

**FINANCE MEETING**  
**April 11, 2019**

**A REGULAR SCHEDULED FINANCE MEETING** of the Mayor and Council of the Borough of Carlstadt was held in the Caucus Room of the Borough Hall, 500 Madison Street, Carlstadt, New Jersey on Thursday, April 11, 2019 at 7:20 P.M.

Mayor Craig Lahullier asked Claire Foy, Borough Clerk to call the roll: Mayor Craig Lahullier, Councilmen Robert Zimmermann, David Stoltz, Richard Bartlett, James Lenoy and Joseph Emerson were present. Councilman William Roseman arrived at 7:35 P.M.

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

Mayor Lahullier – This meeting has been called pursuant to the Open Public Meetings Law and in accordance with Section 5 of the Open Public Meetings Act, adequate notice of this meeting having been provided in the annual notice schedule which contained the time, date and location of the meeting, copies of which were sent and advertised in the following official newspapers of Carlstadt: The Record on January 5, 2019 and the Herald News on January 5, 2019 a copy of which is on the Bulletin Board in the Borough Hall and a copy on file in the office of the Borough Clerk.

Mayor Lahullier entertained a motion to open the budget amendment to a hearing of citizens. On motion by Stoltz, seconded by Zimmermann, unanimous on call of roll of those present. Mayor Lahullier asked if any citizen wished to be heard. Mayor Lahullier said to let the record show there was no citizen wished to be heard. Mayor Lahullier entertained a motion to close this to a hearing of citizens. On motion by Zimmermann, seconded by Stoltz, unanimous on call of roll of those present.

**CONSENT AGENDA**  
**RESOLUTION NO. 2019-106**

**BOROUGH OF CARLSTADT**

**RESOLUTION TO AMEND BUDGET**

**WHEREAS**, the local municipal budget for the year 2019 was approved on the 4th day of April, 2019.

**WHEREAS**, the public hearing on said budget was held as advertised, and

**WHEREAS**, it is desired to amend said approved budget.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, County of Bergen, t.he following amendments to the approved budget of 2019 be made:

	<b>FROM</b>	<b>TO</b>
	Introduced/Approved Budget	Budget Amendment #1
<b><u>ANTICIPATED REVENUES:</u></b>		
Surplus Anticipated	\$1,250,000.00	\$1,350,000.00
<b>Total General Revenue</b>	<b><u>23,453,135.81</u></b>	<b><u>23,553,135.81</u></b>
<b><u>GENERAL APPROPRIATIONS:</u></b>		
<b>Capital Improvements - Excluded from Caps</b>		
Capital Improvement Fund	\$300,000.00	\$400,000.00
<b>Total General Appropriations - excluded from "CAPS"</b>	<b>4,914,965.26</b>	<b>5,014,965.26</b>
<b>Total General Appropriations</b>	<b><u>\$23,453,135.81</u></b>	<b><u>\$23,553,135.81</u></b>

**BE IT FURTHER RESOLVED**, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for their certification of the municipal budget so amended.

A hearing on the budget amendment will be held at the Municipal Building on April 11, 2019 at 7:00 o'clock P.M. at which time and place objections to said Budget Amendment may be presented by taxpayers or other interested persons.

**RESOLUTION NO. 2019-107**

**BOROUGH OF CARLSTADT  
 BERGEN COUNTY, NEW JERSEY**

**SELF-EXAMINATION OF BUDGET RESOLUTION  
*[as required by DCA]***

**WHEREAS**, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

**WHEREAS**, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the BOROUGH of CARLSTADT has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2019 budget year.

**NOW, THEREFORE BE IT RESOLVED** by the governing body of the BOROUGH of CARLSTADT that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
  - a. Payment of interest and debt redemption charges
  - b. Deferred charges and statutory expenditures
  - c. Cash deficit of preceding year
  - d. Reserve for uncollected taxes
  - e. Other reserves and non-disbursement items
  - f. Any inclusions of amounts required for school purposes.
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
  - a. All estimates of revenue are reasonable, accurate and correctly stated,
  - b. Items of appropriation are properly set forth
  - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

**BE IT FURTHER RESOLVED** that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

**RESOLUTION NO. 2019-108**  
**BOROUGH OF CARLSTADT**  
**MUNICIPAL BUDGET 2019**

**BE IT RESOLVED**, that the following statements of revenue and appropriations shall constitute the adopted Municipal Budget for the year 2019.

