

**ORGANIZATION MEETING  
OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS  
WAS HELD THIS EVENING IN THE MUNICIPAL BUILDING**

**Monday, January 2, 2017**

Little Falls Democratic Committee Chairman Kevin Barry called the meeting to order at 4:00 p.m. with the following members present: Councilmember-Elect Maria Cordonnier, Councilmember-Elect Anthony Sgobba, Councilmember Liess, Councilmember Maceri. Also present were Mayor-Elect James Damiano, Township Attorney Joseph Wenzel, Township Auditor Gary Higgins, Township Administrator Charles Cuccia, Municipal Clerk Cynthia Kraus, Philip Simone, DPW Superintendent, Steve Post, Chief of Police, Marlene Simone, Deputy Registrar, and Jack Sweezy, Fire Chief

Township Employees Present: Municipal Court Judge Toni Belford Damiano, Ron Cordero, Fire Inspector, Sgt. Dan Gianduso, OEM Coordinator, Sgt. Jason Pressing, Lt. James Minnella, Ptlm. Chris Kania, Ptlm. Ray Tulling, Det. Jon Vanak, Ptlm. Kristin Stevens, Ptlm. Jo Vincent Emperio, Joyce Swartz, DPW Secretary, Debbie Liscio, Clerk, Toni Bertino, Clerk, Nadine Heinis, Assistant Director of Recreation, Joe Macones, Construction Official, Pam Cannataro, Finance.

Absent: Township Engineer Dennis Lindsay and Recreation Director John Pace.

A Presentation of Colors was performed by the Little Falls Boy Scout Troop #14.

**SALUTE TO THE FLAG**

The Star Spangled Banner was sung by Maristella Crispo followed by the Retiring of the Colors.

The Township Clerk read the Statement of Public Notice as follows:

**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 December 14, 2016 a copy of the notice was faxed 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.

**BENEDICTION** – Pastor Emily Ratering-Youngberg gave the benediction.

Mr. Barry recognized the following dignitaries present including: Jersey City Mayor Fulop, Assemblyman Kevin Rooney, Senator Nellie Pou, Assemblywoman Shavonda Sumter, Chairman of the Passaic Democratic Committee John Currie, Vice Chair Barbara Tanis, County Clerk Kristin Corrado, Freeholder Pat Lapore, Freeholder T.J. Best, Freeholder Bruce Kanen, Freeholder John Bartlett, NJ State Committee member Eli Burgess, Freeholder Sandi Lazzara, Woodland Park Mayor Keith Kazmark, Woodland Park Councilmember Rita Pascrell, Woodland Park Councilmember Joe Spinelli, Woodland Park Councilmember Tina Gatti, Woodland Park Councilmember Vincent DeCesare, Little Falls Municipal Court Judge Toni Belford-Damiano, Woodland Park Police Chief Anthony Galietti, Woodland Park Fire Chief Paul Salomone Jr., Woodland Park Tax Collector Bernadette Lawler, Former Wyckoff Mayor Chris DePhillips, Former Woodland Park Councilmember Ruth Patterson, Al Kahwaty, Totowa Mayor Coiro, Totowa Councilwoman Debbie Andriani, Passaic Valley High School Board Member Jacqueline Luker, Board Member Sam Yodice, Jr., Board Member Luke Damiano, Board Member Giovanni D’Ambrosio, Board Member Peter D’Angelo, Totowa Council President Lou D’Angelo, Little Falls Mayor James Belford Damiano, Councilmember Anthony Sgobba, Councilmember William Liess, Councilmember Maria Martini Cordonnier, Councilmember Joseph Maceri, Clifton Councilmember Lauren Murphy, North Haledon Mayor Randy George, Hawthorne Democratic Chair Jayne Bosgra, Cedar Grove Councilmember Harry Kumburis, Berkeley College Senior Vice President of Government Relations Teri Duda, Little Falls Board of Education members Mike O’Neil, Lauren Verdi, Janine Barone, Thomas Breitwieser, Michael Russo, Diana Kribs, Rachel Capizzi, Joseph Benvenuti, and Mark Simolaris. Also present was outgoing Mayor Darlene Post.

At this time, Mr. Barry introduced Marilyn Anthony, member of the Democratic Club, to present a poem she authored for the occasion. Mr. Barry thanked everyone who supported the Democratic campaign. He then introduced Councilmember William Liess, who remarked on the newly elected leadership. Freeholder Sandi Lazzara was then introduced, who offered her congratulations to the newly elected officials. John Currie, Chairman Passaic County Democratic Committee and the NJ Democratic Committee Chairman, was then invited to remark on the newly elected Mayor and Councilmembers.

The Little Falls School Fourth Grade Select Choir was invited to sing My Country Tis of Thee.

**OATH OF OFFICE** administered by Municipal Court Judge Toni Belford Damiano to Mayor-Elect James Damiano.

**OATH OF OFFICE** administered by Municipal Court Judge Toni Belford Damiano to Township Councilmember-elect Maria Martini Cordonnier.

**OATH OF OFFICE** administered by Municipal Court Judge Toni Belford Damiano to Township Councilmember-elect Anthony Sgobba.

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### PRESENTATIONS

Mr. Barry introduced Mayor James Belford Damiano to address those present.

Pastor Youngberg, Chairman Currie, Chairman Barry, neighboring Mayors Coiro and Kazmark, Freeholders, Chief Post, Chief Sweezy, Mr. Administrator, Madam Clerk, and the people of Little Falls -

Although I mentioned the citizens of Little Falls last in my introduction, it is for them alone that I speak here today. If my team and I had only been elected by single or double digits, I would not be convinced that the people of Little Falls really wanted a change. Triple digits would have given me a stronger indication of what I might have to tackle, but electing my team and I by quadruple votes has made it abundantly clear that I am standing here before you as a mandate from the people. For today, we begin the work of building one Little Falls - a prosperous, fair, respected, and caring Little Falls. A Little Falls where my children and my grandchildren stay to raise their families and never leave, just like my grandparents and my parents have done.

I am humbled and honored by the trust placed in me today. I have said this throughout the entire campaign, and I think it is worth repeating right now.

As your new Mayor, I will work with the Council that you have elected in moving Little Falls not left, not right, but forward.

I pledge to you that I will be a balanced and accountable leader. But I cannot do this alone. We are going to do this together. Today is not a victory for any one person. It is a victory for Little Falls - for all of us who love this Town and care about its future.

The voters have sent a message that is abundantly clear. You want your elected officials to get down to work on the priorities that matter most to you...such as addressing the flooding issues surrounding the Passaic and Peckman Rivers year round, not only when there is water in the basements.

- Continuing the re-zoning of Main Street all the way through Singac – with adequate parking so we can revitalize our downtown areas.
- Increasing ratables to offset expenses so that the residents of this town do not have to be burdened with increasing taxes.
- And bringing curb appeal back to Little Falls. Little Falls remains a diamond in the rough, and with a little dusting off, this Town can shine.

The electorate has also spoken on one other issue: The people of Little Falls want to see an end to the division that has paralyzed our municipal government over the last few years.

And to all of you, I say - I hear you. I hear you loud and clear.

You want results, and together with the Council, we will deliver.

We will make sensible decisions to ensure that every action we take is efficient, and modernize not only our services but improve the delivery of our services at the same time.

As you know, this was one long and tough campaign.

Without a doubt, there were some differences and much literature circulated on the issues over the past several months.

The discussions of those differences were necessary during the campaign, but thankfully the campaign is over – and it is now time to come together as one.

To Mayor Conti – I thank you for your service to our Town and I wish you well in your future endeavors. I, for one, know that you had many good ideas that you wanted to implement for the good of this Town.

To Councilmembers Porter and Fontana – I would like to thank the two of you for the time you have given to our community. Your efforts to make Little Falls a better place have not gone unappreciated.

As for our present Council – I will work diligently and hand in hand with the Council, including sitting Councilmen Joseph Maceri, my prior running mate, Bill Liess, as well as my two most recent running mates, Anthony Sgobba and Maria Cordonnier. I know how hard they worked during our campaigns, and I know how hard they will work now that they have earned your trust.

I pray daily that I will be blessed with the power of reason and the courage of my convictions to do what is best and right for Little Falls.

These are uncertain times for all of us – whether Democrat, Republican, or any other party. If we do not work together for the common good, than we will all fail individually.

Rather than call out others for their weaknesses, I promise to call in everyone for their goodness and strengths. Alone, we can do little – but together with collective action, we can accomplish much.

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This is a Town steeped in history and is a melting pot of many nationalities. Many of us still live in the houses built by our parents and our grandparents. Many of the streets are named after people, who we went to school with or who we live near, or even members of our very own family. My parents have lived here for 40 years, my brothers and I were born here, my child was born here, and I do not ever want to leave this Town. I am filled with the hope and promise of making this a town that no one ever wants to leave.

To do so, I promise to work with Mayor Coiro and Mayor Kazmark, regardless of the D or R after their names. Watching both of them lead their respective towns over the past number of years has been an inspiration to me – and I look forward to working with them in the future to move this Town forward.

It would be impossible for me to name the scores of people who worked tirelessly to allow me to stand before you today. To my army of staff, volunteers, friends and supporters: I thank you all from the bottom of my heart.

I would like to beg your indulgence for a brief moment as I name a few special people in my life. In doing so, I am reminded of a quote by Sir Isaac Newton, that goes, “If I have seen further, it is by standing on the shoulders of giants.”

I was lucky enough to have two such giants in my life. The two giants I am referring to are individuals who were/are both smaller in stature than I – but were giants in my call to civic duty. The first is my grandfather, James Belford, who I called Poppy. I am his namesake and I was determined to follow in his political footsteps. I know he is in heaven right now smoking his stogie looking down on us and smiling. The second is my mother, who has subliminally groomed me for this from the day I was born, always giving me the motivational talks and raising my spirits whenever I felt the task was overwhelming.

Just the other day, my mother handed me this – a key chain – it reads “Elect James Belford” – the fighting Democrat for Mayor. Although he was not successful in his bid for Mayor, back in 1967, anyone that knew him would certainly confirm that he fought for the people of this Town – just like I promise to do for you as your Mayor.

And to my father, who has always supported my endeavors and led by his silent example, doing anything and everything he possibly could for me in my campaign.

