

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

Monday, April 26, 2021

Council President Sgobba called the meeting to order at 7:00 p.m. with the following members present: Christine Hablitz, Albert Kahwaty, Tanya Seber, and Christopher Vancheri. Also present were Mayor James Damiano, Township Attorney Joseph Wenzel, Township Auditor Steve Wielkotz, Township Administrator Charles Cuccia, Deputy Clerk Melissa DePiro, and Township Clerk Cynthia Kraus.

Absent: None.

Township Employees present: Police Chief Steve Post.

SALUTE TO THE FLAG

STATEMENT OF PUBLIC NOTICE:

Take notice that adequate notice of this meeting has been provided in accordance with N.J.S.A. 10:4-8 and N.J.S.A. 10:4-10 as follows: A notice of the meeting was prominently posted on the bulletin board at the Municipal Building, located at 225 Main Street, Little Falls, N.J. on February 17, 2021. A copy of the notice was faxed to the North Jersey Herald and News and The Record on the same date. Additionally, a copy of the notice was filed in the office of the Township Clerk on said date. **This meeting is being conducted under the circumstances surrounding the COVID-19 health situation. No public will be allowed to attend the meeting in person. A link and a telephone number to join the meeting can be accessed on the Township website at www.lfnj.com. Electronic provisions have been established for the public to participate during the public comment portion of the meeting.**

APPROVAL OF MINUTES

It was moved by Councilmember Kahwaty, seconded by Councilmember Hablitz, the Regular Meeting of March 22, 2021, the Workshop Meeting of April 12, 2021 be and they were approved.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
 Nays: None

The Council President declared the motion passed.

COUNCIL MEMBER REPORTS

Councilmember VANCHERI announced the Memorial Day parade will be postponed this year, however, there will be a memorial ceremony; activities for Friday evening are being finalized. Additionally, American Legion Post 108 will host a BBQ on Monday, May 30, 2021. A letter has been sent to residents in sections of the Township where the Transportation Committee recommended stop signs be placed. Councilmember VANCHERI thanked Ron Campbell for addressing resident requests for trash cans in the parks, and James DiMaria for addressing a concern regarding dead trees on the water company's property on East Main Street.

Councilmember SEBER announced the Farmer's Market will commence Memorial Day weekend until November in the Municipal Building Parking Lot. The Open Space Committee did not meet in April and will resume in May.

Councilmember KAHWATY, in collaboration with Councilmember HABLITZ, has organized five outdoor movie nights at the Recreation Center. The Green Fair has been planned to coincide with the Farmers Market. A water event has been tentatively planned at the Recreation Center on July 17, 2021. On behalf of the Domestic Violence Prevention Committee, Councilmember KAHWATY reminded residents to reach out to those who may be in danger of domestic violence.

Councilmember HABLITZ announced Earth Day was celebrated by the Brownies and senior residents by sharing a seedling. The Brownies also planted wildflowers in the planters at the Civic Center. Councilmember HABLITZ reported the first Shred-it and electronic recycling event was very successful. Lastly, the Friends of the Library will host a monthly meeting tomorrow via Zoom and is seeking a President, Vice President and Secretary.

REMARKS FROM THE CHAIR

Council President SGOBBA announced an afternoon concert will be held at the Civic Center on May 26, 2021.

MAYOR'S REPORT

Mayor Damiano discussed applications presented to the Planning Board seeking relief from the floor area ratio (FAR) and the development of a different manner to determining lot coverage. The Mayor provided details on the Passaic County vaccine mega site which will offer walk-in vaccinations commencing April 27, 2021. Township Auditor, Mr. Wielkotz, then provided a technical explanation of Ordinance No. 1402 which is passed annually. Mayor Damiano discussed changes to the Salary Ordinance with respect to dispatchers. Mayor Damiano then outlined the public hearing and adoption of the 2021 Budget. In response to Council President SGOBBA, the Mayor addressed fees collected by the Construction Department and the upcoming proposed amendment to the FAR. Councilmember VANCHERI requested information about vaccines be made available to residents through an email blast. In response to Council President SGOBBA's query, the Mayor will hold a Town Hall meeting via Zoom where a less formal discussion on Township topics can occur, possibly in May. In response to Councilmember KAHWATY, the Mayor stated while the FAR would be eliminated there would be a variation of a lot coverage requirement.

Meeting of April 26, 2021

It was moved by Councilmember Hablitz, seconded by Councilmember Kahwaty to approve the following:

Amend the 2021 Municipal Budget

RESOLUTION [A] 21-04-26- #1

It was moved by Councilmember Hablitz, seconded by Councilmember Kahwaty to amend the 2021 Municipal Budget.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

Public Hearing on 2021 Municipal Budget- It was moved by Councilmember Vancheri, seconded by Councilmember Seber, that the public hearing on the Municipal Budget be, and it was opened.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

At this time, Council President SGOBBA announced the Council will receive comments or concerns regarding the 2021 Budget to be addressed by the Council. Member of the public who join the Meeting by calling in must press *6 to mute and unmute themselves and *9 to raise their hand. Members of the public who joined the Meeting the Zoom application must click the Reactions icon and then the Raise Hand icon.

