

**FINANCE MEETING  
February 19, 2019**

**A RESCHEDULED 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 Tuesday, February 19, 2019 at 7:58 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, Joseph Emerson and William Roseman were present.

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

The following notice was published in The Record on February 18, 2019:

**BOROUGH OF CARLSTADT  
RESCHEDULED MEETING NOTICE**

The February 14, 2019 Finance Meeting of the Mayor and Council of the Borough of Carlstadt is rescheduled to Tuesday, February 19, 2019 in the Borough Hall Caucus Room, 500 Madison Street, Carlstadt, NJ 07072 following the regularly scheduled Council Meeting.

Sharon Dunn, Carlstadt Ambulance Corps President, was in attendance with regards to building renovations at the Ambulance Corps building and a new Lucas machine for a person who is in cardiac arrest. She went into detail on this matter. Regarding the building renovations, they are looking to do track work in the ceiling for updating lighting and some upgrading in the kitchen area. Mayor Lahullier said we can have our maintenance person install the ceiling track, but would need an electrician for the lighting. Mayor Lahullier said we would have to look into the Lucas machine as it is around \$30,000.00 and perhaps there is some grant money available.

Mayor Lahullier said we have to ratify a fruit basket for Joseph Orlando. On motion by Emerson, seconded by Bartlett, unanimous on call of roll.

Mayor Lahullier said we need to appoint the following individuals for the 153<sup>rd</sup> School Picnic Committee:

Chris Assenheimer  
Doreen and Brian Curreri  
Joseph Crifasi  
Dominick Bracco  
Debbie Foy  
Councilman Zimmermann  
Councilman Lenoy  
Councilman Emerson  
Kathy Sylvester

Marlene and Joe Biggy  
Jean Kimak  
Rev. Donald Pitches  
Mirna Lopez  
Mike and Elaine Stevens  
Councilman Stoltz  
Councilman Roseman  
Councilman Bartlett  
Carolyn Pennino

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Michele Marafelias

Lynn Biamonte

Lucia and David Suarez

OEM Coordinator

Fire Chief

CPS Superintendent

CPS Teachers Union President

Joseph Orlando

Eileen Milligan

Bobbie O'Connor

Police Chief

Ambulance Corps President

CPS Principal

CPS Board of Education President

Beth Penna

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

Mayor Lahullier also mentioned that the Borough of Carlstadt will be celebrating their 125<sup>th</sup> Anniversary in June. They discussed when they should have this celebration. Councilman Roseman said perhaps we should celebrate the 125<sup>th</sup> Borough of Carlstadt celebration in September or October as a fall festival. Mayor Lahullier said it looks like we will have two separate celebrations this year.

Mayor Lahullier introduced the name of Monica Sidorick as a Board of Health member (Unexpired Term) to 12/31/2020. On motion by Zimmermann, seconded by Roseman, unanimous on call of roll.

**RESOLUTION NO. 2019-73**

**RESOLUTION APPOINTING MEMBERS TO THE  
CARLSTADT SEWERAGE AUTHORITY**

**NOW, THEREFORE BE IT RESOLVED** that the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey, hereby confirms the following appointments to the Carlstadt Sewerage Authority:

	<u>Term</u>
Thomas Maloney	2/1/2018 – 1/31/2023
Thomas (Buddy) Davis	2/1/2017 – 1/31/2022
Vincent DeSimone	2/1/2016 – 1/31/2021
Craig Lahullier	2/1/2015 – 1/31/2020
Scott Judge	2/1/2019 – 1/31/2024

**AND, BE IT FURTHER RESOLVED** that the Borough Clerk is hereby authorized and directed to forward a copy of this Resolution to the Carlstadt Sewerage Authority.

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

Mayor Lahullier said we will leave the seat open for an alternate member 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 and property.

**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 property.

**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 to discuss personnel and property at 8:55 P.M. On motion by Bartlett, seconded by Stoltz, unanimous on call of roll.