To Luke and Zack, my brothers, you threw yourselves fully behind my mission even though you are both busy with your own lives. You never hesitated to do whatever was needed to help me achieve my goal.

And to the love of my life, my wife Karen. I promise I am getting towards the end.

I know that at times in this campaign, I was preoccupied for days at a time, which left you with the majority of – well – pretty much all of the responsibility for our home and our beautiful daughter, who can absolutely be a handful, Olivia. Through it all... on the best and worst days you stood firm and never complained. You looked at me and without hesitation, and encouraged me to keep on going.

Thank you, Karen – for your unconditional love and the enduring support. I hope to be able to live up to that which you saw in me in the days ahead.

I am motivated daily by the poster I have hanging outside my office. It contains the words of Ghandi and it reads, “Be the change you want to see in the world.”

I embark upon this journey as your new Mayor – in our tiny microcosm of the world – and I call upon each and every one of you to be the change that you want to see in our world and our small Town called Little Falls.

God bless Little Falls and God bless America. Thank you.

Mr. Barry then summarized the events leading up to the election of Maria Cordonnier to the Council. At this time, Councilmember Cordonnier made her presentation.

Taking the oath of office, swearing on the Bible to uphold the Constitution of the United States...saying those words, for me, is a very emotional and an incredible experience. Taking the oath brings into reality the responsible you accepted when you agree to run for office. There are so many people that I need to thank that helped me get here today...that helped me get to this stage to be able to say those words to uphold the Constitution of the United States. First let me thank Judge Toni Belford-Damiano. It is truly an honor to have you administer the oath of office to me. You are such a fine public servant and I want to thank you for all the service you have given to the Township of Little Falls this past year. Of course, I want to thank my husband, Pascal, for always supporting me, not only through this campaign, but also throughout my career. I want to apologize now to him for all those nights and weekends where I said, “Oh, did I forget to tell you that I won’t be home?” I want to thank him for not making me feel guilty when I was not home all of those times. I must thank the many, many volunteers who have worked so hard to make this day happen. For without them, James, Anthony, and I would not be standing here before you taking the oath of office for Mayor and Town Council. And Marilyn, I want to thank you for that poem extraordinaire. I would like give a special call out for our Master of Ceremonies and Chairman of the Little Falls Democratic Organization, as well as our campaign manager, Kevin Barry. Kevin, it is your leadership that has helped us get here today. I also would like thank Mayor Steven Fulop for attending our services today. It really means a lot to us. You have always been a friend of Little Falls, and you know you are a favorite of our Democratic Club. I would like to thank you for being here. I am especially grateful for your support. You have a special gift for making everyone feel that they are important, and I appreciate that you believed in us. We campaigned as a team and we really are a team, and the team includes one of our most dedicated public servants, Councilmen Bill Liess. Bill has served Little Falls and the County in so many capacities over the years, as a Little Falls Councilmen,

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Council President, County Senior Advisory Board, and of course a long tenure as Clifton Superintendent of Schools. Bill, you are the dean of our organization, and your service and commitment have paved the work for our success. Your kind words of support always lifted my spirits. Bill, thank you so much.

For me, the journey started almost three years ago, when I committed to run for Town Council with James and Bill. We worked hard. It was an uphill battle. And sometimes, literally, we were walking uphill in the battle, as we walked steep hills to knock on doors in ninety plus degrees. James and I would be sweating like crazy, but Bill would be ahead of us going up the hill in his sports jacket, dry as a bone. As you know, James and Bill won a resounding victory in 2014. On election night at our campaign headquarters as we were counting votes, it became clear that although very close, that I had lost. Instead of basking in his glory, James shouted, "No, no, no. We are not giving up. We are going to be there together. We are doing this as a team." Do you remember that James? Instead of going to a campaign victory party, James took me and we went to Town Hall, gathered the sealed ballot box and brought it to our County Clerk Kristin Corrado so that they could be counted later in the presence of candidates of the party representatives. At the end, I lost the election by 33 votes, but I gained a friendship and loyalty and mutual support. James, I am so proud of you today, and I know you will serve this Town well.

When we started this campaign, a year ago, I did not know Anthony very well. But spend six months with somebody going door to door...no make that knocking on every door in Little Falls... you will get to feel like you have known each other forever. We did not always agree on everything, but we always found common ground and a solution that worked best for the campaign, and I know we will bring that same ethic to the Council. I have tremendous respect for Anthony, and he brings so much experience to the Council being for many years on the PV and Library Board. Anthony, it is my honor to serve alongside you.

James, Anthony, and I campaigned on the importance of having close working relationships with our neighboring municipalities, especially the two towns that we share this valley with --Totowa and Woodland Park -- and we have already begun to fulfill that promise to work to strengthen those relationships as we attended both towns' swearing in ceremonies yesterday. And I am honored that both Mayor Coiro and Mayor Kazmark from Totowa and Woodland Park, are here today sitting on the dais table with us, and many of our friends from the Council of Woodland Park are here and new friends from the Council of Totowa.

We committed to residents to bring grant money to our Town, take advantage of Passaic County's commitment to protect the open space, and developing our parks and playgrounds. It was my pleasure to sit on the County Open Space Commissions who Freeholder Sandi Lazzara was Freeholder Liaison. I have witnessed the kinds of projects that can be pursued through open space grants to better our community, and improve quality of life for all the residents. We also campaigned on transparency and accountability in that we would be open and encourage greater participation by our residents. I am happy to report that we have had an overwhelming response to then Mayor-Elect Damiano's call for volunteers to sit on the many important committees that will help our Town to move forward.

There is a saying, "All politics is local," and that is very true. Whether you run as a Democrat or a Republican or from any other organization, if you are fortunate enough to be elected you must then represent all the people, not just those that voted for you. You have to work hard and do the right thing for all the residents, because they are depending on you. Another saying is "Reaching across the aisle." You hear that a lot today. "Reaching across the aisle to the other side." Our Town is not made up of aisles and sides. It is made up of roads and streets. Streets with houses on them, houses where families live. In closing, I would like to thank all of the people who voted for me, and know that I will work hard for you. But I also want to say that those who did not vote for me, I will work even harder to gain your trust and support. And before I wish everybody a Happy New Year, I would just like to take a moment to ask all of you to keep one of our dear member and a long, long, time resident of Little Falls, Tom Paulhus, in your prayers. Tom is in the hospital undergoing an operation, and I just want everybody to pray for his quick return. I wish everybody a Happy and Healthy New Year and I look forward to the future ahead. Thank you.

Mr. Barry then provided background on Anthony Sgobba prior to his election as Councilmember. He then introduced Mr. Sgobba to give his presentation.

Pastor, thank you for the invocation. Chairman Barry, I am grateful for your advice and confidence. Chairman John Currie, thank you for your endless work you do on behalf of the party. Judge Damiano, thank you for swearing me in to the Little Falls governing body. We will miss your efficiency and legal wisdom to those who came before your bench. Thank you to all of my family, especially my wife, Marie, my twins, Phillip and Nicole, and my friends. When one volunteers, gets appointed, or wins an election, you can chose to keep matters the same or make them better. The way I was raised by my late father, and to this day my mother, have taught me to make things only better, otherwise do not get involved. The goal of this administration is to look past personalities, egos, and genders. I am confident that working with Mayor Damiano, Council and administration and our volunteers, we will make Little Falls a community where young families will want to raise their children, Town businesses will prosper, and our seniors will not be priced out of this community. I give this Township my promise we will work endlessly to meet these goals. Thank you.

At this time, Mr. Barry invited Mayor Steven Fulop to say a few words.

I have had the privilege of working with a lot of you over the last couple of years. And I know that this community is a special community, a tight community, with a tremendous amount of potential. I do not have prepared remarks but I just do want to share one thought that old Chinese proverb, "May you live in interesting times." And I think it is fair to say that where we are in this moment, politically, and governmentally, that that fits. It is never more important than this moment in time that you have good leaders at the local level, because the local level is where the opportunity for change and progress is. I think that we all recognize that whether it is at the State level or the Federal level, there is a ton of dysfunction. And we talk about reaching across the aisle and working together, but at



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**Permanent Part Time Employees:**

Emergency Medical Technicians:

Daniel Alcal  
Jerry Boucicaut  
Michael D'arco  
Paul E. Holzack  
Mathew Englehardt  
Edward Farnon  
Michael Bandurski  
James Derkin  
Ariane Hertenstein  
Brian Hirschmanner  
Paul M. Holzack  
Scott Fogelman  
Thomas Jacobus  
Trevor Messina  
Orlando Lopez  
Emily Manella  
Karen D. Garcia  
Conner Mc Cormick  
Devin Mcgowan  
Brian Mistrette  
Robert Tierney  
Ricky Toledo  
Craig Stewart  
Gabrielle Pereria  
Anthony Posyton  
Jesus Garcia  
Lauren Vanderkooy  
Thomas Trommelen  
Robert Velardi  
James DiMaria  
Daniel Gianduso  
James Hearney  
Joseph Murray  
Richard Hamilton  
Tom Atry  
Bruce Celenza  
Robert D'Antonio  
Patricia Toomey  
Valerie Laky  
Kevin Nendze  
Melissa DePiro  
Cody Digangi

Fire Official, Bureau of Fire Prevention  
Emergency Management Coordinator  
Deputy Emergency Management Coordinator  
EMS Coordinator  
Tax Assessor  
Electrical Sub-Code Official (Tenured)  
Plumbing Sub-Code Official (Tenured)  
Director, Public Assistance  
Secretary to Shade Tree Commission  
Secretary, Planning Board  
Senior Citizen Bus Driver/Coordinator  
Administrative Assistant/Payroll Supervisor  
Police Department Administrative Clerk

**HOURLY EMPLOYEES**

P/T Fire Prevention Inspector, Bureau of Fire Prevention

P/T Clerical and Secretarial  
P/T School Crossing Guard:

Leo Loder, Joe Statuto,  
Don Warnett  
Susan Fett  
Joanne Casper  
Daniel A. Davis  
Janine M. Hand  
John Haynes  
Joan E. Imandt  
Linda K. Knauer  
Raymond E. Mardo  
Josephine Maroun  
Maryann Mc Cormick  
Victor J. Pellechia  
Michael L. Solimene  
Eileen Zaneski  
Gerald A. Ziccardi  
Steve Maye  
Leonard Perri