As no further comments were received for comment, it was moved by Councilmember Hablitz, seconded by Councilmember Kahwaty, that the public hearing on the 2021 Municipal Budget be and it was closed.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

Adoption of 2020 Municipal Budget

RESOLUTION [B] 21-04-26- #2

It was moved by Councilmember Vancheri, seconded by Councilmember Kahwaty to adopt the 2021 Municipal Budget.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

ATTORNEY'S REPORT

Mr. Wenzel had nothing to report.

PUBLIC COMMENT

Members of the public who desire to provide comment shall raise their virtual hand in the Zoom application. The Meeting moderator will queue the members of the public that wish to provide comment and the Council President will recognize them in order. Members of the public who have joined the Meeting by calling in must press *6 to mute and unmute themselves and *9 to raise their hand. Members of the public who have joined the Meeting via the Zoom application must click the Reactions icon and then Raise the Hand icon. Please give your name and address for the record. Once the process is complete, we will return to the regular order of business.

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

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

Norman Scherzer - 26 Birch Road, discussed the national trend of the pandemic, the incidence rate in the younger portion of the population, the reluctance of individuals to obtain the vaccine, and the public health infrastructure. Mr. Scherzer emphasized the need for better health education in the Township, and stated the Council needs to set an example and provide publicity to show the vaccine is safe. He requested the Council invite the Director of Public Health from the Clifton Health Department to a Meeting such that the public can ask questions. Councilmember SEBER thanked Mr. Scherzer and emphasized the need to continually follow safety protocols. Mayor Damiano discussed his belief that there are some inaccuracies inherently built into the COVID-19 information the Township received due to the inclusion of MSU students. The Mayor stated he continues to support obtaining herd immunity and agreed with Mr. Scherzer, noting that there is understaffing and budgetary restrictions in public health departments. Councilmember VANCHERI reiterated the Mayor's statement that the Council Meetings do not get a lot of individuals, and suggested the Mayor host a Town Hall with Mr. Beigel and his staff to address questions. Councilmember KAHWATY commented on his support of the vaccine.

Walter Kilpatrick – 6 Oak Tree Lane, Chairman, Little Falls Planning Board, thanked Mr. Scherzer for his passion and expertise, and agreed with the Mayor regarding skewed the numbers. Mr. Kilpatrick made suggestions on

Meeting of April 26, 2021

disseminating vaccine information to unvaccinated individuals. Mr. Kilpatrick agreed with Mayor’s comments on the FAR, and responded to Councilmember KAHWATY’s comments, indicating the Township already has a building coverage ratio which is identical of 30% and should cover most of the issues until a new ordinance is in place.

Jim Doran, - 22 Riverview Circle, commented on his experience at the Modell’s vaccination site and the procedure to obtain the vaccine, noting the personnel were the most gracious people he has met.

Vanessa Apaza – 9 Woodside Avenue, followed-up on her comments from a previous meeting regarding limiting licensing of recreational marijuana in Little Falls. Council President SGOBBA stated at this point the Council has discussed not allowing retail licenses but possibly granting warehousing, growing, and courier licenses in certain zones which will be established within the Township. In response to Ms. Apaza, Council President SGOBBA stated his hope to have a proposed ordinance come before the Council sometime in May, in order to meet the 180-day deadline. Ms. Apaza commented she agreed with the lack of advertising on education of the COVID-19 vaccine. She discussed her experience with contact tracing and stated she would assist with putting together some sort of education flyer if the Council so wished. Council President SGOBBA asked Ms. Apaza to provide her contact information to Mr. Cuccia.

Luis Fernandez, 54 Harrison Street, questioned why Ordinance No. 1406 was not on the Agenda tonight and requested clarification to which Mr. Cuccia confirmed it is a four-story building in the plan. In response to Mr. Fernandez, Council President SGOBBA indicated he decided the Ordinance was not ready for presentation and removed it from the Agenda. Mr. Fernandez requested further information on Ordinance No. 1405 to which Mr. Cuccia explained the rationale for various titles and positions.

No one further coming forward to be heard, it was moved by Councilmember Hablitz, seconded by *Councilmember Vancheri*, that the meeting be and it was closed to the public.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

C O N S E N T A G E N D A

All items on the Consent Agenda were considered to be routine and were enacted with a single motion. Any items under REQUISITIONS carried a Treasurer’s certification as to sufficiency of funds.

