

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

**Monday, August 24, 2020**

Council President Sgobba called the meeting to order at 7:00 p.m. with the following members present: Maria Cordonnier, Albert Kahwaty, Tanya Seber, and Christopher Vancheri. Also present were Mayor James Damiano, Township Attorney Joseph Wenzel, Township Administrator Charles Cuccia, 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 January 9, 2020. A copy of the notice was mailed 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 Youtube link to view this meeting can be accessed on the Township website at [www.lfnj.com](http://www.lfnj.com). Electronic provisions have been established for the public to participate during the public comment portion of the meeting.**

ROLL CALL – Council President Sgobba, Mayor Damiano and Township Administrator Charles Cuccia were present in person. Councilmember Maria Cordonnier, Councilmember Albert Kahwaty, Councilmember Tanya Seber, Councilmember Christopher Vancheri, Attorney Joseph Wenzel, Municipal Clerk Cynthia Kraus, and Police Chief Steve Post attended the meeting remotely.

**APPROVAL OF MINUTES**

It was moved by Councilmember Cordonnier, seconded by Councilmember Vancheri, that the Minutes of the July 27, 2020 Regular Meeting and the Minutes of the August 10, 2020 Workshop Meeting be and they were approved.

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

The Council President declared the motion passed.

**COUNCIL MEMBER REPORTS**

Councilmember CORDONNIER read a statement announcing her resignation from the Councilmember position.

Councilmember KAHWATY expressed his gratitude for Councilmember Cordonnier's service to the community. He announced that the last movie in the park will be held on August 26, 2020.

Councilmember VANCHERI wished Councilmember Cordonnier luck in the future and thanked her for her dedication and guidance. Councilmember VANCHERI announced preparations using social distancing guidelines are being made for a 9-11 ceremony on Friday, September 11, 2020 at 7pm. He acknowledged the Police Department who addressed recent issues affecting residents on Browertown Road and Hopson Road.

Councilmember SEBER wished Councilmember Cordonnier the best in her future endeavors. Councilmember SEBER announced the Municipal Alliance will be selling pretzels as a fundraiser at this Wednesday's movie night. The Farmer's Market continues every Sunday from 9am to 2pm. Councilmember SEBER explained how to sign up for the town-wide yard sale which will be held on September 12, 2020 from 9am to 3pm.

**REMARKS FROM THE CHAIR**

Council President SGOBBA commented he will miss Councilmember Cordonnier and thanked her for her dedication to the Township. He then explained the procedure for filling the vacant Councilmember seat.

**MAYOR'S REPORT**

Mayor Damiano provided an update on the Recreation Center complex project. The Mayor will schedule a meeting with Passaic Valley High School to address recent issues occurring at the site. Lastly, the Mayor thanked Councilmember Cordonnier and read the inscription from a plaque presented to Councilmember Cordonnier for her service to the Township.

**ATTORNEY'S REPORT**

Mr. Wenzel thanked Councilmember Cordonnier and wished her happiness in the future.

**PUBLIC COMMENT – ALL MATTERS**

Anyone wishing to address the Township Council may do so by sending an email to [CKRAUS@LFNJ.COM](mailto:CKRAUS@LFNJ.COM). The email must provide your name and address for the record. At this time there will be a ten-minute recess, which will allow the public to send comments and questions via email. At the end of the recess, the Meeting will reconvene and all proper emails will be read into the record. The Council President will determine if a response is needed and if so, shall direct said response. Once the process is complete, we will return to the regular order of business.

**Meeting of August 24, 2020**

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

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

The Council President declared the motion passed.

At this time, Council President SGOBBA announced there will be a ten-minute recess such that questions from the public can be emailed to the Clerk. The Council recessed at 7:18 PM and returned to session at 7:28 PM.

Renea Shapiro- Little Falls ABC, thanked Councilmember Cordonnier for all she has done for the Township.

John Veteri- Little Falls Historical Society & Passaic River Coalition, thanked Councilmember Cordonnier for her dedication and support of the Historical Society and Passaic River Coalition.

