

TOWNSHIP COUNCIL MEETING AGENDA

MONDAY, AUGUST 24, 2020

7:00 P.M.

SALUTE TO THE FLAG

STATEMENT OF PUBLIC NOTICE - TAKE NOTICE THAT ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED IN ACCORDANCE WITH N.J.S.A. 10:4-8 AND N.J.S.A. 10:4-10 AS FOLLOWS: A NOTICE OF THE MEETING WAS PROMINENTLY POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING, LOCATED AT 225 MAIN STREET, LITTLE FALLS, N.J. ON JANUARY 9, 2020. A COPY OF THE NOTICE WAS MAILED TO THE NORTH JERSEY HERALD & NEWS AND THE RECORD ON THE SAME DATE. ADDITIONALLY, A COPY OF THE NOTICE WAS FILED IN THE OFFICE OF THE TOWNSHIP CLERK ON SAID DATE. **THIS MEETING IS BEING CONDUCTED UNDER THE CIRCUMSTANCES SURROUNDING THE COVID-19 HEALTH SITUATION. NO PUBLIC WILL BE ALLOWED TO ATTEND THE MEETING IN PERSON. A YOUTUBE LINK TO VIEW THIS MEETING CAN BE ACCESSED ON THE TOWNSHIP WEBSITE AT WWW.LFNJ.COM. ELECTRONIC PROVISIONS HAVE BEEN ESTABLISHED FOR THE PUBLIC TO PARTICIPATE DURING THE PUBLIC COMMENT PORTION OF THE MEETING.**

ROLL CALL

MINUTES

APPROVAL OF MINUTES FROM THE REGULAR MEETINGS OF JULY 27, 2020
AND THE WORKSHOP MEETING OF AUGUST 10, 2020

REMARKS FROM THE CHAIR

COUNCIL MEMBER REPORTS

MAYOR'S REPORT

ATTORNEY'S REPORT

PUBLIC COMMENT - ALL MATTERS

ANYONE WISHING TO ADDRESS THE TOWNSHIP COUNCIL MAY DO SO BY SENDING AN EMAIL TO CKRAUS@LFNJ.COM. THE EMAIL MUST PROVIDE YOUR NAME AND ADDRESS FOR THE RECORD. AT THIS TIME THERE WILL BE A TEN-MINUTE RECESS, WHICH WILL ALLOW THE PUBLIC TO SEND COMMENTS AND QUESTIONS VIA EMAIL. AT THE END OF THE RECESS, THE MEETING WILL RECONVENE AND ALL PROPER EMAILS WILL BE READ INTO THE RECORD. THE COUNCIL PRESIDENT WILL DETERMINE IF A RESPONSE IS NEEDED AND IF SO, SHALL DIRECT SAID RESPONSE. ONCE THE PROCESS IS COMPLETE, WE WILL RETURN TO THE REGULAR ORDER OF BUSINESS.

CONSENT AGENDA

ALL ITEMS ON THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE AND WILL BE ENACTED WITH A SINGLE MOTION. FOR ANY ITEMS UNDER REQUISITIONS THE TREASURER HAS SUPPLIED A CERTIFICATION OF THE AVAILABILITY OF FUNDS.

REPORTS

MUNICIPAL CLERK'S REPORT FOR THE MONTH OF JULY 2020

MUNICIPAL CLERK'S DOG/CAT LICENSE REPORT FOR THE MONTH OF JULY 2020

RECREATION CENTER REPORT FOR THE MONTH OF JULY 2020

CIVIC CENTER REPORT FOR THE MONTH OF JULY 2020

POLICE DEPARTMENT REPORT FOR THE MONTH OF JULY 2020

CONSTRUCTION REPORT FOR THE MONTH OF JULY 2020

RESOLUTIONS

RESOLUTION ACKNOWLEDGING RECEIPT AND REVIEW OF THE 2019 ANNUAL REPORT OF AUDIT [A]

RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN FOR THE 2019 ANNUAL AUDIT [B]

EMERGENCY RESOLUTION [C]

CAPTIAL BUDGET AMENDMENT RESOLUTION [D]

BILL LIST [E]

NEW BUSINESS

INTRODUCTION OF ORDINANCE NO. 1389, AN ORDINANCE ENTITLED, "BOND ORDINANCE TO APPROPRIATE AN ADDITIONAL SUM OF \$500,000 FOR THE INSTALLATION OF A SYNTHETIC TURF MULTIPURPOSE ATHLETIC FIELD AT DUVA FIELD IN, BY AND FOR THE TOWNSHIP OF LITTLE FALLS, IN THE COUNTY OF PASSAIC, NEW JERSEY, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH ADDITIONAL APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS", WITH A SECOND READING AND PUBLIC HEARING SCHEDULED FOR SEPTEMBER 14, 2020.