Assistant to Recreation Director – Part Time  
P/T Building Sub Code Inspector

**APPOINTMENTS** by MAYOR of persons to fill the following positions with ADVICE and CONSENT of COUNCIL for a one-year term

Municipal Attorney  
Bond Counsel  
Special Counsel  
Tax Appeal Attorney  
Certified List of Special Project(s) Engineers

*Joseph Wenzel, Esq.*  
*Steve Rogut, Rogut McCarthy*  
*Fred Semrau, Dorsey & Semrau*  
*Fred Semrau, Dorsey & Semrau*  
*Boswell Engineering– South*  
*Hackensack, NJ*  
*Alaimo Group Consulting*  
*Engineers – Paterson, NJ*

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Township Planner  
COAH Planner  
Risk Manager

*Kathrine Gregory  
Jeff Janota, Planner/H2M  
Frank Covelli/Professional  
Insurance Associates  
Dan Marienello/NW Financial  
Anthony DiAntonio, Esq.  
Alissa Hascup  
Travis Tormey  
John Vanak  
Denise Whiteside  
Cynthia Kraus  
Daniel Gianduso  
James Hearney  
James DiMaria*

Financial Advisor  
Prosecutor  
Public Defender  
Assistant Public Defender  
Municipal Alliance Coordinator  
Tax Search Officer  
Unconfirmed Assessment Search Officer  
OEM Coordinator  
Deputy OEM Coordinator  
Fire Official

**APPOINTMENTS** by MAYOR of persons to fill the following positions with ADVICE and CONSENT of COUNCIL for a three-year term

Local Historian

*Clifford Swisher*

### **MAYOR'S APPOINTMENTS TO BOARDS AND COMMISSIONS (ONE motion/second/poll at the end for Advice and Consent Items)**

#### Planning Board

Class II – Environmental Commission member MAYOR appoints (1) member: one-year term – Kevin Barry

Class IV – Walter Kilpatrick, Carmen Gaita,  
Class IV - 2-year unexpired term – Louis Dearani

#### *Planning Board Alternates*

1<sup>st</sup> Alternate – MAYOR appoints: 1-year term – Michael Fojut  
2<sup>nd</sup> Alternate – MAYOR appoints: 1-year term – AJ Alvarez  
3<sup>rd</sup> Alternate – MAYOR appoints: 2-year term – John Reilly  
4<sup>th</sup> Alternate – MAYOR appoints: 2-year term – Rocco Corrage

#### Library Board

Automatic Member: - *Mayor*  
Alternate for MAYOR – *Anthony Sgobba*

Regular Members – *Bonnie Nolan, President (5/31/16), Carol Miller, Vice President/Secretary (5/31/18), Marianne De Lorenzo (5/31/19), Joyce Frommer (5/31/19), Matt Ratering-Youngberg (5/31/20), Patricia Ross (5/31/19), Patricia Toomey, Treasurer (5/31/17), Tracey Marinelli*

Historic Preservation Commission - MAYOR appoints with ADVICE and CONSENT of COUNCIL – One-Year term

Regular Members (5) – *George Dassinger, Peggy Olivi, William Liess, John Veteri and Maria Martini Cordonnier*

Municipal Alliance - MAYOR appoints – One-Year term

Regular Members (9) – *James Belford Damiano, Bethanne Youngster-Strippoli, Elizabeth Gobeille, Marie Sgobba, Tricia Czornomor, Councilmember Maria Cordonnier, Julie Aboud, Vanesa Apaza, Grace Hosri, Selena Pickney, Catherine Sokalski and John Vanak, Coordinator*

Environmental Commission – MAYOR appoints – Three-Year term

Regular Members (5) – Kevin Barry, Chariman, Susan McGoldrick, Claude Diltz, Lou Tortola, John Reilly  
Regular Member (1) – Anthony Sgobba – to fill unexpired term expiring 12/31/16

Shade Tree Commission – Five-year term

Regular Members (7) – MAYOR appoints: *Phillip Simone, (Chairman)*

Emergency Management Council – one-year term – MAYOR appoints (NO MORE THAN 15 MEMBERS)

Automatic member (2): Mayor and OEM Coordinator  
Township Council member (2): *Anthony Sgobba, Maria Cordonnier*

Regular Members: MAYOR appoints: *Steven Post, Phillip Simone, Joseph Macones, Daniel Gianduso, Jack Sweezy, Ronnie Cordero, Robert McFarlane, Mike Bolchune, Robert Scalera, Dave Capalbo, Ken Huber, Rosemary Watkins*

Local Assistance Board – Four-year term

Regular Members (3) – MAYOR appoints with ADVICE and CONSENT of COUNCIL: *Jaclyn Doell, Ed Hawkins and Robert Borbeck*

It was moved by Councilmember Liess, seconded by Councilmember Cordonnier, that the Council approve the appointments.



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Passaic River Advisory Committee (5) –

Community Representatives – Kevin Barry, Brett Thomas, Phyllis Dillon, Hans Prell, Jill Harland

**RESOLUTIONS BY CONSENT**

ALL ITEMS ON THE CONSENT AGENDA ARE CONSIDERED TO BE STANDARD REORGANIZATION RESOLUTIONS AND WILL BE ENACTED WITH A SINGLE MOTION. ANY COUNCIL MEMBER MAY REMOVE ANY RESOLUTION AND HAVE IT VOTED ON SEPARATELY.

Adopting Temporary Budget for 2017

**TOWNSHIP OF LITTLE FALLS  
RESOLUTION [A] 16-01-04 - #1**

**Resolution Re: Establishing Temporary Budget Appropriations for 2017**

**WHEREAS**, N.J.S. 40:4-19 provides that where contracts, commitments or payments are to be made prior to final adoption of the 2017 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided, and

**WHEREAS**, the date of this resolution is within the first thirty (30) days of January, 2017, and

**WHEREAS**, said total temporary appropriations are limited to 26.25 percent of the total appropriations in the 2016 Budget exclusive of any appropriations made for debt service, capital improvement fund and public assistance in the said 2016 Budget.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Little Falls, that the following temporary appropriations be made and a certified copy of this resolution be transmitted to the Treasurer for his records.

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Municipal Auditor Services for 2017

**RESOLUTION [B] 17-01-02 - #2  
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR  
PROVISION OF SERVICES OF MUNICIPAL AUDITOR FOR 2017**

**WHEREAS**, the Township of Little Falls has a need to acquire Auditing and Other Financial and Accounting Services as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, it is expected that the value of the acquisition of these services will exceed \$17,500; and

**WHEREAS**, the term of the contract is one year; and

**WHEREAS**, Gary Higgins, RMA/Lerch, Vinci & Higgins, LLP has submitted a response to the Township's Request for Qualifications for provision of services of a municipal auditor and other financial services and the submission clearly details Lerch, Vinci & Higgins' qualifications and experience; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2017 budget;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Gary Higgins, RMA of the firm of Lerch, Vinci & Higgins, LLP for the services as described herein; and

**BE IT FURTHER RESOLVED** that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.

**BE IT FURTHER RESOLVED** by the Township Council of the Township of Little Falls that, Gary Higgins, RMA/Lerch, Vinci & Higgins, LLP be and he is hereby appointed Municipal Auditor for the Township of Little Falls for a one-year term ending December 31, 2017.

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Municipal Attorney Services for 2017

**RESOLUTION [C] 17-01-02 - #3  
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR  
PROVISION OF SERVICES OF MUNICIPAL ATTORNEY FOR 2017**

**WHEREAS**, the Township of Little Falls has a need to acquire the services of a Municipal Attorney as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, it is expected that the value of the acquisition of these services will exceed \$17,500; and

**WHEREAS**, the term of the contract is one year; and

**WHEREAS**, Joseph Wenzel, Esq. has submitted a response to the Township's Request for Qualifications for provision of services of a Municipal Attorney and the submission clearly details Joseph Wenzel's qualifications and experience; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2017 budget;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Joseph Wenzel, Esq. for the services as described herein; and

**BE IT FURTHER RESOLVED** that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.

**BE IT FURTHER RESOLVED** by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, that Joseph Wenzel, Esq. be and are hereby appointed for the services of Municipal Attorney for the Township of Little Falls for a one-year term ending December 31, 2017.

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Bond Counsel for 2017

**RESOLUTION [D] 17-01-02 - #4  
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR  
PROVISION OF SERVICES OF MUNICIPAL BOND COUNSEL FOR 2017**

**WHEREAS**, the Township of Little Falls has a need to acquire Bond Counsel Services as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, it is expected that the value of the acquisition of these services will exceed \$17,500; and

**WHEREAS**, the term of the contract is one year; and

**WHEREAS**, Steve Rogut/Rogut McCarthy, has submitted a response to the Township's Request for Qualifications for provision of services of a Municipal Bond Counsel and the submission clearly details Rogut McCarthy's qualifications and experience; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2017 budget;

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Council of the Township of Little Falls, authorizes the Mayor to enter into a contract with Steve Rogut with the firm of Rogut McCarthy for the services as described herein; and

**BE IT FURTHER RESOLVED** that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.

**BE IT FURTHER RESOLVED** by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, that Steve Rogut of the firm of Rogut McCarthy be and are hereby appointed for the services of Municipal Bond Counsel for the Township of Little Falls for a one-year term ending December 31, 2017.

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**Organization Meeting of January 2, 2017**

Municipal Planner Services for 2017

**RESOLUTION [E] 17-01-02 - #5  
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR  
PROVISION OF SERVICES OF MUNICIPAL PLANNER FOR 2017**

**WHEREAS**, the Township of Little Falls has a need to acquire Planning Services as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, it is expected that the value of the acquisition of these services will exceed \$17,500; and

**WHEREAS**, the term of the contract is one year; and

**WHEREAS**, Katherine Gregory, Planner/Gregory Associates, has submitted a response to the Township's Request for Qualifications for provision of services of a Municipal Planner, and the submission clearly details Katherine Gregory, Planner/Gregory Associates' qualifications and experience; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2017 budget;

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Katherine Gregory, Planner/Gregory Associates for the services as described herein; and

**BE IT FURTHER RESOLVED** by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, that Katherine Gregory, Planner/Gregory Associates be and is hereby appointed for the services of Municipal Planner for the Township of Little Falls for a one-year term ending December 31, 2017.