The meeting went back into open session at 9:45 P.M. with the following members in attendance: Mayor Lahullier, Councilmen Zimmermann, Stoltz, Bartlett, Lenoy, Emerson and Roseman.

**CONSIDERATION OF ORDINANCES**

**FIRST READING**

**ORDINANCE NO. 18- 3**

AN ORDINANCE TO FIX AND DETERMINE THE SALARIES AND COMPENSATION OF THE SEVERAL OFFICERS AND EMPLOYEES OF THE BOROUGH OF CARLSTADT, AND TO PROVIDE THE MANNER AND PAYMENT THEREOF, REVISED TO 2018	
<b>BE IT ORDAINED</b> , by the Mayor and Council of the Borough of Carlstadt, County of Bergen and State of New Jersey as follows:	

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SECTION 1 Bi-Weekly	
The rate of compensation of each officer and employee of the Borough of Carlstadt, whose salary shall be on an annual basis and shall be paid Bi-Weekly is:	
	<b>2018</b>
Borough Clerk	115,162.00
Deputy Borough Clerk	3,000.00
Chief Financial Officer / Treasur	112,081.00
Certified Qualified Purchasing Agent	14,897.00
Clerk for C.F.O.	2,000.00
Clerk for Construction Code Official	66,746.00
Clerk Typist - Full Time/Part Time	12.00-23.20
Full Time Clerical Court Administrator	16.24-30.60
	54,101.00
Housing Code Official/EMT 40hrs.	55,113.00
Legislative Research Officer	75,000 - 104,040
Borough Mechanic	104,243.00
Fleet and Equipment Maintenance Coordinator (8,646 With CDL License) (4,233 W/O CDL License)	4,233.00
Senior Payroll Clerk	73,212.00
Director of Public Works Operations, Maintenance and Equipment	52,020.00
DPW Operations Manager / Project Coordinator	81,534.00
Deputy Project Coordinator	77,263.00
Master Carpenter	71,400.00
Front Desk Reception	41,018.00
Secretary to the Recycling Coordinator (FT)	53,581.00
Senior Transport Driver	39,315.00
Tax Collector	65,285.00
Assistant Tax Collector	3,500.00
Zoning Code Enforcement Official	50,756.00
Zoning Code Enforcement Official W/Certification	2,500.00
Deputy Zoning Code Enforcement Official	6,000.00
Zoning Code Officer - PT	30,445.00
Code Enforcement Officer	12.00-15.50
Police Matron (minimum 2 hrs. - per hr.)	18.00
Special Police (per hour)	18.00
School Marshals (per shift)	36.90

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Police Dispatchers (Full time) Class B	26,000.00
Police Dispatchers (Full time) Class A	63,429.00
Part-time Police Dispatchers (\$13.50 per hour) (Max. 16 hrs per week)	13.50
EMT Drivers part-time or temporary (per hr.)	15.00
SECTION 2 Monthly	
2A The rate of compensation of each officer and employee of the Borough of Carlstadt, whose salary shall be on an annual basis, and shall be paid Monthly is as follows:	
Assessment Searcher	1,500.00
Assistant to the Assesor	1,500.00
Assistant to the Registrar	500.00
Assistant to Payroll Clerk	500.00
Assistant Records Management	5,000.00
Assistant to the Mayor	5,150.00
Assistant to Safety Delagate	2,000.00
Clerk Planning Board	2,000.00
Custodian 6th Street Firehouse	1,100.00
Custodian Washington Ave. Firehouse	1,100.00
Election Clerk	1,500.00
Emergency Mgt. Service Director	6,000.00
Land Use Administrator	1.00
Assistant Land Use Administrator	1.00
LOSAP Administrator	2,600.00
Community Insurance Officer	9,500.00
Communication Officer	10,000 - 20,000
Municipal Housing Liaison	1.00
Parks Inspector	3,000.00
Public Defender/Alternate Public Defender	\$200 per session 200.00
Personnel Officer	1.00
Tax Assessor	
Tax Searcher	1,500.00
Attorney to Zoning, Construction Board & Zoning Board of Adjustment	6,400.00
Secretary to Zoning Board of Adjustment	2,000.00
2 B Secretary of the Recycling Committee \$45.00 per meeting to be paid out of Recycling money.	45.00 per meeting