ADJOURN

RESOLUTION [A] 20-08-24 - # _____

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, The Annual Report of Audit for the year 2019 has been filled by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments
Recommendations

and, WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments
Recommendations

as evidenced by the group affidavit form of the governing body; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 – to wit: R.S. 52:27BB-52 – “A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Little Falls, hereby states that it has complied with the promulgation of the Local Finance Board of the state of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

APPROVED: _____

I, Cynthia Kraus, Municipal Clerk of the Township of Little Falls, hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Council on August 24, 2020.

Given under my hand and the seal of the Township of Little Falls this 24th day of August, 2020.

Cynthia Kraus, Municipal Clerk

cc: Finance Dept., Auditor, DLGS, File, Dept.

**TOWNSHIP OF LITTLE FALLS
PASSAIC COUNTY, NEW JERSEY**

RESOLUTION [B] 20-08-24 - # _____

WHEREAS, the Director of the Division of Local Government Services has formally directed all municipalities to adopt a Corrective Action Plan as part of their annual audit process; and

WHEREAS, this Corrective Action Plan shall be submitted to the Director of Local Government Services upon adoption of the Governing Body and it shall be kept on file with the Township Clerk; and

WHEREAS, the Plan shall cover all audit findings and recommendations and be prepared in accordance with the Single Audit Act OMB Circular 128 and Local Finance Notice of 92-15; and

NOW, THEREFORE, BE IT RESOLVED that the Township Council hereby approves the attached Corrective Action Plan for the 2019 Annual Audit;

BE IT FURTHER RESOLVED that the Township Clerk is hereby directed to maintain said Plan in Township files, available to the public.

BE IT FURTHER RESOLVED that a certified copy of this Resolution, including the Corrective Action Plan, be forwarded to the Director of the Division of Local Government Services.

APPROVED: _____

ccc: DLGS
cc: Finance Dept.
Auditor
Dept.

TOWNSHIP OF LITTLE FALLS, N.J.

EMERGENCY RESOLUTION N.J.S. 40A:4-48
(Under 3% limitation)

WHEREAS, an emergency has arisen with respect to Capital Improvement Fund and, no adequate provision was made in the 2020 budget for the aforesaid purpose, and N.J.S. 40A:4-46 provides for the creation on an emergency appropriation for the purpose mentioned above, and

WHEREAS, the total amount of emergency appropriations created, including the appropriation to be created by this resolution is \$11,750 and three (3) percent of the total operating appropriations in the budget for 2019 is \$502,186 and

WHEREAS, the foregoing appropriation together with prior appropriations does not exceed three (3) percent of the total operating appropriations in the budget for 2019,

NOW, THEREFORE, BE IT RESOLVED, (by not less than 2/3 of all governing body members affirmatively concurring) that in accordance with N.J.S. 40A:4-48,

1. An emergency appropriation is hereby made for Capital Improvement Fund in the amount of \$11,750.
2. That said emergency should be included in the 2021 budget outside of CAPS.
3. That two (2) certified copies of this resolution be filed with the Director of Local Government Services.

I, Cynthia Kraus, Township Clerk of the Township of Little Falls, County of Passaic, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Governing Body at a meeting of said Governing Body held on August 24, 2020, and said resolution was adopted by not less than a two-thirds vote of the members of the Governing Body.

Cynthia Kraus, Township Clerk

Witness my hand and seal on this
24th day of August, 2020

RESOLUTION (D) 20-08-24 - # _____
CAPITAL BUDGET AMENDMENT

WHEREAS, the local capital budget for the year 2020 was accepted on the 27th day of April, 2020; and,
 WHEREAS, it is desired to amend said adopted capital budget section,

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Little Falls, County of Passaic, that
 the following amendment(s) to the adopted capital budget section of the 2020 Budget be made:

RECORDED VOTE	((((((
(Insert Last Names)	AYES (AYES (NAYS (ABSTAIN (ABSTAIN (ABSTAIN (

FROM
CAPITAL BUDGET (CURRENT YEAR ACTION)
 2020

Project	2 Project Number	3 Estimated Total Cost	4 Amounts Reserved in Prior Years	5a 2020 Budget Appropriation	5b Capital Improvement Fund	5c Capital Surplus	5d Grants in Aid and other funds	5e Debt Authorized	6 To Be Funded in Future Years
6 YEAR CAPITAL PROGRAM 2020-2025 Anticipated Project Schedule and Funding Requirement									
Total All Projects		10,435,000	75,000	200,250	2,274,000	3,800,750	4,085,000		