**BE IT FURTHER RESOLVED** that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.

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Municipal Engineering Services for 2017

**RESOLUTION [F] 17-01-02 - #6  
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR  
PROVISION OF SERVICES OF MUNICIPAL ENGINEER FOR 2017**

**WHEREAS**, the Township of Little Falls has a need to acquire Engineering Services as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, it is expected that the value of the acquisition of these services will exceed \$17,500; and

**WHEREAS**, the term of the contract is three years; and

**WHEREAS**, Dennis G. Lindsay, P.E./H2M Architects & Engineers, has submitted a response to the Township's Request for Qualifications for provision of services of a municipal engineer and the submission clearly details Dennis G. Lindsay/H2M Architects & Engineers' qualifications and experience; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2017 budget;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Dennis G. Lindsay, P.E. of the firm of H2M Architects & Engineers for the services as described herein; and

**BE IT FURTHER RESOLVED** that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.

**BE IT FURTHER RESOLVED** by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, Dennis G. Lindsay, P.E./H2M Architects & Engineers be and he is hereby appointed Municipal Engineer for the Township of Little Falls for a three-year term ending December 31, 2017.

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COAH Planner Services for 2017

**RESOLUTION [G] 17-01-02 - #7  
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR  
PROVISION OF SERVICES OF COAH PLANNER FOR 2017**

**WHEREAS**, the Township of Little Falls has a need to acquire services of COAH Planner as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, it is expected that the value of the acquisition of these services will exceed \$17,500; and

**WHEREAS**, the term of the contract is one year; and

**WHEREAS**, Jeff Janota, COAH Planner/H2M Architects & Engineers has submitted a response to the Township's Request for Qualifications for provision of services of COAH Planner and the submission clearly details Jeff Janota, COAH Planner/H2M Architects & Engineers' qualifications and experience; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2017 budget;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Jeff Janota, COAH Planner of the of the firm of H2M Architects & Engineers for the services as described herein; and

**BE IT FURTHER RESOLVED** that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.

**BE IT FURTHER RESOLVED** by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, Jeff Janota, COAH Planner/H2M Architects & Engineers, be and he is hereby appointed COAH Planner for the Township of Little Falls for a one-year term ending December 31, 2017.

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Risk Management Consultant for 2017

**RESOLUTION [H] 17-01-02 - #8  
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR  
PROVISION OF SERVICES OF RISK MANAGEMENT CONSULTANT FOR 2017**

**WHEREAS**, the Township of Little Falls has a need to acquire services of Risk Management Consultant as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, it is expected that the value of the acquisition of these services will exceed \$17,500; and

**WHEREAS**, the term of the contract is one year; and

**WHEREAS**, Frank Covelli/Professional Insurance Associates (PIA) has submitted a response to the Township's Request for Qualifications for provision of services of Risk Management Consultant and the submission clearly details PIA's qualifications and experience; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2017 budget;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Frank Covelli with the firm of Professional Insurance Associates (PIA) for the services as described herein; and

**BE IT FURTHER RESOLVED** by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, Frank Covelli/Professional Insurance Associates (PIA) is hereby appointed Risk Management Consultant for the Township of Little Falls for a one-year term ending December 31, 2017.

**BE IT FURTHER RESOLVED** that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.

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## Organization Meeting of January 2, 2017

### Appointing Tax Appeal Attorney & Special Counsel for 2017

**RESOLUTION [I] 17-01-02 - #9  
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR  
PROVISION OF SERVICES OF MUNICIPAL TAX APPEAL ATTORNEY FOR 2017**

**WHEREAS**, the Township of Little Falls has a need to acquire services of a Tax Appeal Attorney as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, it is expected that the value of the acquisition of these services will exceed \$17,500; and

**WHEREAS**, the term of the contract is one year; and

**WHEREAS**, Fred Semrau Esq./Dorsey & Semrau, has submitted a response to the Township's Request for Qualifications for provision of services of Tax Appeal Attorney and the submission clearly details Fred Semrau, Esq./Dorsey & Semrau's qualifications and experience; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2017 budget;

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Fred Semrau, Esq. of the of the firm of Dorsey & Semrau for the services as described herein; and

**BE IT FURTHER RESOLVED** that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.

**BE IT FURTHER RESOLVED** by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, Fred Semrau, Esq./Dorsey & Semrau, be and he is hereby appointed Tax Appeal Attorney for the Township of Little Falls for a one-year term ending December 31, 2017.

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### Financial Advisor Services for 2017

**RESOLUTION [J] 17-01-02 - #10  
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR  
PROVISION OF SERVICES OF FINANCIAL ADVISOR FOR 2017**

**WHEREAS**, the Township of Little Falls has a need to acquire Financial Advisor services as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, it is expected that the value of the acquisition of these services will exceed \$17,500; and

**WHEREAS**, the term of the contract is one year; and

**WHEREAS**, Dan Marinello/NW Financial Advisors, has submitted a response to the Township's Request for Qualifications for the provision of services of a Financial Advisor and the submission clearly details Dan Marinello/NW Financial Advisors' qualifications and experience; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2017 budget;

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Dan Marinello/NW Financial Advisors for the services as described herein; and

**BE IT FURTHER RESOLVED** that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.

**BE IT FURTHER RESOLVED** by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, Dan Marinello/NW Financial Advisors, be and is hereby appointed for the services of Financial Advisor for the Township of Little Falls for a one-year term ending December 31, 2017.

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### Municipal Consulting Engineer Services for 2017 – Boswell Engineering

**RESOLUTION [K] 17-01-02 - #11  
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR  
PROVISION OF SERVICES OF CONSULTING MUNICIPAL ENGINEER FOR 2017**

**WHEREAS**, the Township of Little Falls has a need to acquire Engineering Services as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, it is expected that the value of the acquisition of these services will exceed \$17,500; and

**WHEREAS**, the term of the contract is one year; and

**WHEREAS**, Steven Boswell P.E./Boswell Engineering, has submitted a response to the Township's Request for Qualifications for provision of services of a consulting engineer for DEP, LSRP and Pump Station matters and the submission clearly details Steven Boswell P.E./Boswell Engineering's qualifications and experience; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2017 budget;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Steven Boswell, P.E. of the firm of Boswell Engineering, for the services as described herein; and

**BE IT FURTHER RESOLVED** that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.

**BE IT FURTHER RESOLVED** by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, Steven Boswell, P.E., Boswell Engineering be and he is hereby appointed Consulting Engineer for the Township of Little Falls for a one-year term ending December 31, 2017.

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### Municipal Consulting Engineer Services for 2017 – Alaimo Group Consulting Engineers

**RESOLUTION [L] 16-01-04 - #12  
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR  
PROVISION OF SERVICES OF CONSULTING MUNICIPAL ENGINEER FOR 2017**

**WHEREAS**, the Township of Little Falls has a need to acquire Engineering Services as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, it is expected that the value of the acquisition of these services will exceed \$17,500; and

**WHEREAS**, the term of the contract is one year; and

**WHEREAS**, Nordon Murphy P.E./Alaimo Group Consulting Engineers, has submitted a response to the Township's Request for Qualifications for provision of services of a consulting engineer for Storm Water and Sewer Projects and the submission clearly details Nordon Murphy P.E./Alaimo Group Consulting Engineers' qualifications and experience; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2017 budget;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Nordon Murphy, P.E. of the firm of Alaimo Group Consulting Engineers, for the services as described herein; and

**BE IT FURTHER RESOLVED** that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.

**BE IT FURTHER RESOLVED** by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, Nordon Murphy P.E./Alaimo Group Consulting Engineers be and he is hereby appointed Consulting Engineer for the Township of Little Falls for a one-year term ending December 31, 2017.

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**Organization Meeting of January 2, 2017**

Authorizing Payroll Transfers and Payment of Certain Bills

**RESOLUTION [M] 17-01-02 - #13  
AUTHORIZATION PAYMENT TRANSFERS AND PAYMENT OF CERTAIN BILLS**

**WHEREAS**, the Township of Little Falls has entered into certain contracts and has certain other obligations for which the required payments are fixed; and  
**WHEREAS**, the scheduled dates of the regular meetings of the Township Council do not permit timely approval and payment of the amounts due under said obligations;  
**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Little Falls that the Treasurer be and is hereby authorized to make payroll transfers and payments in settlement of the following obligations; provided appropriate vouchers are presented for ratification at the next Township Council Meeting:

1. Little Falls Board of Education, Passaic Valley Regional High School - School Tax
2. County of Passaic - County Tax
3. Statewide Joint Insurance Fund
4. New Jersey State Health Benefits Fund
5. FEMA and Community Development Flood Mitigation Program Costs
6. Solid Waste Cost and Recycling Cost
7. Utility charges i.e. Tele-communications, gas, electric water, sewerage disposal and landfill fees.
8. Lease agreements
9. Pension Payments
10. Debt Service Payments for Notes and Bonds
11. Payments required to be made in between Council Meeting to accommodate sound business practices, approved by the Mayor and Chief Financial Officer, not to exceed \$7,500.00; payments to be ratified at the subsequent Township Council Meeting.
12. Transfer of Payroll and Payroll Agency as Required by Regulation & Law.