Kevin Barry- Chairman, Little Falls Democratic Club, offered his gratitude for Councilmember Cordonnier’s years of service.

Luis Fernandez – 54 Harrison Street, submitted a question regarding contamination at Duva field as it related to Jackson Park. Mayor Damiano deferred to the Township Engineer who was not present to respond at tonight’s Meeting. In response to Mr. Fernandez’s comment regarding Ordinance No. 1389, Mayor Damiano explained the figures do not consider the \$1.15 million in grants received, that there was no tax increase this past year, and future revenue opportunities in the Township. The Mayor elaborated upon why he believed the project provided a benefit to everyone in the Township.

As no further emails were received for comment, it was moved by Councilmember Cordonnier, seconded by Councilmember Vancheri, that the meeting be and it was closed to the public.

Poll: Ayes: Cordonnier, 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 July 2020

MUNICIPAL CLERKS REPORT		
Month of July 2020		
ABC LICENSES		\$6,600.00
OTHER LICENSES		
Business Licenses	\$3,452.00	
Pre-paid Business Licenses		
Raffle Licenses		
		\$3,452.00
REGISTRAR OF VITAL STATISTICS		
Fees & Permits	\$536.00	
Marriage Licenses-LF	\$18.00	
Marriage Licenses-NJ	\$150.00	
		\$686.00
MRNA		
Street Maps		
Zoning Maps		
Zoning Ordinances		
Document Copies		
Garage Sales	\$30.00	
Misc. Fees & Refunds:		
		<u>\$30.00</u>
TOTAL MRNA		<u>\$30.00</u>
TOTAL CURRENT ACCOUNT		<u>\$10,786.00</u>
TOTAL TO TREASURER		<u>\$10,786.00</u>

Municipal Clerks Dog/Cat License Report - Month of July 2020

MUNICIPAL CLERK'S DOG/CAT LICENSE REPORT	
Month of July 2020	
<b>Dog Licenses issued 07/01/2020 thru 07/31/2020</b>	
Nos. 31 to 33 = 3 Licenses	
Amount due Little Falls	\$20.40
Amount due State	\$3.60
Total Cash Received	\$24.00
<b>Cat Licenses issued 06/01/2020 thru 06/01/2020</b>	
Nos.0 to 0	
Licenses Issued 0	
Total Cash Received	\$24.00
Total to Treas.	<u>\$24.00</u>

**Meeting of August 24, 2020**

**Recreation Report – Month of July, 2020**

Recreation Center		July -2020														
Program	Facility	# Classes	Hrs	Particip	# Classes	Hrs	Particip	# Classes	Hrs	Particip	# Classes	Hrs	Particip	# Classes	Hrs	Particip
<b>There were No Senior Classes or Youth Activities This Month Due to The Closure of the Rec. Center for Covid-19</b>																
Pickleball Open Court	Gym															
LFFPA Cheer	Gym															
Zumba Tone	Multi															
Zumba Gold	Gym															
Tai Chi	Gym															
QiGong	Gym															
Yoga	Multi															
Chair Yoga	Gym															
Fencing	Gym															
Tiger Basketball	Gym															
LFAC Basketball	Gym															
Indoor Soccer	Gym															
Fit 4 U	Gym															
Karate	Multi															
Body Dynamics	Multi															
Mens Open Gym	Gym															
LFAC Baseball	Fields															
LFAC Softball	Fields															
<b>Weekly Totals</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Civic Center Report – Month of July, 2020**

Month of July 2020			
Building Closed due to Covid-19			
Meeting Group	# of Meetings	Hours	Participants
Golden Agers	0	0	0
Jolly Seniors	0	0	0
Senior Advisory	0	0	0
OEM	0	0	0
LFAC	0	0	0
Stamp Club	0	0	0
ABC	0	0	0
Senior Small Group Meetings	6	12	72
<b>Monthly Totals</b>	<b>6</b>	<b>12</b>	<b>72</b>