General Appropriations

Appropriations within "CAPS" - Municipal Purposes	\$18,178,170.55
Appropriations excluded from "CAPS" - Municipal Purposes	5,014,965.26
Reserve for Uncollected Taxes	360,000.00
Total General Appropriations	23,553,135.81
Less: Anticipated Revenues	4,197,237.43

**Amount to be Raised by Taxes for Support of Municipal Budget**

Local Tax Municipal Purposes	\$18,599,668.47
Minimum Library Tax	<u>\$763,519.00</u>
<b>Total to be Raised by Taxes</b>	<b>\$ 19,363,187.47</b>

The Governing Body of the Borough of Carlstadt does hereby adopt the above as the Budget for the year 2019.

It is hereby certified that this is a true copy of the resolution adopted by the Governing Body on the 11<sup>th</sup> day of April, 2019.

On motion by Emerson, seconded by Zimmermann, unanimous on call of roll of those present.

Mayor Lahullier said we need to ratify four Special Police Officers for the Little League Parade on April 6, 2019.

On motion by Stoltz, seconded by Bartlett, unanimous on call of roll of those present.

**RESOLUTION NO. 2019-108-A**

**WHEREAS**, the Borough of Carlstadt is desirous of making road improvements to Commerce Road to address potholes that have occurred in the roadbed; and

**WHEREAS**, the County of Bergen has an on-going road improvement project on Washington Avenue, proximate to the area on Commerce Road in need of repair, and has offered the Borough the opportunity to have the needed repairs to the roadbed accomplished by their contractor for the cost of milling and paving material; and

**WHEREAS**, the Borough wishes to request the County of Bergen to expand the scope of their project area for the purposes of addressing the issues on Commerce Road and agrees reimburse the County for such work, which shall be limited in scope and area so as to not exceed the amount of \$40,000.00; and

**WHEREAS**, the County of Bergen shall prepare the required Change Order to reflect the additional scope of work, if required, and provide a copy to the Borough together with the request for reimbursement.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey, that:

1. The Project Manager be and hereby is authorized to request the County of Bergen to expand the scope of their on-going road improvement project on Washington Avenue to include the area of Commerce Road in need of repair; and
2. The Chief Financial Officer be and hereby is authorized to reimburse the County of Bergen for the milling and paving work performed on Commerce Road an amount not to exceed \$40,000.00, upon receipt of the Change Order, if required, and detailed request for reimbursement.

Certification as to the availability of funds:

The CFO/Treasurer/QPA hereby certifies that sufficient funds are available to pay the County of Bergen for road improvement work on Commerce Road up to \$40,000.00 on a reimbursement basis from Capital Account No. 41345991.

On motion by Stoltz, seconded by Emerson, unanimous on call of roll of those present.

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Mayor Lahullier said we need to approve a fruit basket for the Tronziger family.

On motion by Stoltz, seconded by Zimmermann, unanimous on call of roll of those present.

Mayor Lahullier said he received a call yesterday that the First Presbyterian Church has some lead paint abatement that they need to do before they can move some people into the apartment.

We need to abate the fees for the permits.

On motion by Bartlett, seconded by Emerson, Councilmen Zimmermann, Stoltz, Bartlett, Lenoy and Emerson voted yes. Councilman Roseman abstained.

Patrick Grella, a resident who lives on Fourth Street, told the Council that he has a neighbor that has two dogs that stay outside all the time. They are constantly barking. This has been going on for quite a while. He went to the police a number of times on this matter. It has been three years. He got the Board of Health involved and the people received a summons. Now they have to go to court. The Board of Health feels the charge will be dismissed and will go back to where it was. Councilman Bartlett went to the Board of Health meeting and it was determined that between the County and the attorney for these people, it is not an issue because there is no health violation. It is more of a code violation or a public nuisance issue. This went into a lengthy discussion.

Mayor Lahullier said let it go to court. He asked Mr. Grella if he is happy with them keeping the dogs in the house. Mr. Grella replied yes. Mayor Lahullier said if it changes then you have to file a nuisance complaint with the police.

Joseph Crifasi, DPW Operations Manager mentioned that recreation employment applications are out and Ashley Brown applied again for the Summer Recreation Director position. Mr. Crifasi said he thought we could consider bringing her back.

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

### **COUNCILMAN RICHARD BARTLETT**

Larry Wood wanted him to bring this up. He went to get a physical for emergency service worker. It is no cost to the individual. They take your insurance information and if the insurance covers it, they will bill your insurance. If not, there are means to have it paid. All members who are seventy years of age or older have to go for an annual physical. Mr. Wood went and had this done. He has done this before and he feels this is a much better physical than we get through Hackensack Hospital. He listed all of the testing that is done. Mayor Lahullier said maybe we should have our insurance representative approve that and if it seems to be a better physical, he would be in favor of it.