\*\*\*\*\*

Designate Bank Depositories for 2017

**TOWNSHIP OF LITTLE FALLS  
PASSAIC COUNTY NEW JERSEY  
RESOLUTION [N] 17-01-02 - #14  
DESIGNATING BANK DEPOSITORIES FOR 2017**

**BE IT RESOLVED** by the Governing Body of the Township of Little Falls that the  
Lakeland Savings Bank  
Valley National Bank  
Wells Fargo  
New Jersey Cash Management Fund

be and they are hereby designated as depositories of the Township of Little Falls (subject to each named entity's filing with the Township proof of its authorization by the State to serve as a depository for governmental agencies); and

**BE IT FURTHER RESOLVED** that the funds of said Township deposited in said banks and/or financial entities be subject to withdrawal upon checks or other orders for the payment of money when signed by any two of the following officials, to wit:

Mayor	James Belford Damiano
Township Clerk	Cynthia Kraus
Treasurer	Charles Cuccia

**BE IT FURTHER RESOLVED** that funds deposited in the Public Assistance Trust Fund II account be subject to withdrawal upon check or other orders for the payment of money when signed by any two of the following officials, to wit:

Mayor	James Belford Damiano
Township Clerk	Cynthia Kraus
Treasurer	Charles Cuccia
Human Services Director	Robert D'Antonio

**BE IT FURTHER RESOLVED** that funds deposited in the Tax Collector's Lien Redemption Accounts be subject to withdrawal upon check or other orders for the payment of money when signed by:

Mayor	James Belford Damiano
Township Clerk	Cynthia Kraus
Treasurer	Charles Cuccia

and, **BE IT FURTHER RESOLVED** that the said banks and/or funds are hereby authorized to pay any such orders and also to receive the same for credit of or in payment from the payee or any other holder without inquiry as to the circumstances of issue, or the disposition of the proceeds even if drawn to the individual order of any signing official; and

**BE IT FURTHER RESOLVED** that the Mayor, Clerk and Treasurer be and they are hereby authorized to borrow, from time to time, on behalf of this Township from said banks, sums of money for such period or periods of time and upon such terms, rates of interest and amounts as may be authorized and to execute notes or agreements in the forms required by said banks in the name of the Township of the payment of any sums so borrowed; and that the foregoing powers and authority will continue until written notice of revocation has been delivered to said banks; and

**BE IT FURTHER RESOLVED** that the Clerk of the Township of Little Falls be and he is hereby authorized to certify to the above-noted entities the within resolution and that the provisions thereof are in conformity with the provisions of law.

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Authorizing Payroll Check Signatures

**RESOLUTION [O] 17-01-02 - #15  
AUTHORIZING PAYROLL CHECK SIGNATURE**

**BE IT RESOLVED** by the Governing Body of the Township of Little Falls that the Township's Payroll Account, Lakeland Bank, be and the same is hereby made subject to withdrawal upon checks or other orders for the payment of money when signed by either one of the following, to wit:

Charles Cuccia - Treasurer

And

**BE IT FURTHER RESOLVED** that the bank is hereby authorized to pay any such orders and also to receive the same for credit of or in payment from the payee or any other holder without inquiry as to the circumstances of issue, or the disposition of the proceeds even if drawn to the individual order of the signing official; and

**BE IT FURTHER RESOLVED** that the Clerk of the Township of Little Falls be and he is hereby authorized to certify the within resolution to the above-noted bank.

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## Organization Meeting of January 2, 2017

### Fixing Meeting Dates for Current Year

#### **RESOLUTION [P] 17-01-02 - #16 FIXING TOWNSHIP COUNCIL MEETING SCHEDULE**

by the Township Council of the Township of Little Falls that the following be and is hereby established as the Township Council **BE IT RESOLVED** meeting schedule for the year 2017:  
Meetings of the **TOWNSHIP COUNCIL** shall be held at 7:00 p.m. in the Municipal Building, 225 Main Street, Little Falls, N.J., as follows:

#### **REGULAR MEETINGS**

January 23, 2017	July 24, 2017
February 27, 2017	August 28, 2017
March 27, 2017	September 25, 2017
April 17, 2017	October 30, 2017
May 22, 2017	November 27, 2017
June 26, 2017	December 18, 2017

#### **WORKSHOP MEETINGS**

January 9, 2017	July 10, 2017
February 13, 2017	August 14, 2017
March 13, 2017	September 18, 2017
April 3, 2017	October 16, 2017
May 8, 2017	November 13, 2017
June 12, 2017	December 4, 2017

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### Re-establishing Four (4) Petty Cash Funds for Current Year

#### **RESOLUTION [Q] 17-01-02 -#17 RE-ESTABLISHING FOUR (4) PETTY CASH FUNDS FOR CURRENT YEAR**

**BE IT RESOLVED** by the Township Council that, pursuant to approval previously given by the Director, Division of Local Government Services, the following Petty Cash Funds be and the same are hereby established for the year 2017 and that the Clerk and Treasurer be and they are hereby authorized and directed to issue checks payable to the said Petty Cash accounts in the amounts respectively listed:

Municipal Alliance Coordinator - \$100.00  
Township Clerk - \$250.00  
Recreation Director - \$250.00  
Police Department - \$500.00

and, **BE IT FURTHER RESOLVED** that the within authorized Petty Cash funds may, from time to time, be replenished as funds are expended therefrom; and

**BE IT FURTHER RESOLVED** that claims be honored for payment from the within-authorized Petty Cash Funds only up to the following respectively listed maximum amounts per claim:

Municipal Alliance Coordinator - \$35.00 per claim  
Township Clerk - \$25.00 per claim  
Recreation Director - \$50.00 per claim  
Police Department – No Maximum

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### Fixing 2017 Holidays

#### **RESOLUTION [R] 17-01-02 -#18 FIXING HOLIDAYS FOR CURRENT YEAR**

**BE IT RESOLVED** by the Township Council of the Township of Little Falls that the official holidays for 2017 be and they are hereby fixed as follows:

New Year's Day (1/2)	General Election Day
Martin Luther King Day (1/16)	Columbus Day (10/9)
President's Day (2/20)	Veteran's Day (11/10)
Good Friday (4/14)	Thanksgiving Day (11/23)
Memorial Day (5/29)	Day after Thanksgiving(11/24)
Independence Day (7/4)	Christmas Day (12/26)
Labor Day (9/4)	

One-half of last work day preceding  
Christmas Day (12/25) and New Year's Day

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### Fixing Interest Rates for Nonpayment of Taxes or Assessments

#### **RESOLUTION [S] 17-01-02 - #19 FIXING INTEREST RATES FOR NONPAYMENT OF TAXES OR ASSESSMENTS AND AUTHORIZING ISSUANCE OF, AND FIXING FEE FOR, DUPLICATE CERTIFICATES IN EVENT OF LOSS OR DESTRUCTION OF THE ORIGINAL AND AUTHORIZING TAX COLLECTOR TO PROCESS ANY PROPERTY TAX REFUNDS OF LESS THAN \$10.00 AND CANCEL ANY PROPERTY TAX REFUNDS OR DELINQUENCIES OF LESS THAN \$10.00**

**WHEREAS**, NJSA 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

**WHEREAS**, NJSA 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500 of the delinquency and 18% per annum on any amount in excess of \$1,500 and allows an additional penalty of 6% to be collected against any delinquency, including tax sale redemption liens, in excess of \$10,000 on properties that fail to pay the delinquency prior to the end of the calendar year; and

**WHEREAS**, NJSA 40A:5-17.1, as amended permits the governing body to authorize a municipal employee to process without further action on the part of the governing body, any property tax refund of less than \$10.00 and to cancel any property tax refund or delinquency of less than \$10.00; and

**WHEREAS**, NJSA 54:5-26 was amended to replace the current phrase "set of notices" with the word "notice". This change clarifies that the cost of mailing a notice of tax sale, by either regular or certified mail, to each interested party may not exceed \$25 for each notice, or mailing, for a particular property. The cost of mailing shall be added to the cost of the tax sale in addition to those provided in NJSA 54:5-38.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Little Falls as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500 of taxes becoming delinquent after due date; 18% per annum on any amount of taxes in excess of \$1,500 becoming delinquent after the due date; and, if any delinquency, including tax sale redemption lien, is in excess of \$10,000 and remains in arrears beyond December 31st of each year, an additional penalty of 6% shall be charged against such delinquency.

2. A ten (10) day grace period for quarterly payments shall be in effect for 2017.

3. Any payments not made in accordance with paragraph 2 of this resolution shall be charged interest from the due date as set forth in paragraph 1 of this resolution.

## Organization Meeting of January 2, 2017

and, **BE IT FURTHER RESOLVED** that the Tax Collector be and she is hereby authorized and directed to issue a Duplicate Tax Sale Certificate in the event the original is lost or destroyed, provided that:

1. The Tax Collector shall obtain an affidavit from the person shown as owner of the lost certificate verifying that he is and was the owner; that he has lost the certificate or that it has been destroyed; and that he has not transferred or otherwise assigned the certificate.

2. The Tax Collector shall provide a copy of the affidavit to be attached to the resolution authorizing issuance of the duplicate certificate.

and, **BE IT FURTHER RESOLVED** that the Tax Collector be and she is hereby authorized and directed to charge the following fees for the services respectively shown:

For duplicate copies of tax bills - \$5.00 per copy for first duplicate

\$25.00 for each subsequent duplicate bill in same calendar year

For returned checks - \$20.00 per check

For duplicate copy of a lost or destroyed tax sale certificate - \$100

For each notice - \$25 per set in lieu of two normal lien advertisement

Publications

and, **BE IT FURTHER RESOLVED** that the Tax Collector be and she is hereby authorized to process any property tax refund of less than \$10.00 and cancel any property tax refund or delinquency of less than \$10.00 without further action on the part of the governing body.

\*\*\*\*\*

### Authorizing Notice & Sale of Tax Liens in 2017 on Property in Arrears as of 11/11/16

#### **RESOLUTION [T] 17-01-02 - #20**

#### **AUTHORIZING SALE OF TAX LIENS IN 2017 ON PROPERTY IN ARREARS AS OF NOVEMBER 11 OF THE PRIOR CALENDAR YEAR AND AUTHORIZING NOTICE OF TAX SALE BY MAIL IN LIEU OF TWO PUBLICATIONS OF NOTICE THEREOF**

**WHEREAS**, C 99, PL '97 has amended R.S. 54:5-19 to permit a municipality, by resolution, to authorize sale of tax liens on property in tax arrears as of November 11 of the prior calendar year; and

**WHEREAS**, C 99, PL '97 has amended R.S. 54:5-26 to permit substitution of notice by regular or certified mail for any two of the required publications in a newspaper in general circulation in the municipality; and

**WHEREAS**, C 99, PL '97 has amended R.S. 54:5-26 to require addition of the cost of such mail notices to the costs of sale in an amount not to exceed \$25.00 for each notice as defined in the statute;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Little Falls as follows:

1. The Tax Collector is hereby authorized and directed to hold in the current calendar year a sale of unpaid tax liens, or any unpaid municipal lien or part thereof on real property, found to be in arrears as of November 11 of the prior calendar year.