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2C The salary of the Social Services Coordinator of the Borough of Carlstadt shall be the sum of \$8,000.00 payable in equal monthly installments. In addition to the yearly salary, the Social Services Coordinator shall receive a telephone with an answering machine to be located in her home and paid for by the Borough.			8,000.00
Social Services Assistant Coordinator			1,500.00
2D			
Mayor			8,119.00
Each Council Member			6,385.00
Magistrate			29,705.20
Prosecutor			10,052.00
Recycling Coordinator			14,988.00
<b>Sub-Code Building Inspector/Building</b>			12,985.00
Sub-Code Electrical Inspector			21,642.00
Sub-Code Fire Official			25,971.00
Construction/Plumbing Code Official \$ 42.80/HR 15HR/Week			33,384.00
<b>SECTION 3 SEMI-ANNUALLY</b>			
<b>The rate of</b> compensation of each Officer and Employee of the Borough of Carlstadt, whose salary shall be on an Annual basis and shall be paid Semi-Annual is as follows - May & September:			
3 A Telephone allowance of \$600.00 per year for the Mayor and Council. \$600.00 per year (4) Fire Chiefs, DPW Operations Manager and (3) DPW Foremen.			
3 B Travel of \$600.00 per year for the CFO, Zoning Official and Deputy Zoning Official to be paid semi-annually.			
<b>SECTION 4 ANNUALLY</b>			
The rate of compensation of each Officer and Employee of the Borough of Carlstadt, whose salary shall be on an Annual basis and shall be paid Annual is as follows:			
<b>OEM - Assistant Director</b>			600.00
Off-Duty Gun Allowance			1.00
Borough Mechanic (Tool Allowance per year) ( 1)			500.00
Borough Mechanic (Shoe Allowance per year) (1)			300.00
Borough Mechanic (Non-accountable Clothing Allowance) (1)			200.00
<b>SECTION 5 BOARD OF HEALTH</b>			
The salary schedule for the Board of Health is hereby established as follows:			

5 A	The Registrar of Vital Statistics shall receive the sum of \$4,500.00 payable in equal monthly installments.	4,500.00
5 B	The Doctor of the Board of Health Baby Keep Well shall be paid \$125.00 per hour upon presentation of proper voucher.	
5 C	Board of Health - CHAPTER 329 The Attorney for the Board of Health shall receive \$150.00 for every regular meeting attended and fees for all legal services rendered as determined by the Mayor and Council upon presentation of proper voucher.	
	In addition to the hourly rate, the Secretary shall receive for duties designated by the Board of Health, in equal monthly installments	2,500.00
<b>SECTION 6 FIRE SAFETY BUREAU</b>		
The Fire Safety Bureau Compensation is hereby established as follows:		
	Fire Official (Full Time)	94,159.00
	Inspectors (per hour)	26.00
	Secretary	48,035.00
	Fire Official (yearly clothing allowance) (2)	500.00
	Fire Training Inspector	1,544.00
<b>6A FIRE DEPARTMENT</b>		
All members of the Volunteer Fire Department Clothing Allowance and reimbursement for losses, is hereby established as follows:		
	Answering 50% or more calls (per man)	1,991.00
(Less than 50% \$39.82 per % point of fires attended)		
	Chief	6,457.00
	1st. Assistant Chief	5,811.00
	Deputy Chief	5,166.00
	Battalion Chief	4,510.00
	Chiefs' Secretary	360.00
	President	600.00
	Board of Officers Secretary	600.00
	Board of Officers Treasurer	300.00
	Each Captain (5) (per man)	612.00
	Each 1st. Lieutenant (5) (per man)	510.00
	Each 2nd Lieutenant (5) (per man)	408.00
	Each Mechanic (11) (per man)	375.00
	Battery Man	375.00
	Department Mechanic (per Hour) (\$15,000.00 - 15,500.00 maximum)	25.91