REPORTS

Municipal Clerk’s Report – Month of March 2021

MUNICIPAL CLERKS REPORT		
Month of March 2021		
ABC LICENSES		
OTHER LICENSES		
Business Licenses	\$1,340.00	
Pre-paid Business Licenses	\$80.00	
Raffle Licenses		
		\$1,420.00
REGISTRAR OF VITAL STATISTICS		
Fees & Permits	\$536.00	
Marriage Licenses-LF	\$150.00	
Marriage Licenses-NJ	\$18.00	
		\$704.00
MRNA		
Street Maps		
Zoning Maps		
Zoning Ordinances		
Document Copies		
Garage Sales	\$5.00	\$5.00
Misc. Fees & Refunds:		
TOTAL MRNA	\$116.41	<u>\$116.41</u>
TOTAL CURRENT ACCOUNT		<u>\$2,245.41</u>
TOTAL TO TREASURER		<u>\$2,245.41</u>

Municipal Clerks Dog/Cat License Report - Month of March 2021

MUNICIPAL CLERK'S DOG/CAT LICENSE REPORT		
Month of March 2021		
Dog Licenses issued 03/01/2021 thru 03/31/2021		
Nos. 100 to 103 = 4 Licenses		
Amount due Little Falls		\$27.20
Amount due State		\$7.80
Total Cash Received		35.00
Cat Licenses issued 03/01/2021 thru 03/31/2021		
Nos. 10 to 10		
Licenses Issued 1		
Total Cash Received		8.00
Total to Treas.		<u>\$43.00</u>

Meeting of April 26, 2021

Tax Collector's Report -- Month of March 2021

MONTHLY REPORT*

Municipality of Township of Little Falls
 Office of the Tax Collector
 Township of Little Falls Current Account, Lakeland Bank Revenues
 Revenues Collector for the Month of March 2021

Categories 01-	March 1-31, 2021	2021 Year to Date
2021 Taxes	\$524,997.35	\$11,844,801.59
2020, 2016 Taxes	49,188.97	296,610.05
Interest	7,534.58	21,341.27
Duplicate Tax Bills	25.00	105.00
6% Penalty Fee	0	702.97
GRANT TOTALS	\$581,745.90	\$12,163,560.88

Delinquent 2016 Taxes \$310,655.31 (Inc. 6% ye-pe)
 Delinquent 2020 Taxes 168,370.67 (Subject to tax sale this year)
 Delinquent 2021 Taxes 218,048.76 (1st qtr. 2021)
Total Delinquent Taxes \$679,074.74

2021 Refunds this month = -\$21,452.32
 2021 Year to date refunds = -\$21,452.32

Breakdown of refunds for years 2016-2021 completed in 2020(see attached).

REFUNDS IN THE YEAR 2021

Months	2016 STCJ	2017 STCJ	2018 STCJ	2019 STCJ	2020 STCJ	2021 CBJ	2020 Regular	2021 Regular	2021 Senior /Disabled	Exempt 2021	Total by Months
January	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,732.97	\$0.00	\$0.00	\$0.00	\$6,732.97
February	0.00	0.00	0.00	0.00	0.00	0.00	(V) \$250	\$0.00	0.00	0.00	250.00
March	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,452.32	0.00	0.00	21,452.32
Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,982.97	\$21,452.32	\$0.00	\$0.00	\$28,435.29

Note: The above figures represent the months that the Tax Collector did the adjustments in the computer; the Resolution(s) may have been adopted in the next month.
 STCJ = State Tax Court Judgments. CBJ= County Board Judgments

Municipality of Township of Little Falls
 Office of the Tax Collector
 Township of Little Falls Tax Collector Trust 1 (Lien Monies), Lakeland Bank
 Revenues for the Month of March 2021

	2020 Deposit	2020 Year-to-Date
January 2021	\$ 115,126.74	\$ 115,126.74
February 2021	0.00	115,126.74
March 2021	0.00	115,126.74
Total Collected as of March 31, 2021		\$115,126.74

Municipality of Township of Little Falls
 Office of the Tax Collector
 Township of Little Falls Tax Collector Trust 2 (Lien Premium Monies), Lakeland Bank
 Revenues for the Month of March 2021

	Liens with Premiums Redeemed/ (-)	Bal. /Dep. (+)
Balance Brought Forward (January 1, 2021)		\$191,100.00
January 2021	\$-7,800.00	\$183,300.00
February 2021	0.00	183,300.00
March 2021	0.00	183,300.00
Ending Balance as of March 31, 2021		\$183,300.00

Recreation Report – Month of March 2021

Recreation Center –March 2021				
Program	Facility	# Classes	Hours	Participants
Lady Hornets	Gym	5	5	35
Pickleball	Gym	9	18	82
Fencing	Multi	4	8	25
LFAC Travel BB	Gym	*	*	300
3 Cheer	Multi	6	12	80
Yoga	Multi	8	8	56
Tai Chi	Gym	8	8	29
Tigers Basketball	Gym	9	45	480
Indoor Soccer	Gym	4	16	165
Weekly Totals		53	120	1,252

Civic Center Report – Month of March 2021

March 2021			
Meeting Group	# of Meetings	Hours	Participants
Stamp Club	2	4	10
Historical Society	4	4	80
LFFD Meetings	4	4	80
Girl Scout Meeting	2	2	40
Monthly Totals	12	14	210

Meeting of April 26, 2021

Police Department Report - Month of March 2021

PATROL DIVISION MONTHLY REPORT – March 2021

This agency handled **4,624** details between January 1, 2021 and March 31, 2021.