**Police Department Report - Month of July, 2020**

**PATROL DIVISION MONTHLY REPORT – July, 2020**

This agency handled **12,778** details between January 1, 2020 and July 31, 2020.  
 This agency completed **2,993** reports between January 1, 2020 and July 31, 2020.  
 This agency received **XXXX** inbound telephone calls and had **XXXXX** outbound calls during the month of July, 2020.  
 This agency received **XXXX** 911 calls during the month of July, 2020.  
 The Little Falls Police Department handled **1,674** details and wrote **466** Operation/Investigation reports between July 1, 2020 and July 31, 2020.  
 The patrol division patrolled **11,771** miles during the month of July, 2020.

**Calls for Service**

Call Type	Total
Medical emergency	50
Fire Department incident	6
Narcas deployment	0
Burglar alarms/false	22
Burglar alarms/valid	10
Domestic violence incidents	4
Burglary	1
Criminal mischief	4
Theft	7
Suspicious person/vehicle/incident	17
General investigation	20
Noise complaint	6
<b>All others not listed</b>	<b>319</b>

**Traffic Summary**

Crashes	Total
Motor vehicle crashes	54
Motor vehicle crash injuries	17
Motor vehicle crash fatalities	0
Enforcement	Total
Motor vehicle stops	212
Speeding summonses	3
DWI summonses	2
Driving while suspended summonses	6
Uninsured vehicle summonses	0
Moving violations	60
Parking violations	4
<b>Total summonses issued</b>	<b>64</b>

**Arrest Summary**

Total Arrests – **10**

Type of Arrest	Total
CDS	3
DWI	2
Warrant	1
Domestic Violence	1
Theft	2
<b>All others</b>	<b>1</b>

**Meeting of August 24, 2020**

**Directed Patrol Summary**

Detail Type	Total
School arrival	0
School dismissal	0
School walk through	0
Radar post	66
Park check	175
Vacant house check	4
Extra attention check	66
DWI/Aggressive driving patrol	0
Foot patrol	14

**Patrol Division Time & Attendance**

Type of Hours	Total
Vacation	132
Holiday	257.5
Compensatory	150
Sick	240
Personal time	24
Credit time	373
Administrative	0
PBA day	12
Schedule transition	0
Bereavement	0
Overtime due to Training	0
Overtime hours to maintain minimum staffing level	75
Overtime due to incident/weather/other event	11

9 out of a total of 62 shifts during the month of July were below minimum staffing.

**Patrol staffing level during month: 3.40**

**Major incident/Notable achievement**

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**COMMUNITY POLICING**

Detail Type	Total
Cell block inspection	21
School arrivals	0
School dismissals	0
School walk thru	0
Vacant house checks	7
Child car seat installations	1
Headquarters safety inspections	0
Project medicine box emptied	1
Trips to Covanta for prescription drug destruction	0
Community function appearances	4
School function appearances	0

**Special projects/details**

Attended (4) concerts in the park. Supervised juvenile station house adjustments (curb painting and cleaning) Worked patrol July 29 and July 30 Completed 6 CEU's for 2022 Child Safety Seat recertification.
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**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**

***Corporal Moncato was moved to the patrol division due to a long term injury causing a patrol shift shortage.
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**Investigations Division Report**

July, 2020 Monthly Report

**Criminal Case Management**

- 10 Cases were assigned for follow-up investigation.
- 16 Investigations currently remain open and active.
- 6 Cases closed from current and previous months.

**Criminal Complaints/Warrants Served:**

- 0 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.

## Meeting of August 24, 2020

### Narcotics

- 1 Active Narcotics investigation(s)
- 0 Arrests were made by the investigative division for a drug related offense.
- 0 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.

### Internal Affairs (IA)

- 0 IA Complaint was screened and indexed.
  - 0 IA Investigation was conducted and closed.
  - 0 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

- 1 Subpoena was requested to be served for an investigation.
- There was 0 search warrant and 0 communication data warrants executed.