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Probationary Member answering 50% or more calls (per man)	920.00
Probationary Members Less than 50% (\$18.40 per % point \$850.00 maximum)	
Retired Members	918.00
Members (with 25 years answering 25% or more calls)	1,991.00
(Less than 25% \$39.82 less for each percentage point below 25%)	
Board of Officers Committees (20)	195.00
Training Officer (2)	360.00
Quartermaster	360.00
Equipment Sourcing	360.00
Safety/Insurance	360.00
Losap Coordinator	360.00
Drill Coordinator	360.00
Historian	360.00
<b>Chaplain</b>	360.00
Public Information	360.00
Computer	360.00
Driver Instructor	360.00
FD Committees (30)	195.00
Department Safety Officer	370.00
FD Webmaster	360.00

SECTION 7 POLICE

	2018
Chief of Police	237,014.00
Deputy Police Chief	203,540.00
Each Captain	187,455.00
Each Lieutenant – (Per Contract Effective 1/1/2001)	158,949.00
Each Sergeant – (Per Contract Effective 1/1/2001)	146,663.00
Each Patrolman – (Per Contract Effective 1/1/2001-6/30/2011)	Below
Each Patrolman - (Per Contract Effective 1/1/2016-12/31/2019)	Below
The salary schedule for the Patrolman of the Carlstadt Police Department hired prior to July 1, 2011 is hereby established as follows: (Hired on or after January 1, 2000)	
	2018
0 – 1 Year	
1 - 2 Years	
2 - 3 Years	

3 - 4 Years	
4 - 5 Years	
5 - 6 Years	74,195.00
6 - 7 Years	106,290.00
Maximum (over 7 years)	136,349.00
The salary schedule for Patrolman of the Carlstadt Police Department <b>hired on or after July 1, 2011</b> is hereby established as follows: (Hired on or after July 1, 2011)	
	2018
Academy	26,530.00
Remainder of 1st Year	31,836.00
1 - 2 Years	40,308.00
2 - 3 Years	48,779.00
3 - 4 Years	
4 - 5 Years	65,723.00
5 - 6 Years	74,194.00
6 - 7 Years	82,665.00
7 - 8 Years	91,137.00
8 - 9 Years	99,608.00
9 - 10 Years	108,080.00
MAXIMUM	139,075.00
<b>7 A The members of the Detective Bureau shall</b> receive an additional \$1,150.00 per year.	
7 B Unless otherwise provided for by <b>individual Contract</b> , Police Personnel shall receive College incentive pay at the rate of \$800.00 per year for A.A. Degree, \$1,100.00 per year for B.A. Degree and \$1,350.00 for and M.A. Degree. as per contract.	
7 C " Juvenile Officers shall receive the sum of six hundred (\$600.00) dollars per year which shall be included in the applicable officers annual salary, per contract."	
7 D Police Dispatcher's non-accountable clothing allowance per year	500.00
Special Police non-accountable clothing allowance per year	100.00
7 E Upon completion of twenty-five (25) years of service (as defined by the Police and Fire Pension Statutes) each employee of the Carlstadt Police Department shall receive compensation for six of the holidays in paid compensation.	
7 F Over time rate is based on 1936 hours beginning January 1, 2001	
SECTION 8 D.P.W. /BUILDINGS & GROUNDS	
Crewmen (per hour) new hires after <b>January 1, 1997</b> :	
	2018
Building & Grounds	<u>42.42</u>
Foreman (per hour)	44.02
Laborers (per hour) new hires after January 1, 1997	40.42
Driver (per hour) new hires after January 1, 1997:	41.34