2. In lieu of any two publications, notice by Regular Mail shall be made to the property owner and to any person or entity entitled to notice of foreclosure pursuant to Section 20 of PL 1948, C. 96 (C.54:5-104.48).

3. The cost of postage, paper and copying for such mailings shall be added to the costs of sale in addition to those provided in R.S. 54:5-38.

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### Requiring Bank Certified Check for Redemption of Tax Liens

#### **RESOLUTION [U] 17-01-02 - #21**

#### **REQUIRING BANK CERTIFIED CHECK FOR REDEMPTION OF TAX LIENS**

**BE IT RESOLVED** by the Township Council of the Township of Little Falls that the Tax Collector be and she is hereby authorized and directed to accept only BANK CERTIFIED CHECKS for redemption of tax liens; and

**BE IT FURTHER RESOLVED**, that requests for lien, foreclosure and sale of property information and documents require a ten (10) day notice to the Tax Collector for processing.

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### Fixing Service Charges for Returned Checks on Any Municipal Account

#### **RESOLUTION [V] 17-01-02 - #22**

#### **FIXING SERVICE CHARGES FOR RETURNED CHECKS ON ANY MUNICIPAL ACCOUNT**

**BE IT RESOLVED** by the Township Council of the Township of Little Falls that, pursuant to C. 105, P.L. 1990, a service charge of \$20 be added to any account owing to the municipality if payment was tendered on the account by a check or other written instrument which was returned for insufficient funds; and

**BE IT FURTHER RESOLVED** that in the case of accounts owing to the Township for a tax or special assessment, the service charge authorized by the within Resolution shall be included on whatever list of delinquent accounts is prepared for enforcement of the lien; and

**BE IT FURTHER RESOLVED** that the service charge authorized by the within Resolution be collected in the same manner prescribed by law for the collection of the account for which the check or other written instrument was tendered; and

**BE IT FURTHER RESOLVED** that all resolutions or parts of resolutions which are inconsistent with the provisions of this Resolution be and they are hereby rescinded to the extent of such inconsistency.

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### Fixing Public Office Hours of the Tax Collector's Office

#### **RESOLUTION [W] 17-01-02 - #23**

#### **FIXING PUBLIC OFFICE HOURS OF TAX COLLECTOR'S OFFICE**

**BE IT RESOLVED** by the Township Council of the Township of Little Falls that the public office hours of the Tax Collector's Office for collection purposes be and they are fixed as follows:

Daily: 8 a.m. to 4:00 p.m.

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### Requiring Physical Examination for All Newly Hired Employees

#### **RESOLUTION [X] 17-01-02 - #24**

#### **REQUIRING PHYSICAL EXAMINATION FOR ALL NEWLY HIRED EMPLOYEES**

**BE IT RESOLVED**, by the Township Council of the Township of Little Falls, that all new employees being hired by the Township, whether permanently or temporarily, for any department or division whatsoever, except for the Recreation Division's summer counselors, shall be administered a physical examination, by a State of New Jersey licensed physician in good standing, within fourteen (14) calendar days of the date of hire, with the cost of said physical examination to be paid by the Township. The physical examination shall include, but shall not be limited to, the following medical testing, based upon the position being filled:

CBC and SMAC Blood Tests, Urinalysis, Pulmonary Function

Test, EKG and Chest X-Rays, Lumbosacral X-Rays (for Police

Division Bargaining Unit Employees and Public Works

Division Employees only)

**BE IT FURTHER RESOLVED**, in the event that the newly hired employee shall have, within the prior sixty (60) days, received a duplicate examination, in whole or in part, then the Township at its sole discretion may, after reviewing the relevant medical records, accept the results of the earlier examination and elect to forego elements of the medical examination provided for herein, either in whole or in part; and

**Organization Meeting of January 2, 2017**

**BE IT FURTHER RESOLVED** that the Township's Physician, Joseph T. Farnese, M.D., shall be the Police Medical Administrator, unless the Township Council shall by formal resolution specify an additional or replacement medical provider; and

**BE IT FURTHER RESOLVED** that all such examinations shall include drug testing, and in view of the fact that all such new employees shall be on a probationary status as employees of the Township, any confirmed positive drug testing results shall be grounds for the immediate dismissal of any such newly hired employee; and

**BE IT FURTHER RESOLVED** that the within resolution shall be re-adopted annually at the Township's Reorganization Meeting, or as soon as practicable thereafter, for the ongoing guidance of the Township's staff, until such time as the Township Council shall elect to alter, expand, eliminate or otherwise modify the policy implemented herein.

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Appointing Recycling Coordinator, Authorizing Tonnage Grant Application

**RESOLUTION [Y] 17-01-02 - #25  
AUTHORIZING FILING OF TONNAGE GRANT APPLICATION**

**WHEREAS**, the Mandatory Source Separation and Recycling Act, P.L. 1981, c. 278, has established a Recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

**WHEREAS**, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and expand existing programs; and

**WHEREAS**, the New Jersey Department of Environmental Protection has promulgated recycling regulations, N.J.A.C. 14A:6-1 et seq., to implement the Mandatory Source Separation and Recycling Act; and

**WHEREAS**, the recycling regulations imposed on municipalities certain requirements as a condition for applying for tonnage grants, including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

**WHEREAS**, a resolution authorizing this municipality to apply for the 2015 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and indicate the assent of the Township Council to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations;

**WHEREAS**, Phil Simone is designated the Township Recycling Coordinator and the individual authorized to ensure that the application is properly completed and timely filed;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Little Falls that the Township of Little Falls hereby endorses the submission of a Municipal Recycling Tonnage Grant Application to the New Jersey Department of Environmental Protection, Office of Recycling.

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Appointing Public Agency Compliance Officer (PACO)

**RESOLUTION [Z] 17-01-02 - #26  
APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER**

**BE IT RESOLVED** by the governing body of the Township of Little Falls that Cynthia Kraus be and is hereby appointed Public Agency Compliance Officer for the Township of Little Falls.

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Appointing Tax Search Officer

**RESOLUTION [AA] 17-01-02 - #27  
APPOINTING TAX SEARCH OFFICER**

**BE IT RESOLVED** by the governing body of the Township of Little Falls that Denise Whiteside be and is hereby appointed Tax Search Officer for the Township of Little Falls for a one-year term, expiring 12/31/17.

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Appointing Certifying Officer and Supervisor to the Certifying Officer for Pension Funds

**RESOLUTION [BB] 17-01-02 - #28  
APPOINTMENT OF CERTIFYING OFFICER/SUPERVISOR FOR PENSION FUNDS**

**BE IT RESOLVED**, that Cynthia Kraus, Township Clerk, be designated as the Certifying Officer for the Township of Little Falls and said certification be forwarded to the New Jersey Department of the Treasury, Public Employees' Retirement System and Police and Fire Retirement System of New Jersey and the DCRP; and

**BE IT FURTHER RESOLVED**, that Charles Cuccia, Township Administrator, be designated as the Supervisor to the Certifying Officer for the Township of Little Falls and said certification be forwarded to the New Jersey Department of the Treasury, Public Employees' Retirement System and Police and Fire Retirement System of New Jersey and the DCRP.

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Designating Herald & News as Official Newspaper

**RESOLUTION [CC] 17-01-02 - #29  
DESIGNATING OFFICIAL NEWSPAPER**

**BE IT RESOLVED** by the governing body of the Township of Little Falls that the  
North Jersey Herald & News  
The Star Ledger  
The Record

be and the same is hereby designated the official newspaper for 2017.

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Appointing Fund Commissioner and Safety Delegate for the Suburban Essex Joint Insurance Fund

**RESOLUTION [DD] 17-01-02 - #30  
APPOINTING CHARLES S. CUCCIA AS COMMISSIONER AND SAFETY DELEGATE TO THE SUBURBAN ESSEX  
MUNICIPAL JOINT INSURANCE FUND AND THE MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND**

**WHEREAS**, the Township of Little Falls has resolved to join the Suburban Essex Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund; and

**WHEREAS**, the By-Laws of said Funds require that a Commissioner and Safety Delegate to said Funds be appointed by the Mayor with the Advice and Consent of the Council; and

**WHEREAS**, the Mayor has recommended the appointment of Charles S. Cuccia as Commissioner and Safety Delegate to said Funds;  
**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Little Falls, County of Passaic, New Jersey, that Charles S. Cuccia is hereby appointed as Commissioner and Safety Delegate to the Suburban Essex Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.

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Appointing VALIC as a Deferred Compensation Plan for the Township

**RESOLUTION [EE] 17-01-02 - #31  
APPOINTING VALIC AS A DEFERRED COMPENSATION PLAN**

## Organization Meeting of January 2, 2017

**WHEREAS**, the Township has considered the establishment of a Deferred Compensation Plan to be made available to all eligible employees, pursuant to Federal Legislation permitting such Plans, and

**WHEREAS**, certain substantial tax benefits could accrue to employees participating in said Deferred Compensation Plans, and

**WHEREAS**, such benefits will act as incentives to Township employees to voluntarily set aside and invest portions of the current income to meet their future financial requirements and supplement their State retirement, at no cost to the Township, and

**WHEREAS**, Variable Annuity Life Insurance Co. (Valic) , as Plan Administrator, agrees to hold harmless and indemnify the Township, its appointed and elected officers and participating employees from any loss resulting from Valic or its agents failure to perform its duties and services pursuant to the Valic Program;

**NOW, THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Little Falls, County of Passaic New Jersey, that the Valic Deferred Compensation Program and its attendant investment options are hereby adopted and establishes as a Deferred Compensation Plan for voluntary participation by all eligible Township employees,

**BE IT FURTHER RESOLVED**, that the Administrator is hereby authorized to execute for the Township individual participation agreements with each said employee requesting same, and to act as the "Administrator" of the Plan representing the Township, and to execute such agreements and contracts as are necessary to implement the program. It is implicitly understood that other than the incidental expenses of collecting and disbursing the participating employee's deferrals, through the Townships payroll system, and other minor administrative matters, that there is to be no cost to the Township for the program.