### Background Investigations

The Investigative Division conducted 0 Police Applicant investigations, 0 Dispatcher Applicant Investigation and 0 Crossing Guard Applicant Investigations.

### Megan's Law (Sex-Offender) Registrations

- 0 New Registrations
  - 2 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 143 hours

Compensatory – 85 hours      Vacation/Holiday – 48 Hours      Personal – 0 hours      Sick- 10 hours      Other – 0 Hours

#### Division Monthly Staffing Level (M-F) – 2.2 Detectives

### Detective Overtime

Hours worked for Cash – 0 hours      Hours worked for Compensatory Time – 1 hour

### Property and Evidence

- 4 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.)
- 2 Firearms/Weapons were entered into the BEAST Evidence System, processed, logged and secured.
  - 0 Firearms were transported for ballistics analysis.
- 13 Items classified as evidence were entered into the BEAST Evidence System, processed, logged and secured.
  - 1 Items classified as Drug Evidence were transported to the NJ State Police Laboratory for analysis.
  - 3 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.)
  - 0 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

20-02732 On July 14, patrol filed a report of criminal mischief where a resident's pool was severely damaged causing approximately \$1800 dollars in damage. Det. Strothers started an investigation and discovered the identities of the actors. The three juvenile suspects' parents agreed to make restitution to the victim for the damages.

### Comments:

Throughout July, the health-crisis surrounding the COVID-19 Pandemic continued to effect some aspects of the Investigation Division. Sections of Superior Court remain closed and are still unable to process subpoena requests. This is causing an unusually high number of open/inactive cases pending both financial and investigative subpoenas.

## SUPPORT SERVICES DIVISION – Administrative Monthly Report – July, 2020

### RECORDS BUREAU

#### Discovery and OPRA

9 Discovery Cases involving Digital (Audio/Video) files were processed and uploaded to Dropbox for defense attorneys, the public defender and prosecutors.

29 OPRA requests were processed.

493 pages of reports were facilitated and forwarded to the Township Clerk's Office for OPRA requests.

\$473.00 was deposited by the Records Bureau during the month.

\$0.00 of the total deposited was as Unclaimed Property.

Discover \$0.00/Firearms \$203.00/Accident & Incident Reports \$270.00/Fingerprints \$0/Solicitor \$0

### Firearms

32 Applications for Firearms Permits

44 Firearms Purchaser ID cards were *Issued*

82 Handgun Purchase Permits were *Issued*

0 Applications Denied

1 Application Withdrawn by Applicant

### Background Investigations

*Firearms* – 51 Firearms Investigations Completed

*Permit to Carry* – 0 Permit to Carry Applications.

*Solicitor(s)*- 0 solicitor permits were processed and issued

### TRAINING

#### Outside Training

- Training began to resume at the Passaic County Police Academy during this month.
- Sgt. Gilchrist and Ptl. Kania attended Laws of Police/Citizen Encounters on July 30<sup>th</sup> and 31<sup>st</sup> at PCPA
- Departmental Training
- Training suspended due to social distancing/COVID-19 – Scheduled to resume in the month of August

#### Online Training:

*Power DMS:* Officers completing the following: Civil Unrest Training, Law Enforcement Interactions with Transgender Individuals Training, Law Enforcement and the Jewish Orthodox Religion Training, Understanding Drug Addiction Training.

**Meeting of August 24, 2020**

**NJ Learn Training:** None

**PowerPhone:** All PST employed by this department currently following the training program as assigned.

**Firearms**

Voluntary training was held on July 3<sup>rd</sup> and July 6<sup>th</sup> at the Passaic County Sheriff's Department Range located at Garrett Mountain. This training consisted of Rifle Qualifications, Handgun Proficiency, Tactical Movements and Target Shooting. A total of 13 Officers participated in this voluntary training exercise.