This agency completed **359** Operations reports and **100** Investigations between January 1, 2021 and March 31, 2021.

The Little Falls Police Department handled details and wrote **132** Operation reports and **33** Investigation reports between March 1, 2021 and March 31, 2021.

The patrol division patrolled **11,721** miles during the month of March, 2021

Calls for Service

Call Type	Total
Medical emergency	53
Fire Department incident	7
Narcans deployment	0
Burglar alarms/false	24
911 calls transferred to another jurisdiction	65
Domestic violence incidents	6
Burglary	2
Criminal mischief	1
Theft	7
Suspicious person/vehicle/incident	16
General investigation	19
Noise complaint	5
All others not listed	1730

Traffic Summary

Crashes	Total
Motor vehicle crashes	63
Motor vehicle crash injuries	9
Motor vehicle crash fatalities	0
Enforcement	Total
Motor vehicle stops	478
Speeding summonses	25
DWI summonses	1
Driving while suspended summonses	12
Uninsured vehicle summonses	4
Moving violations	120
Parking violations	29
Total summonses issued	149

Arrest Summary

Total Arrests - 4

Type of Arrest	Total
CDS	0
DWI	1
Warrant	0
Domestic Violence	1
Theft	1
All others	1

Directed Patrol Summary

Detail Type	Total
School arrival	55
School dismissal	49
School walk through	85
Radar post	190
Park check	128
Vacant house check	30
Extra attention check	0
DWI/Aggressive driving patrol	0
Foot patrol	12

Patrol Division Time & Attendance

Type of Hours	Total
Vacation	72
Holiday	28
Compensatory	46
Sick	428
Personal time	12
Credit time	145
Administrative	304 (Covid)
PBA day	19
Schedule transition	20
Bereavement	0
Overtime due to Training	0
Overtime hours to maintain minimum staffing level	236
Overtime due to incident/weather/other event	6

19 out of a total of 62 shifts during the month of February were below minimum staffing.

Patrol staffing level during month: 3.31

Major incident/Notable achievement

--

Meeting of April 26, 2021

COMMUNITY POLICING

Detail Type	Total
Cell block inspection	21
School arrivals	33
School dismissals	33
School walk thru	258
Vacant house checks	29
Child car seat installations	1
Headquarters safety inspections	0
Project medicine box emptied	1 (35 lbs)
Trips to Covanta for prescription drug destruction	1 (294 lbs)
Community function appearances	0
School function appearances	1

Special projects/details

Attended Child Safety Seat recertification at NJSP Assisted with setting up Street Smart program and hanging signs

TRAFFIC DIVISION

Detail Type	Total
Traffic details	*
Radar posts	*
Crashes investigated	*
Speedometer calibrations	*
Alcotest maintenance assignments	*
Traffic meetings attended	*
Traffic complaints received	*
Road job safety checks	*
Assisted patrol	*
Enforcement	Total
Motor vehicle stops	*
Moving summonses	*
Parking summonses	*
Total summonses issued	*

Special projects/details

Due to manpower shortage, no one assigned to Traffic Division.
--

Investigations Division Report

March 2021 Monthly Report

Criminal Case Management

- 15 Cases were assigned for follow-up investigation.
- 44 Investigations currently remain open and active.
- 10 Cases closed from current and previous months.
- 3 Cases deemed Open/Inactive from current/previous months.

Criminal Complaints/Warrants Served:

- 2 Cases where Criminal Complaints were issued by the Investigative Division.
- 0 Attempts were made to service outstanding criminal arrest warrants issued by the Little Falls Municipal Court.

Juvenile

- 0 Juvenile Petitions were issued and submitted to the Passaic County Superior Court, Family Division.
- 0 Station-House Adjustment was filed by the Department's Juvenile Detective.

Narcotics

- 0 Active Narcotics investigation(s)
- 0 Arrests were made by the investigative division for a drug related offense.
- 35 Pounds of prescription medication was deposited in the Prescription Drug Box.

After Hours Call-Outs

- 1 Incident required a detective response for investigative support after hours.

21-04022 Sudden Death Investigation

Internal Affairs (IA)

- 0 IA Complaint was screened and indexed.
- 0 IA Investigation was conducted and closed.
- 2 (1 Incident = 2 Officers) IA Complaint remains open and is being investigated.
- There were 0 investigations that resulted in disciplinary action requiring a suspension of ten (10) or more days.