Councilman Bartlett said he got a request from the Hook and Ladder Company and a little bit later in the year Dave Cabri will be retiring from the Hook and Ladder as he will have his twenty-five years in. Usually what they do is get him a plaque. Dave doesn't want that. He would like to keep the fire helmet that he has. Before they agree with that, the company wants to make sure it is agreeable with the Mayor and Council.

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

**COUNCILMAN WILLIAM ROSEMAN**

He had nothing to discuss at this time.

**COUNCILMAN JAMES LENOY**

He mentioned that he asked Joseph Crifasi, DPW Operations Manager to remove the bollards along the path that leads to Carlyle Court.

**COUNCILMAN ROBERT ZIMMERMANN**

He had nothing to discuss at this time.

**COUNCILMAN JOSEPH EMERSON**

He mentioned that the potted plants on Route 17 should be removed and the personnel manual needs to be updated.

**COUNCILMAN DAVID STOLTZ**

He had nothing to discuss at this time.

**EXECUTIVE SESSION MEETING ACT  
RECESS INTO CLOSED SESSION**

**WHEREAS**, it is necessary for the Governing Body of the Borough of Carlstadt to conduct an executive session closed to the public in order to discuss one or more of the following subjects: personnel

**NOW, THEREFORE BE IT RESOLVED** that the Mayor and Council of the Borough of Carlstadt hereby moves to go into executive session in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et. Seq. for the purpose of discussing one or more of the following subjects: personnel

**AND, BE IT FURTHER RESOLVED** that the public will be informed either later this evening after reconvening the public meeting or at a future public meeting said date is not predictable at the present time.

**AND, BE IT FURTHER RESOLVED** that the matters discussed in and minutes of the closed session shall be disclosed to the public when the reason for confidentiality no longer exists.

Mayor Lahullier entertained a motion to go into closed session at 8:12 P.M. On motion by Zimmermann, seconded by Stoltz, unanimous on call of roll.

The meeting went back into open session at 8:19 P.M. with the following members in attendance: Mayor Lahullier, Councilmen Zimmermann, Stoltz, Bartlett, Lenoy, Emerson and Roseman.

**RESOLUTION NO. 2019-109**

**WHEREAS**, Lieutenant Damir Blagec has advised the Borough of Carlstadt of his intent to retire from the Carlstadt Police Department effective December 31, 2019; and

**WHEREAS**, the pension laws of the Police and Firemen Retirement System states that a party is eligible for retirement after serving twenty-five years in the system; and

**WHEREAS**, Lieutenant Damir Blagec has requested and been granted a period of terminal leave, inclusive of all accumulated time owed for the year 2019, to commence July 1, 2019 through December 31, 2019 and thereafter has been granted terminal leave of three (3) months lump sum in recognition of his dedicated service to the Borough of Carlstadt payable on January 1, 2020; and

**WHEREAS**, Lieutenant Damir Blagec is entitled to receive health benefits under the PBA Local 312 bargaining unit agreement and acknowledges that pursuant to Chapter 78 he will contribute 1.5% of his pension benefit for that continued health benefit coverage, said amount to be deducted from his monthly pension benefit and paid to the Borough of Carlstadt or to be paid directly by retiree to the Borough upon receipt of notice of amount due.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey that the retirement of Lieutenant Damir Blagec effective December 31, 2019, be and hereby is accepted.

**AND, BE IT FURTHER RESOLVED** that the Payroll Clerk and Chief Financial Officer are hereby directed and authorized to pay to Lieutenant Damir Blagec terminal leave for the period July 1, 2019 to December 31, 2019 and a lump sum amount equal to three (3) months salary, together with any other amounts that may be due to him upon separation from service.

**AND, BE IT FURTHER RESOLVED** that in recognition of the past service of Lieutenant Damir Blagec that upon retirement he will be permitted to retain his service weapon, a Glock Model 23 serial #XCS713.

Mayor Lahullier entertained a motion to approve the request of Damir Blagec for his retirement from the Police Department.

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

**EXECUTIVE SESSION MEETING ACT  
RECESS INTO CLOSED SESSION**

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**AND, BE IT FURTHER RESOLVED** that the matters discussed in and minutes of the closed session shall be disclosed to the public when the reason for confidentiality no longer exists.

Mayor Lahullier entertained a motion to go back into closed session at 8:20 P.M. On motion by Roseman, seconded by Zimmermann, unanimous on call of roll.

The meeting went back into open session at 8:30 P.M. with the following members in attendance: Mayor Lahullier, Councilmen Zimmermann, Stoltz, Bartlett, Lenoy, Emerson and Roseman.

Mayor Lahullier entertained a motion to adjourn the meeting at 8:32 P.M. On motion by Bartlett, seconded by Roseman, unanimous on call of roll.

APPROVED: \_\_\_\_\_  
CRAIG LAHULLIER, MAYOR

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