**DISPATCHER TIME OFF AND COVERAGE**

**Dispatcher Time Off**

COMP – 0 Hours      HOL – 96 Hours      VAC – 36 Hours      PER – 0 Hours  
 C/T –100 Hours      SICK – 84 Hours      FML - 12 Hours

**Dispatcher Coverage – Overtime**

Part-time Dispatcher Hours Worked – 176 hours      Full-time Dispatcher OT Comp – 0 hours  
 Full time Dispatcher OT CASH – 103 Hours      Part-Time Dispatcher Proficiency Hours Worked – 0 hours (Suspended due to COVID-19 restrictions)  
 Dispatch Vacancy Covered by Patrol OT – 3 hours taken in Comp  
 Dispatch Vacancy Covered by Patrol Shift –46 hours

**JULY 2020 VEHICLE EXPENSE REPORT**

DATE	VEH	MIL	Maintenance Complaint	Repair	Location	Invoice	Amount	BDG	OOS	BIS	Days
7/5/20	814	66173	Service	Oil Service	DPW	N/A	\$0.00	752	7/7	7/7	1
7/6/20	817	52545	Service	Oil Service	DPW	N/A	\$0.00	761	7/7	7/7	1
7/7/20	812	15144	Service	Oil Service	DPW	N/A	\$0.00	754	7/7	7/7	1
7/14/20	818	67496	Tires	Checked, replace next serv	DPW	N/A		756	7/14	7/14	0
7/22/20	813	25100	Dead Battery	Jumped and charge	DPW	N/A	\$0.00	716	7/22	7/22	
7/27/20	INV		Oil	55 gal drum oil	Bolkema	68059	\$786.96	716			0
7/29/20	INV		Tires	12 New Tires	Barnwell	1388192	\$1,787.88	716			0
7/30/20	812	15144	Hold in driver's seat back		Wayne Ford		\$0.00		7/31		0

Based on inquire by selection      Subtotal      \$2,574.84

**FLEET MANAGEMENT**

**PATROL DIVISION MONTHLY MILEAGE REPORT – July 2020**

UNIT	STARTING MILEAGE	ENDING MILEAGE	TOTAL
800	10945	11568	623
810	13087	14017	930
811	52805	54318	1513
812	14791	16407	1616
813	25028	25110	82
814	65977	67371	1394
815	38884	40279	1395
816	63161	64246	1085
817	52083	54020	1937
818	66937	68133	1196
		<b>TOTAL MILEAGE</b>	<b>11771</b>

**Construction Report – Month- July 2020**

**Uniform Construction Code**

Permits Issued – 57  
 Inspections – 143  
 Total Value of Construction - \$807,079.00  
 Certificate of Occupancy - \$200.00  
 Permit Fees Collected - \$19,262.00  
 Permit Fees Waived - \$200.00  
 Penalties Collected - \$0.00  
 Total Fees Collected - \$19,462.00

**Zoning**

Fence Permits –\$200.00  
 Zoning fees – \$1,180.00  
 Total Fees Collected- \$1,380.00

**Property Maintenance**

Certificates of Compliance Fees –\$2145.00  
 Inspections – 49  
 Complaints Inspections - 18  
 Violations Issued – 13  
 Roll-off permits – \$50.00  
 Total Fees Collected - \$2195.00  
**Monthly Revenue \$23,037.00**

**YTD Revenue \$139,005.50**

**RESOLUTIONS**

**Receipt and Review of 2019 Annual Report of Audit**

**RESOLUTION [A] 20-08-24 - #1**

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

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

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

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

- General Comments
- Recommendations

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

- General Comments
- Recommendations

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

**Meeting of August 24, 2020**

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

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

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

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

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Corrective Action Plan for 2019 Annual Audit

**TOWNSHIP OF LITTLE FALLS  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION [B] 20-08-24 - #2**

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

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

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

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

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

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

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Emergency Resolution

**RESOLUTION [C] 20-08-24-#3  
TOWNSHIP OF LITTLE FALLS, NJ  
EMERGENCY RESOLUTION N.J.S. 40A:4-48  
(under 3% limitation)**

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

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

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

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

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

Capital Budget Amendment Resolution

**RESOLUTION [D] 20-08-24-#4**

Bill List

**RESOLUTION [E] 20-08-24 - #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.

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

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

The Council President declared the motion passed.