Project	2 Project Number	3 Estimated Total Cost	4 Estimated Completion Time				5 Funding Amounts Per Year			
			Budget Year 2020	Budget Year 2021	2022	2023	2024	2025		
Total All Projects										
		10,435,000	6,350,000	1,460,000	675,000	675,000	1,275,000			

6 YEAR CAPITAL PROGRAM 2020-2025
SUMMARY OF ANTICIPATED FUNDING SOURCES AND AMOUNTS

1 Project	2 Estimated Total Cost	3 Current Year 2020	4 Future Years	5a Capital Improvement Fund	5b Capital Improvement Fund	5c Capital Surplus	6 Grants in Aid and Other Funds	BONDS AND NOTES					
								General	Liquidating	Assessment	School		
Total All Projects	10,435,000	75,000		405,250		2,274,000	7,680,750						

TO
CAPITAL BUDGET (CURRENT YEAR ACTION)

1 Project	2 Project Number	3 Estimated Total Cost	4 Amounts Reserved in Prior Years	5a 2020 Budget Appropriation	5b Capital Improvement Fund	5c Capital Surplus	5d Grants in Aid and other funds	5e Debt Authorized	6 To Be Funded in Future Years
Synthetic Field-Duva Field-Addl.		500,000			25,000			475,000	
Total All Projects		10,935,000		75,000	225,250		2,274,000	4,275,750	4,085,000

6 YEAR CAPITAL PROGRAM 2020-2025
Anticipated Project Schedule
and Funding Requirement

1 Project	2 Project Number	3 Estimated Total Cost	4 Estimated Completion Time	5 Funding Amounts Per Year					
				Budget Year 2020	Budget Year 2021	Budget Year 2022	Budget Year 2023	Budget Year 2024	Budget Year 2025
Synthetic Field-Duva Field-Addl.		500,000							
Total All Projects		10,935,000		6,850,000	1,460,000	675,000	675,000	1,275,000	

BOND ORDINANCE NO. 1389

BOND ORDINANCE TO APPROPRIATE AN ADDITIONAL SUM OF \$500,000 FOR THE INSTALLATION OF A SYNTHETIC TURF MULTIPURPOSE ATHLETIC FIELD AT DUVA FIELD IN, BY AND FOR THE TOWNSHIP OF LITTLE FALLS, IN THE COUNTY OF PASSAIC, NEW JERSEY, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH ADDITIONAL APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

WHEREAS, the Township Council of the Township of Little Falls has heretofore authorized the installation of a synthetic turf multipurpose athletic field at Duva Field in, by and for said Township, and appropriated the sum of \$3,000,000 therefor pursuant to ordinance no. 1383 adopted by the Township Council of said Township on May 18, 2020; and

WHEREAS, the Township Council now finds and determines that the additional sum of \$500,000 is required for such improvement, NOW, THEREFORE,

BE IT ORDAINED by the Township Council of the Township of Little Falls, in the County of Passaic, New Jersey (the "Township"), as follows:

Section 1. The additional sum of \$500,000 is hereby appropriated to the payment of the cost of the improvement authorized by ordinance no. 1383 adopted by the Township Council of the Township on May 18, 2020 (the "Prior Ordinance"). Said additional appropriation shall be met from the down payment

appropriated and from the proceeds of the sale of the bonds authorized by this ordinance. Said improvement has been and shall be made as a general improvement and no part of the cost thereof has been nor shall be assessed against property specially benefited.

Section 2. It is hereby determined and stated that (1) the making of such improvement (hereinafter referred to as "purpose") is not a current expense of said Township, and (2) it is necessary to finance said purpose by the issuance of obligations of said Township pursuant to the Local Bond Law (Chapter 2 of Title 40A of the New Jersey Statutes Annotated, as amended; the "Local Bond Law"), and (3) the estimated cost of said purpose authorized by the Prior Ordinance is \$3,500,000, including the sum of \$3,000,000 appropriated by the Prior Ordinance and the \$500,000 appropriated by this ordinance, and (4) \$750,000 of said sum is to be provided by the Green Acres grant from the New Jersey Department of Environmental Protection appropriated by the Prior Ordinance, and (5) \$150,000 of said sum is to be provided by the Open Space grant from the County of Passaic appropriated by the Prior Ordinance; and (6) \$130,000 of said sum is to be provided by the down payment, including the \$105,000 appropriated by the Prior Ordinance and the \$25,000 hereinafter appropriated to finance said purpose, and (7) the