Grand Jury/Superior Court Appearances

- 0 Cases required a Detective to appear and testify before a Grand Jury or Superior Court.

Search Warrants/Subpoenas

- 25 Subpoenas were requested to be served for an investigation.
- There were 0 search warrants and 0 communication data warrants executed.

Background Investigations

The Investigative Division completed 2 Police Applicant investigations (9 pending), 0 Dispatcher Applicant Investigation and 0 Crossing Guard Applicant Investigations.

Megan's Law (Sex-Offender) Registrations

- 0 New Registrations
- 1 Address Verification and Re-Registrations
- There are currently 9 registered sex-offenders residing within the Township.

Detective Time Off and Overtime:

Detective Time Off: TOTAL 114 hours

Compensatory – 8 hours Vacation/Holiday – 98 Hours Personal – 0 hours Sick- 8 hours Other – 0 Hours

Meeting of April 26, 2021

Division Monthly Staffing Level (M-F) – 2.38 Detectives

Detective Overtime

Hours worked for Cash – **2.00** hours Hours worked for Compensatory Time – **6.00** hours

Property and Evidence

- 3** Item classified as property was entered into the department’s BEAST Evidence System, processed, logged and secured. (This includes missing, lost and found property, recovered stolen property and items left for safekeeping.)
 - 3** Firearms/Weapons were entered into the BEAST Evidence System, processed, logged and secured.
 - 0** Firearms were transported for ballistics analysis.
 - 9** Items classified as evidence were entered into the BEAST Evidence System, processed, logged and secured.
 - 0** Items classified as Drug Evidence were transported to the NJ State Police Laboratory for analysis.
 - 0** Items classified as Forensic Evidence were transported to the NJ State Police Laboratory at Hamilton or Holmdel, NJ for analysis. (This includes physical, chemical, and biological evidence.)
 - 3** Random drug screen analysis specimens were transported to the NJ State Medical Examiner’s Office for analysis.
- \$0.00** Currency was seized and submitted to the Passaic County Prosecutor’s Office pending asset forfeiture proceedings.

Notable Cases

20-02759– Detective Cespedes identified the actor responsible for eluding Ptl. Kania during a motor vehicle stop. The actor was subsequently interviewed and confessed to the incident. As a result, criminal charges and numerous motor vehicle offenses were lodged against him.

20-05446 – Detective Cespedes conducted an investigation into a stolen vehicle from Mountain Top Terrace. After processing the recovered vehicle, fingerprints were obtained and sent for analysis. As a result, a suspect was identified and subsequently charged with receiving stolen property.

Comments:

The Passaic County Courts are accepting investigative and financial subpoenas, however, there is still a significant delay in obtaining the requested information from the various financial/media institutions. Mostly, they are citing a backlog of requests due to the COVID-19 pandemic. This is causing an unusually high number of Open/Active investigations.

SUPPORT SERVICES DIVISION – Administrative Monthly Report – March 2021

RECORDS BUREAU

Discovery and OPRA

5 Discovery Cases involving Digital (Audio/Video) files were processed and uploaded to Dropbox for defense attorneys, the public defender and prosecutors.
31 OPRA requests were processed.
959 pages of reports were facilitated and forwarded to the Township Clerk’s Office for OPRA requests.
\$224.00 was deposited by the Records Bureau during the month.
 Discovery **\$0.00**/Firearms **\$44.00**/Accident & Incident Reports **\$0.00**/Fingerprints **\$0**/Solicitor **\$0**

Firearms

- 19** Applications for Firearms Permits
- 9** Firearms Purchaser ID cards were *Issued*
- 35** Handgun Purchase Permits were *Issued*
- 2** Application was *Denied*

Background Investigations

Firearms – **18** Firearms Investigations Completed
Permit to Carry – **0** Permit to Carry Applications.
Solicitor(s)- **0** solicitor permits were processed and issued

TRAINING:

Outside Training

- Sgt. Romaine (3-Day ICS 300)
- Cpl. Vanak, Cpl. Moncato Jr. (Child Safety Seat Re-Certification)
- D/Lt Prall, Det. Cespedes (2-Day Crime Scene Photography)

Departmental Training

Online Training
Power DMS: N/A

In House Training
 - Ptl. Norton (Completed Agency Training on 03/11/2021)

Firearms

Officers participated in firearms tactic training and completed the Spring Firearms Qualifications

DISPATCHER TIME OFF AND COVERAGE

Dispatcher Time Off

COMP – **12** Hours HOL – **4** Hours VAC – **0** Hours PER – **12** Hours
 C/T – **98.5** Hours SICK – **48** Hours FML – **12** Hours COVID19 – **0** Hours