**NEW BUSINESS**

Ordinance No. 1389 – It was moved by Councilmember Cordonnier, seconded by Councilmember Vancheri, that there be introduced and the meeting of September 14, 2020 set as the date for the public hearing of the following:

**BOND ORDINANCE NO. 1389**

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

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

## Meeting of August 24, 2020

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

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

Section 1. The additional sum of \$500,000 is hereby appropriated to the payment of the cost of the improvement authorized by ordinance no. 1383 adopted by the Township Council of the Township on May 18, 2020 (the "Prior Ordinance"). Said additional appropriation shall be met from the down payment appropriated and from the proceeds of the sale of the bonds authorized by this ordinance. Said improvement has been and shall be made as a general improvement and no part of the cost thereof has been nor shall be assessed against property specially benefited.

Section 2. It is hereby determined and stated that (1) the making of such improvement (hereinafter referred to as "purpose") is not a current expense of said Township, and (2) it is necessary to finance said purpose by the issuance of obligations of said Township pursuant to the Local Bond Law (Chapter 2 of Title 40A of the New Jersey Statutes Annotated, as amended; the "Local Bond Law"), and (3) the estimated cost of said purpose authorized by the Prior Ordinance is \$3,500,000, including the sum of \$3,000,000 appropriated by the Prior Ordinance and the \$500,000 appropriated by this ordinance, and (4) \$750,000 of said sum is to be provided by the Green Acres grant from the New Jersey Department of Environmental Protection appropriated by the Prior Ordinance, and (5) \$150,000 of said sum is to be provided by the Open Space grant from the County of Passaic appropriated by the Prior Ordinance; and (6) \$130,000 of said sum is to be provided by the down payment, including the \$105,000 appropriated by the Prior Ordinance and the \$25,000 hereinafter appropriated to finance said purpose, and (7) the estimated maximum amount of bonds or notes necessary to be issued for said purpose is \$2,470,000, including the \$1,995,000 authorized by the Prior Ordinance and the \$475,000 hereinafter authorized, and (8) the cost of such purpose includes the sum of \$250,000 stated in the Prior Ordinance, which is estimated to be necessary to finance the cost of such purpose, including architect's fees, accounting, engineering and inspection costs, legal expenses and other expenses, including interest on such obligations to the extent permitted by Section 20 of the Local Bond Law.

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

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

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

Section 6. Each bond anticipation note issued pursuant to this ordinance shall be dated on or about the date of its issuance and shall be payable not more than one year from its date, shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law and may be renewed from time to time pursuant to and within limitations prescribed by the Local Bond Law. Each of said notes shall be signed by the Mayor and by a financial officer and shall be under the seal of said Township and attested by the Township Clerk or Deputy Township Clerk. Said officers are hereby authorized to execute said notes in such form as they may adopt in conformity with law. The power to determine any matters with respect to said notes not determined by this ordinance and also the power to sell said notes, is hereby delegated to the Chief Financial Officer who is hereby authorized to sell said notes either at one time or from time to time in the manner provided by law.

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

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

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

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

Section 11. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this ordinance. Said obligations shall be direct, unlimited and general obligations of the Township, and the Township shall levy ad valorem taxes upon all the taxable real property within the Township for the payment of the principal of and interest on such bonds and notes, without limitation as to rate or amount.

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

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

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

The Council President declared the motion passed.

At this time, Mayor Damiano announced he will host a virtual Town Hall meeting tomorrow at 7:30 pm on Facebook Live. He encouraged submission of questions or concerns ahead of time or during the meeting.

There being no further business to come before the meeting, it was moved by Councilmember Cordonnier, seconded by Councilmember Seber that the meeting be and it was adjourned at 7:45 p.m.

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Cynthia Kraus  
Municipal Clerk