estimated maximum amount of bonds or notes necessary to be issued for said purpose is \$2,470,000, including the \$1,995,000 authorized by the Prior Ordinance and the \$475,000 hereinafter authorized, and (8) the cost of such purpose includes the sum of \$250,000 stated in the Prior Ordinance, which is estimated to be necessary to finance the cost of such purpose, including architect's fees, accounting, engineering and inspection costs, legal expenses and other expenses, including interest on such obligations to the extent permitted by Section 20 of the Local Bond Law.

Section 3. It is hereby determined and stated that moneys exceeding \$25,000, appropriated for down payments on capital improvements or for the capital improvement fund in budgets heretofore adopted for said Township or heretofore appropriated for down payments or for the capital improvement fund by an emergency appropriation, are now available to finance said purpose. The sum of \$25,000 is hereby appropriated from such moneys to the payment of the cost of said purpose.

Section 4. To finance said purpose, bonds of said Township of an aggregate principal amount not exceeding \$475,000 are hereby authorized to be issued pursuant to the Local Bond Law. Said bonds shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by

law. All matters with respect to said bonds not determined by this ordinance shall be determined by resolutions to be hereafter adopted.

Section 5. To finance said purpose, bond anticipation notes of said Township of an aggregate principal amount not exceeding \$475,000 are hereby authorized to be issued pursuant to the Local Bond Law in anticipation of the issuance of said bonds. In the event that bonds are issued pursuant to this ordinance, the aggregate amount of notes hereby authorized to be issued shall be reduced by an amount equal to the principal amount of the bonds so issued. If the aggregate amount of outstanding bonds and notes issued pursuant to this ordinance shall at any time exceed the sum first mentioned in this section, the moneys raised by the issuance of said bonds shall, to not less than the amount of such excess, be applied to the payment of such notes then outstanding.

Section 6. Each bond anticipation note issued pursuant to this ordinance shall be dated on or about the date of its issuance and shall be payable not more than one year from its date, shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law and may be renewed from time to time pursuant to and within limitations prescribed by the Local Bond Law. Each of said

notes shall be signed by the Mayor and by a financial officer and shall be under the seal of said Township and attested by the Township Clerk or Deputy Township Clerk. Said officers are hereby authorized to execute said notes in such form as they may adopt in conformity with law. The power to determine any matters with respect to said notes not determined by this ordinance and also the power to sell said notes, is hereby delegated to the Chief Financial Officer who is hereby authorized to sell said notes either at one time or from time to time in the manner provided by law.

Section 7. It is hereby determined and declared that the period of usefulness of said purpose, according to its reasonable life, is a period of ten years computed from the date of said bonds.

Section 8. It is hereby determined and stated that the Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the office of the Township Clerk of said Township, and that such statement so filed shows that the gross debt of said Township, as defined in Section 43 of the Local Bond Law, is increased by this ordinance by \$475,000 and that the issuance of the bonds and notes authorized by this ordinance will be within all debt limitations prescribed by the Local Bond Law.

Section 9. Any funds received from private parties, the County of Passaic, the State of New Jersey or any of their agencies or any funds received from the United States of America or any of its agencies in aid of such purpose (other than the State and County grants appropriated by the Prior Ordinance, which shall be applied to the cost of such purpose, but shall not be applied to the payment of outstanding bond anticipation notes and the reduction of the amount of bonds authorized), shall be applied to the payment of the cost of such purpose, or, if bond anticipation notes have been issued, to the payment of the bond anticipation notes, and the amount of bonds authorized for such purpose shall be reduced accordingly.

Section 10. The Township intends to issue the bonds or notes to finance the cost of the improvement authorized by the Prior Ordinance and described herein. If the Township incurs such costs prior to the issuance of the bonds or notes, the Township hereby states its reasonable expectation to reimburse itself for such expenditures with the proceeds of such bonds or notes in the maximum principal amount of bonds or notes authorized by this bond ordinance.

Section 11. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this

ordinance. Said obligations shall be direct, unlimited and general obligations of the Township, and the Township shall levy ad valorem taxes upon all the taxable real property within the Township for the payment of the principal of and interest on such bonds and notes, without limitation as to rate or amount.

Section 12. The capital budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, is on file with the Township Clerk and is available for public inspection.

Section 13. This ordinance shall take effect twenty days after the first publication thereof after final passage.