Dispatcher Coverage – Overtime

Part-time Dispatcher Hours Worked – **66.5** hours
 Full time Dispatcher OT CASH – **147** Hours
 Dispatch Vacancy Covered by Patrol OT – **0** hours
 Dispatch Vacancy Covered by Patrol Shift – **0** hours

Full-time Dispatcher OT Comp – **29.5** hours
 Part-Time Dispatcher Proficiency Hours Worked – **0** hours

FLEET MANAGEMENT

PATROL DIVISION MONTHLY MILEAGE REPORT – March 2021

UNIT	STARTING MILEAGE	ENDING MILEAGE	TOTAL
800	15398	16048	650
810	19808	21878	2070
811	65158	65692	534
812	20825	21223	200
813	33286	35462	2176
814	78400	78927	527
815	49819	50747	928
816	7547	8997	1450
817	66271	68888	2617
818	10319	10888	569
		TOTAL MILEAGE	11721

Meeting of April 26, 2021

Construction Report – Month- March 2021

Uniform Construction Code

Permits Issued – 54
Inspections - 140
Total Value of Construction - \$2,268,169.00
Certificate of Occupancy - \$412.00
Permit Fees Collected - \$148,326.00
Permit Fees Waived - \$0.00
Total Fees Collected - \$148,738.00

Zoning

Fence Permits –\$500.00
Sign Permits - \$50.00
Zoning fees – \$10,455.00
Total Fees Collected- \$11,005.00

Property Maintenance

Certificates of Compliance Fees –\$1,965
Inspections –33
Complaints Inspections - 10
Violations Issued – 8
Snow Fines - \$70.00
Roll-off permits – \$2,035.00
Total Fees Collected - \$ 161,778.00

Monthly Revenue \$161,778.00

YTD Revenue \$214,693.00

APPLICATIONS

LITTLE FALLS FIRE DEPARTMENT AUXILIARY APPLICATION, JOSEPH OLDROYD, LONG HILL ROAD, ENTERPRISE FIRE CO. #2

NJ STATE FIREMEN’S ASSOCIATION, DONALD WARNET, TOTOWA, LITTLE FALLS FIRE DEPARTMENT

RESOLUTIONS

Renewal of Morris County Cooperative Pricing Council Membership

RESOLUTION [C] – 21-04-26- #3

AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE MORRIS COUNTY COOPERATIVE PRICING COUNCIL TO RENEW MEMBERSHIP THEREIN FOR THE PERIOD OF OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2026

WHEREAS, the Morris County Cooperative Pricing Council (“MCCPC”) was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties; and

WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

WHEREAS, the Township of Little Falls desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to **renew** its membership in the MCCPC for the period of October 1, 2021 through September 30, 2026.

BE IT RESOLVED, by the Township Council of the Township of Little Falls, County of Passaic, State of New Jersey as follows:

1. The Township Council of the Township of Little Falls hereby authorize the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2021, pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is for **renewal** of membership in the MCCPC for a five (5) year period from October 1, 2021, through September 30, 2026.
2. The Township of Little Falls Municipal Clerk is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement, to Randolph Township as Lead Agency of the MCCPC.
3. This Resolution shall take effect immediately upon final passage according to law.
4. All appropriate Township of Little Falls officials are authorized and directed to perform all required acts to affect the purpose of this Resolution.

Bundle Billing Agreement for EMS Services

RESOLUTION [D] 21-04-26 - #4

RESOLUTION AUTHORIZING EXECUTION OF BUNDLE BILLING AGREEMENT WITH ST. JOSEPH’S HOSPITAL FOR EMS SERVICES IN THE TOWNSHIP OF LITTLE FALLS AND THE BOROUGH OF ELMWOOD PARK

BE IT RESOLVED that the Township desires to continue to combine the billing for the EMS services provided by the Township of Little Falls and the services provided by St. Joseph’s Hospital.

BE IT FURTHER RESOLVED that the Mayor, Administrator and Clerk are hereby authorized to execute a bundle billing agreement with St. Joseph’s Hospital for EMS services in the Township of Little Falls.

Bill List

RESOLUTION [E] 21-04-26 - #5

BE IT RESOLVED by the Township Council of the Township of Little Falls the Council having received the Treasurer’s certification of the availability of funds for payment of all bills presented, that payment of all bills approved by the Finance Committee be and is hereby authorized, subject to the availability of funds and subject to the appropriate and available appropriation in the line item.

Per Council President SGOBBA’s request, Mrs. Kraus highlighted the items on the Consent Agenda.