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### Appointing Nationwide Retirement Solutions as a Deferred Compensation Plan for the Township

#### **RESOLUTION [FF] 17-01-02- #32**

#### **APPOINTING NATIONWIDE RETIREMENT SOLUTIONS AS A DEFERRED COMPENSATION PLAN**

**WHEREAS**, the Township has considered the establishment of a Deferred Compensation Plan to be made available to all eligible employees pursuant to Federal Legislation permitting such Plans, and

**WHEREAS**, certain substantial tax benefits could accrue to employees participating in said Deferred Compensation Plans, and

**WHEREAS**, such benefits will act as incentives to Township employees to voluntarily set aside and invest portions of the current income to meet their future financial requirements and supplement their State retirement, at no cost to the Township, and

**WHEREAS**, Nationwide Retirement Solutions, as Plan Administrator, agrees to hold harmless and indemnify the Township, its appointed and elected officers and participating employees from any loss resulting from Nationwide Retirement Solutions or its agents failure to perform its duties and services pursuant to the Nationwide Retirement Solutions' Program;

**NOW, THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Little Falls, County of Passaic New Jersey, that the Nationwide Retirement Solutions Deferred Compensation Program and its attendant investment options are hereby adopted and establishes as a Deferred Compensation Plan for voluntary participation by all eligible Township employees,

**BE IT FURTHER RESOLVED**, that the Administrator is hereby authorized to execute for the Township individual participation agreements with each said employee requesting same, and to act as the "Administrator" of the Plan representing the Township, and to execute such agreements and contracts as are necessary to implement the program. It is implicitly understood that other than the incidental expenses of collecting and disbursing the participating employee's deferrals, through the Townships payroll system, and other minor administrative matters, that there is to be no cost to the Township for the program.

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### Re-Fix Policy Re: Positive Drug/Alcohol Results on CDL Driver Tests

#### **RESOLUTION [GG] 17-01-02 - #33**

#### **FIXING TOWNSHIP RESPONSE AND ACTION POLICY IN EVENT OF POSITIVE EMPLOYEE BLOOD-ALCOHOL OR DRUG TEST RESULTS**

**BE IT RESOLVED** by the Township Council of the Township of Little Falls that the attached summary tabulation of Recommendations by the Public Works Superintendent, which comply with the Federal guidelines administered by NJDOT, be and it is hereby adopted as the Township's response and action policy in the event of the within positive blood-alcohol-level readings and/or verified positive drug test for any Township- employed CDL driver, subject to its augmentation by such additional provisions as are required by law; and

**BE IT FURTHER RESOLVED** that in event of a Township-employed CDL driver refusing random or post-accident testing the penalties therefor shall be the same as the penalties provided for Post-Accident blood alcohol readings of .02-.039 or verified positive drug test.

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### Establishing Policy for Public-Portion, Public-Hearing Speakers

#### **RESOLUTION [HH] 17-01-02- #34**

#### **GOVERNING MAXIMUM PERMISSIBLE TIME PER SPEAKER DURING PUBLIC PORTION AND PUBLIC HEARINGS AT TOWNSHIP COUNCIL MEETINGS**

**BE IT RESOLVED** by the Township Council of the Township of Little Falls that the following policy be and is hereby established for conduct of the Public Portion and Public Hearings at all Regular and Special Township Council meetings:

1. Except as provided in items 4 and 5 below, any member of the public wishing to address the Township Council during the Public Portion of a meeting shall be allotted a period of time not to exceed three (3) minutes total for the evening, regardless of the number of subjects the speaker addresses at any one meeting.
2. To simplify timekeeping, members of the public shall not leave and return to the microphone but shall include all topics they wish to cover, other than agenda items already listed for public hearing, in a single address to the Township Council, except as provided in items 4 and 5.
3. Any member of the public wishing to address the Township Council during a public hearing on any scheduled agenda matter including, but not limited to, public hearings on pending Township ordinances, shall be allotted a period of time not to exceed three (3) minutes total, except as provided in items 4 and 5 below.
4. Any member of the public wishing to address both unscheduled and agenda matters at a single meeting shall be heard on unscheduled matters during the Public Portion and on agenda items at the publicly-announced appropriate time, but shall be limited to a total of three (3) minutes on all subjects.
5. At the discretion of the Council President, or any other Township Council member presiding in the Council President's absence, an additional two (2) minutes may be allotted to a member of the public, for a total not to exceed five (5) minutes for any one speaker during any one meeting.

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### Establishing Televised Township Council Meetings

#### **RESOLUTION [II] 17-01-02 - #35**

#### **ESTABLISH TELEVISED LITTLE FALLS TOWNSHIP COUNCIL MEETINGS FOR 2017**

**WHEREAS**, the Little Falls Township Council has discussed and expressed their support in open public meetings to televise regular and special Township Council meetings; and

**WHEREAS**, it is in the public interest for the residents of Little Falls to be better informed about their local government by having access to televised Township Council meetings, thus enabling them to have a greater understanding of the issues being addressed by the Mayor and Council; and

**WHEREAS**, televised Township Council meetings nurture a more informed public, thus providing more opportunities for residents to participate in their local government by enabling them to express their concerns, comments and questions to Township Officials; and

**WHEREAS**, televised Township Council meetings will benefit some residents, and in particular those homebound, by providing access to Township Council meetings; and

## Organization Meeting of January 2, 2017

**WHEREAS**, televised Township Council meetings will provide the Mayor and Council better access to the public to make announcements pertinent to community interests on matter such as health, special meetings, events and other such important issues; and

**WHEREAS**, televised Township Council meeting will enhance the Mayor and Council's ability to govern more effectively with the input of a broader public viewpoint on Township matters;

**NOW, THEREFORE BE IT RESOLVED** that the appended operating procedures for providing televised meetings be and they are hereby adopted by the Little Falls Township Council upon passage of this resolution.

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### Authorizing Administrator/QPA to Execute Purchase Orders

#### **RESOLUTION [JJ] 17-01-02 - #36**

**WHEREAS**, under the New Jersey Public Contracts Law, municipalities are permitted to make purchases without competitive bids from vendors who have entered into a contract with the State of New Jersey and the County of Passaic;

**NOW, THEREFORE, BE IT RESOLVED** that the Administrator/QPA be authorized in accordance with annual budget provisions to execute purchase orders with vendors who have been awarded contracts through the following cooperative purchasing organizations:

State of New Jersey,  
County of Passaic,  
New Jersey Local Cooperative Purchasing Group Contracts  
National Cooperative Contracts

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### Authorizing Contracts with Certain Approved State Contract Vendors

#### **RESOLUTION [KK] 17-01-02 - #37**

#### **AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A:11-12a**

**WHEREAS**, the Township of Little Falls, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Township of Little Falls has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Township of Little Falls intends to enter into contracts with the Referenced State Contract Vendors listed on the NJ Department of Treasury, Division of Purchase & Property website through this resolution, and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Township of Little Falls authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the referenced list and any other approved State Contract Vendor that may be utilized throughout the year, pursuant to all conditions of the individual State contracts; and

**BE IT FURTHER RESOLVED**, that the governing body of the Township of Little Falls, pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

**BE IT FURTHER RESOLVED**, that the duration of the contracts between the Township of Little Falls and the Referenced State Contract Vendors shall be from January 1, 2017 to December 31, 2017.

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### Increasing Bid Threshold with a Qualified Purchasing Agent

#### **RESOLUTION [LL] 17-01-02 - #38**

#### **INCREASING THE BID THRESHOLD WITH A QUALIFIED PURCHASING AGENT, PURSUANT TO N.J.S.A. 40A:11-3a AND N.J.S.C. 5:34-5 et seq.**

**WHEREAS**, the recent changes to the Local Public Contracts Law gave local contracting units the ability to increase their bid threshold up to \$40,000; and

**WHEREAS**, N.J.S.A. 40A:11-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

**WHEREAS**, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

**WHEREAS**, Charles Cuccia possesses the designation of Temporary Purchasing Agent as issued by the Local Finance Notice 2011-15, which reads in part: "If a QPA vacates the position, the appointing authority for the contracting unit may appoint, for one year from the date of the vacancy, a person who does not possess a QPA certificate as "temporary purchasing agent."; and,

**WHEREAS**, the Township of Little Falls desires to take advantage of the increased bid threshold;

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Township of Little Falls in the County of Passaic, in the State of New Jersey hereby increases its bid threshold to \$40,000.

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### Establishing Rules of Conduct for Council Meetings

#### **RESOLUTION [MM] 17-01-02 - #39**

#### **ESTABLISHING RULES OF CONDUCT FOR COUNCIL MEETINGS**

**WHEREAS** the Township Council of the Township of Little Falls is authorized and empowered to enact Policies and Procedures, Rules and Regulations and/or By-laws, by way of Resolution, pursuant to the terms and provisions of N.J.S.A. 40:69A-36 (f) and (n); and

**WHEREAS** the Township Council of the Township of Little Falls is desirous of fixing, establishing and otherwise implementing certain Policies and Procedures to regulate the day to day business operations of the Township Council;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Little Falls, that the following be and is hereby established as the Amended Policies and Procedures governing the regular daily business operations of the Township Council:

#### Section 1. Receipt of Minutes and Agenda Materials

- A. The Agenda and related supporting materials, including Minutes shall be uploaded for the Members of the Township Council to their Township ipads on the Friday prior to the public meeting covered by the said Agenda. Council members will be able to download the data at 4:00 p.m. on Friday.

#### Section 2. Order of Business for Township Council Meetings

The order of business at each Regular Meeting of the Township Council shall be as follows:

- Meeting called to Order
- Salute to the Flag
- Statement of Public Notice
- Roll Call
- Approval of Prior Meeting Minutes
- Remarks from the Chair
- Council Member Reports
- Mayor's Report
- Attorney's Report
- Public Comment – Agenda Items Only
  - Statement of Public Comment
- Consent Agenda
  - Reports

## Organization Meeting of January 2, 2017

- Applications
- Resolutions
- Regular Agenda
- Interdepartmental
- Correspondence
- New Business
- Payment of Bills
- Council Committee Reports
- Public Comment – General Matters
- Statement of Public Comment
- Executive Session (if required)
- Adjourn

The order of business at each Workshop Meeting of the Township Council shall be as follows:

- Meeting called to Order
- Salute to the Flag
- Statement of Public Notice
- Roll Call
- Public Comment – General Matters
- Statement of Public Comment
- Mayor’s Report
- Administrator’s Report
- Municipal Clerk’s Report
- DPW Superintendent’s Report
- Engineer’s Report
- Attorney’s Report
- Payment of Bills
- Public Comment – Agenda Items Only
- Statement of Public Comment
- Executive Session (if required)
- Adjourn

### Section 3. Procedure for Public Comment

- A. Each Speaker shall state, for the record, their name, address and a brief description of their topic of discussion prior to speaking. A three (3) minute time limit shall prevail, unless additional time is granted in the sole discretion of the Council President.