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

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

REGULAR AGENDA

NEW BUSINESS

Ordinance No. 1402 - It was moved by Councilmember Kahwaty, seconded by Councilmember Vancheri, that the public hearing on Ordinance No. 1402, "CALENDAR YEAR 2021 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET COST OF LIVING ALLOWANCE AND ESTABLISH A CAP BANK" be and it was opened.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

As no comments from the public were received, it was moved by Councilmember Hablitz, seconded by Councilmember Kahwaty, that the public hearing on Ordinance No. 1402 be and it was closed.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

It was moved by Councilmember Kahwaty, seconded by Councilmember Hablitz, that the Ordinance No. 1402 be and it was adopted.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

Ordinance No. 1403 - It was moved by Councilmember Vancheri, seconded by Councilmember Seber, that the public hearing on Ordinance No. 1403, "ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS, IN THE COUNTY OF PASSAIC, STATE OF NEW JERSEY, FOR DEDICATION OF RIGHT OF WAY (HEMLOCK ROAD)," be and it was opened."

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

As no comments from the public were received, it was moved by Councilmember Vancheri, seconded by Councilmember Hablitz, that the public hearing on Ordinance No. 1403 be and it was closed.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

It was moved by Councilmember Vancheri, seconded by Councilmember Seber, that the Ordinance No. 1403 be and it was adopted.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

Ordinance No.1405 - It was moved by Councilmember Kahwaty, seconded by Councilmember Vancheri, that there be introduced and the meeting of May 24, 2021 set as the date for the public hearing of the following:

TOWNSHIP OF LITTLE FALLS
COUNTY OF PASSAIC NEW JERSEY
ORDINANCE NO. 1405
2021 LITTLE FALLS SALARY ORDINANCE
SCHEDULE "A"

Section 1.-OFFICERS AND EMPLOYEES

Title

Full Time Employees:

Table with 2 columns: Title and Salary Range. Lists various roles such as Administrator/QPA, Township Clerk, Deputy Registrar, etc., with their corresponding salary ranges.

Meeting of April 26, 2021

Police Chief	\$165,000 - 195,000
Police Records Clerk/Administrative Clerk	\$40,000 - \$65,000
Police Administrative Assistant	\$40,000--\$65,000
Recreation Director	\$40,000 - \$75,000
Assistant Recreation Director	\$35,000 - \$65,000
Assistant to Recreation Director	\$30,000- \$45,000

Permanent Part Time Salary Employees:

Mayor	\$3,500 – 10,000
Council Members	\$2,500 – 5,000
Fire Official, Bureau of Fire Prevention	\$9,100 - \$15,100
Emergency Management Coordinator	\$10,000.00 - \$11,000
Deputy Emergency Management Coordinator	\$5,000.00- \$7,500
EMS Coordinator	\$30,000- \$55,000
Tax Assessor	\$25,000 - \$40,000
Judge, Municipal Court	\$34,025 - \$56,700
Prosecutor	\$20,000 – 30,000
Building Sub-Code Official	\$18,000 - \$30,000
Electrical Sub-Code Official	\$18,000 - \$30,000
Plumbing Sub-Code Official	\$18,000 - \$30,000
Director, Public Assistance	\$9,750 - \$15,450
Secretary to Shade Tree Commission	\$951 - \$1,585
Secretary, Planning Board	\$3,300 - \$6,000
Senior Citizen Bus Driver/Coordinator	\$19,500 - \$30,000
Municipal Alliance Coordinator	\$7,500 - \$12,500
Clean Communities Coordinator	\$7,500 - \$15,000
Recycling Coordinator	\$5,000-\$7,500
Safety Officer DPW	\$2,500-\$5,000

Permanent Part Time Hourly Employees:

Administrative Assistant/Payroll Supervisor	\$16.50 – \$25.00
Police Department Administrative Clerk	\$15.00 - \$20.00
Administrative Clerk	\$13.00-\$18.75

HOURLY EMPLOYEES

P/T Courtroom Security Attendant	\$13.00 - \$22.00
P/T Fire Prevention Inspector, Bureau of Fire Prevention	\$21.00 - \$35.00
P/T Laborer	\$15.00 - \$18.00
P/T Temporary Skilled Worker, depending on Qualifications	\$15.00 - \$50.00
P/T Temporary Unskilled Worker	\$15.00 - \$17.00
P/T Recreation Building Supervisors	\$15.00 - \$17.00
P/T Communications Officers	\$18.00 - \$24.00
P/T Clerical and Secretarial	\$15.00 - \$20.00
P/T EMT's	\$15.00- \$18.00
P/T School Crossing Guard	\$17.99 - \$22.00
Seasonal DPW Worker	\$15.00 – \$17.00
Parking Enforcement Officer	\$15.00 - \$18.00
Temporary Sub Code Inspector	\$35.00- \$48.00

Communications Officers

Supervising Communications Officer/911 Certified	\$60,000-75,000
Sr. Communications Officer/911 Certified	Step 1 61,375
Sr. Communications Officer/911 Certified	Step 2 63,100
Sr. Communications Officer/911 Certified	Step 3 64,825
Sr. Communications Officer/911 Certified	Step 4 66,550
Sr. Communications Officer/911 Certified	Step 5 68,275
Sr. Communications Officer/911 Certified	Step 6 70,000
Communications Officer/911 Certified	Step 1 45,000
Communications Officer/911 Certified	Step 2 46,000
Communications Officer/911 Certified	Step 3 47,000
Communications Officer/911 Certified	Step 4 49,250
Communications Officer/911 Certified	Step 5 51,500
Communications Officer/911 Certified	Step 6 53,750
Communications Officer/911 Certified	Step 7 56,000
Communications Officer/911 Certified	Step 8 60,000
Communications Officer	\$35,000-41,500

Section 2. –COLLECTIVE BARGANNING AGREEMENTS

Salaries and compensation provisions negotiated through the current Collective Bargaining Agreements for the Teamsters Local 97 and the Little Falls PBA Local 346 and the Township of Little Falls are made apart of this ordinance. Employees covered by their respective Collective Bargaining Agreement shall be paid salary and compensation in accordance with those duly executed and approved agreements. All other provisions related to employees are incorporated herein from the Township's Personnel Policy Manual.

Section 3. –LONGEVITY

Longevity has been eliminated for all employees hired after January 1, 1997.

Section 4. OVERTIME and KEY EMPLOYEE VACATION

The following provisions of the within ordinance are subject to the provisions of any applicable Federal or State statute; and to the provisions of any applicable collective bargaining agreements.

- a. Key employees: The following employees, when employed full-time, are considered exempt key employees and designated management of their departments: Township Administrator, Township Clerk, Chief Municipal Finance Officer, Construction Code Official, Superintendent of Public Works, Deputy Superintendent of Public Works, Tax Collector, Tax Assessor, Court Administrator and Police Chief. Key employees shall not receive overtime, nor any regimented compensatory time off in lieu of overtime but shall be paid on an annual salary as authorized by the Mayor.
- b. In lieu of overtime or compensatory time off they shall receive an additional vacation week annually. Overtime may be paid to key employees if an emergency is declared and the Key Employee obtains authorization from the Mayor to work during the emergency.
- c. Non-key employees: Overtime pay may be paid to or compensatory time off may be given to non-key employees; however, compensatory time must be used within the same year and may not be carried over. Compensatory time shall commence only after the employee has worked the prescribed work week. Authorized compensatory time shall be computed at one and one-half (1½) times the hourly rate.

The hourly rate for overtime shall be computed by dividing the annual rate of pay by the number of hours in the employee's prescribed work year. In the case of a forty-hour work week, the employee shall be paid time and one-half after the full forty hours have been worked. For employees working a thirty-five-hour week, compensation shall be at straight

Meeting of April 26, 2021

time for the first five hours of overtime worked; the time and one-half provisions shall take effect only after the full forty hours have been worked.

- d. Part-time employees: Part-time employees shall be paid overtime only when in a particular week they work a number of hours which under provisions of Federal or State Law requires the payment of overtime.

Section 5.

Such deductions as may be required by law shall be made from the salaries and compensation as hereinabove set forth.

Section 6.

The Township Treasurer is hereby authorized to sign payroll checks. All Permanent employees shall be paid through the direct deposit payroll system established in the Township.

Section 7. HOLIDAYS

Permanent full-time officers and employees and permanent part-time Township officers and employees who are regularly scheduled to work twenty (20) hours or more weekly for twelve (12) months a year, whether paid on an annual salary basis or hourly basis, are entitled to the following paid Holidays:

- | | |
|------------------|------------------------|
| New Year's Day | General Election Day |
| President's Day | Columbus Day |
| Good Friday | Veterans' Day |
| Memorial Day | Thanksgiving Day |
| Emancipation Day | Day After Thanksgiving |
| Independence Day | Christmas Day |
| Labor Day | |

One-half of the last workday preceding New Year's Day and
One-half of the last workday preceding Christmas Day

Permanent part-time Township officers and employees who are regularly scheduled to work less than twenty (20) hours or more weekly for twelve (12) months a year, whether paid on an annual salary basis or hourly basis, shall receive holiday leave on a prorated basis of 1/2 the full time accrual.

Section 8.

In addition to the holidays set forth in Section 7, all full-time employees and part-time full-year employees paid by annual salary shall be entitled to two (2) personal days off each year, except as may be provided by collective bargaining contract.

Section 9.

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed.

Section 10.

This ordinance shall take effect immediately upon final passage by the Township Council, upon approval by the Mayor, and publication as required by law.

Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

Per Council President SGOBBA, Mrs. Kraus described how an ordinance becomes law and the timeframe for such.

There being no further business to come before the meeting, it was moved by Councilmember Kahwaty, seconded by Councilmember Seber, that the meeting be and it was adjourned at 8:13 p.m.

Cynthia Kraus
Municipal Clerk