### Section 4. Deadline for Receipt of Proposed Agenda Resolutions

- A. The Township Clerk shall review all items to be listed upon the Agenda with the Council President at least one (1) day prior to distribution of the Agenda as required by Section 1A above.
- B. Any items required for addition to the previously distributed Agenda may only be added upon consultation and consent of the Council President. In the event of any dispute or disagreement relating to the addition of any such Agenda item(s), the determination of the Council President shall be final.

### Section 5. Council President Appointment Authority

The Council shall provide, by appropriate Resolution, for each Standing Committee and Special Committee to be appointed by the Council President. Standing Committees of the Council shall consist of no more than two (2) Members of the Council. Council Committees that include community members shall have all such representatives approved by the Council.

### Section 6. Council Standing Committees

The following are hereby established as Standing Committees of the Township Council:

- Regional Flood Board (adopted by Ordinance)
- Senior Citizen Advisory Board
- Finance Committee
- Domestic Violence Committee
- Transportation Committee
- Open Space Committee
- Technology Committee
- Grant Committee
- Wildlife Management Committee
- School Liaison
- Passaic River Advisory Committee

### Section 7. Adoption of Township Ordinances

- A. Ordinances other than Bond and Appropriation Ordinances shall require three (3) affirmative votes for adoption.
- B. Bond and Appropriation Ordinances shall require four (4) affirmative votes for adoption.
- C. Ordinances shall become effective twenty (20) days after final passage and approval by the Mayor.
- D. Failure of the Mayor to sign any Ordinance or return it to the Township Clerk within ten (10) days thereafter shall result in the Ordinance taking full force and effect in the same manner as it had been duly executed by the Mayor.
- E. In those instances where an Ordinance is reconsidered by the Township Council following a veto by the Mayor, the Council may enact such Ordinance upon the affirmative vote of two-thirds (2/3) of its Members.

### Section 8. Recognition of Council Service

- A. Members elected to the Township Council who serve at least one (1) full term, shall be recognized for that service by the Council, with the presentation of a plaque memorializing their service as a Member of the Little Falls Township Council.
- B. Said presentation shall be made to the out-going Council Members at their last regularly scheduled Council Meeting.

### Section 9. Legal Services

No Member of the Township Council shall elicit the Township Attorney to engage in Township business without first having obtained the consent of the Council President. In the event of any dispute or disagreement concerning the services to be supplied by the Township Attorney, the determination of the Council President shall be final.

#### **NOW, THEREFORE, BE IT RESOLVED:**

1. **CONDUCT OF COUNCIL MEMBERS.** Each member of the Council shall cooperate with the chair in preserving order and decorum, and no member shall, by conversation or otherwise, delay or interrupt the proceedings of the Council nor disturb any member while speaking or fail to abide by the orders of the Council or its President, except as specifically permitted by these rules.
2. **CONDUCT OF PUBLIC.** Any person who shall disturb the peace of the Council, make offensive or abusive remarks or conduct himself in a boisterous manner while addressing the Council shall be forthwith barred by the presiding officer from further audience before the Council, except that if the speaker shall submit to proper order under these rules, permission for him to continue may be granted by a majority vote of the Council.

Failure by any member of the public to conform to proper order after being told to do so by the presiding officer shall be subject that person to possible removal by the Little Falls Police.

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## Adoption of 2017 Employee Manual, an Accounting Policy, & a Fund Balance Policy

### **RESOLUTION [NN] 17-01-02- #40 RESOLUTION ADOPTING THE 2017 EMPLOYEE MANUAL, AN ACCOUNTING POLICY AND A FUND BALANCE POLICY FOR THE TOWNSHIP OF LITTLE FALLS**

**Organization Meeting of January 2, 2017**

**WHEREAS**, it is necessary for the Township to adopt policies and procedures supporting the basic operations of the Township; and  
**WHEREAS**, said policies and procedures have been approved by the Council in past; and  
**WHEREAS**, the best practices program in the State of New Jersey has addressed the adoption of formal policies in local municipalities,

**NOW, THEREFORE, BE IT RESOLVED**, in accordance with those directives, the Township Council of the Township of Little Falls hereby adopts the following policies and procedures: Little Falls Employee Manual, Little Falls Accounting Policy, Little Falls Fund Balance Policy for the year 2017.

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Mandatory Direct Deposit for Employees

**RESOLUTION [OO] 17-01-02- #41  
RESOLUTION AUTHORIZING MANDATORY DIRECT DEPOSIT OF NET PAY FOR ALL EMPLOYEES  
IN ACCORDANCE WITH P.L.2013,c28**

**WHEREAS**, the Township wishes to adopt policies requiring mandatory direct deposit of net pay for all employees in accordance with P.L. 2013, c28; and

**WHEREAS**, this policies will reduce the cost of payroll processing; and

**WHEREAS**, the Township policy exempts seasonal and temporary employees,

**NOW, THEREFORE, BE IT RESOLVED**, in accordance with P.L.2013,c28, the Township Council of the Township of Little Falls hereby adopts mandatory direct deposit of net pay for all employees and directs the Chief Financial Officer to amend the Accounting Policy and Procedures manual to reflect this policy.

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Appointing Community Emergency Response Members

**RESOLUTION [PP] 17-01-02 - #42  
RESOLUTION APPOINTING COMMUNITY EMERGENCY  
RESPONSE TEAM MEMBERS**

**WHEREAS**, the Township of Little Falls has established a Community Emergency Response Team (CERT); and

**WHEREAS**, CERT is comprised of trained volunteers to help first responders and address various needs in the event of an emergency at the direction of the Township OEM Coordinator;

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Township of Little Falls, in the County of Passaic, State of New Jersey, that the following CERT members are hereby appointed:

MaryEllen Ballantine, Phyllis Dillon, Steven DiPaola, David Henninger, Gregory Malenchak, John McConell, Nancy Mecca, Theresa Mentone, Laura Romeo, Mark Sciacca, Susan Sparks, Joan Strothers, David Thomas, Joseph Cannataro, Kathleen Koch, Eric Weiss, Dawn Weiss, Tammy Hearney, Melissa Hearney, Patti Flatley, Angela Jones, Maria Thompson, Alen Thompson, Caren DaSilva, James Caratozzolo, Lauren Locker, Holly Deni, David Bridges, Christian Henao, Mukund Shah, Sue Cardone, Arturo Zamora, Robert Dombrowski, Camille Masella, Ahmed Hassan, Colette Hassan and John Healy

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It was moved by Councilmember Cordonnier, seconded by Councilmember Liess, that the Consent Agenda be approved as printed.

Poll: Ayes: Liess, Maceri, Cordonnier, and Council President Sgobba  
Nays: None

The Council President declared the motion passed.

**PUBLIC COMMENT**

It was moved by Councilmember Maceri, seconded by Councilmember Cordonnier, that the meeting be and it was opened to the public.

Poll: Ayes: Porter, Maceri, Liess, Damiano and President Fontana  
Nays: None

The Council President declared the motion passed.

Al Attianese, 27 Dewey Avenue, congratulated the Mayor and new Councilmembers. He questioned whether a second public comment at Council Meetings would be reinstated.

Mayor Damiano referred to Resolution MM “Rules of Conduct for Council Meetings” which was approved under today’s Consent Agenda. There will be two public comment sessions at both Workshop Meetings and Regular Meetings. There will also be a Workshop Meeting and Regular Meeting separate from each other for each of the twelve months of the year.

Mercedes Gonzalez, 47 Jacobus Avenue, congratulated everyone and expressed her pleasure to hear collaboration with other towns in the presentations given today.

Cathleen Zehnacker, 141 Browertown Road, stated she obtained 170 accident reports regarding Browertown Road, spanning ten years. She compared results with those procured by the Student Advocates for Safety group, which included 57 accidents, representing five years of data. Overall, two pedestrian involved accidents were identified, the locations of which did not pertain to the area of concern. She declared a lack of resident notification of the Browertown Road sidewalk and bike path project, and inadequate time for residents’ concerns to be examined before the project was slated to begin. Additionally, she stated funds earmarked to preserve green lands are being used to take away land from resident front yards, eliminating safe buffers such as trees and bushes, currently protecting resident homes. She expressed her disappointment that Freeholder Lazzara did not vote to support to stop the project.

Marie Sgobba, 6 Greenbriar Road, congratulated her husband, Councilmember Cordonnier, and Mayor Damiano on their successful election. She knows they will do great things for the Town.

**Organization Meeting of January 2, 2017**

No one further having coming forward to be heard, it was moved by Councilmember Liess, seconded by Councilmember Cordonnier, that the meeting be and it was closed to the public.

Poll:                   Ayes:                   Porter, Maceri, Liess, Damiano and President Fontana  
                          Nays:                   None

The Council President declared the motion passed.

**TIME CAPSULE**: 51 years and three months remain until the opening of the Time Capsule on April 2, 2068. The Time Capsule was buried in Memorial Park on Wilmore Road on April 2, 1968, in connection with the Centennial Celebration, the 100<sup>th</sup> Anniversary of the Township of Little Falls; and the then Township Committee directed that the Township Clerk shall, at each Organization Meeting of the Township's governing body, insert in the Minutes a notation of the time remaining until it shall be opened.

Council President SGOBBA wished everyone a Happy New Year.

There being no further business to come before the meeting, it was moved by Councilmember Liess, seconded by Councilmember Cordonnier, the meeting be and it was adjourned at 6:39 p.m.

**H A P P Y   N E W   Y E A R**  
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