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Max (over 4 full years and 1 day) Hired after 1/1/08 and prior to 1/1/17	44.02
Max (over 14 full years and 1 day) Hired after 1/1/17	
New steps as of <b>January 1, 2008:</b>	
	2018
0-1 years	14.35
1-2 years	19.00
2-3 years	21.05
3-4 years	25.00
Max (over 4 full years and 1 day) Current Laborer Rate	
New steps as of <b>January 1, 2017:</b>	
	2018
1 year	17.00
2 years	20.00
3 years	23.00
4 years	25.00
5 years	26.00
6 years	28.00
7 years	29.00
8 years	31.00
9 years	32.00
10 years	35.00
11 years	37.00
12 years	39.00
13 years	41.00
14 years Current Laborer Rate	
8 A All members of the Building and Grounds Crew, Foremen, Drivers and Laborers of the Department of Public Works shall be paid time and one half for work periods after forty (40) hours.	
8 B All members of the Buildings and Grounds Department and Department of Public Works shall receive, in addition to the compensation herein set for them the sum of \$1,250.00 each for the purpose of defraying the cost of their clothing to be paid in Jan	

8 C In addition, each employee covered by the D.P.W. Contract shall be entitled to receive compensation at their regular current rate for any unused sick time remain from the current year, to be paid at the last pay period for the calendar year.		
8 D Drivers and/or laborers and/or helpers shall receive an additional fifty (.50) cents per hour when working on tree truck only when performing a task which requires the use of the elevated bucket, chipper, chain saw, stump grinder or other hazardous equipment		
8 E Year Round Part-Time Employees ( 25 hours per week max)		12.00
8 F Summer employees for the Building and Grounds Department and D.P.W. shall be paid \$9.00 per hour. Summer Employees are not eligible to be paid for overtime, sick days, holidays, or vacation days.		9.00
8 G Summer employees for Recreation shall be paid as follows:		
	(Maximum 8 weeks) (per week)	
Director		450.00
Assistant Director	(Maximum 6 weeks) (per week)	325.00
Counselors	(Maximum 6 weeks) ( per hour)	8.50 per hr
Recreation Advisor	Annual	5,000.00
8 H Summer Employees are not eligible to be paid for overtime, sick days, holidays, or vacation days.		
8 I		
Audio/Visual Tech		per hour
Mini Bus Driver		per hour
Substitute Driver		per hour
Substitute Driver Sr. Transport		per hour

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<b>SECTION 9 LONGEVITY</b>
<b>9 A</b> In addition to the salaries and compensations to be paid to the foregoing Officers and Employees of the Borough of Carlstadt there shall be added to the base salary, for non-contractual employees hired prior to May 1, 1997, a longevity supplement of 1% upon completion of each 5 years of employment for full time employees.
<b>9 B</b> If the employee's anniversary date falls prior to June 30 longevity will be given in that year. However, employee's anniversary dates which fall after the June 30 cut off will receive longevity in the following calendar year.
<b>9 C</b> PBA - Pursuant to the current PBA Contract, the longevity supplement shall be 1% for every 4 years of employment for employees with nine (9) or less years of completed service. After 10 complete years of service, longevity shall be 1% for every 3 years of service. Maximum longevity for employees hired on or after January 1, 1996 shall not exceed eight (8%) percent. Employees hired on or after January 1, 2017 shall not be entitled to receive longevity.
<b>9 D</b> SOA - Pursuant to the current Superior Officers Association Contract, the longevity supplement shall be 1% for every 4 years of employment with nine (9) years or less of completed services. After 10 years of service, longevity shall be (1%) for every three (3) years. The maximum longevity for employees hired on or after January 1996 shall not exceed eight (8%) percent. Employees hired on or after January 1, 2017 shall not be entitled to receive longevity.
<b>9 E</b> DPW - Pursuant to the current DPW contract, the longevity supplement shall be: 1% after 3 years; 2% after six years; 3% after nine years; 4% after twelve years; 6% after eighteen years; 7% after twenty-one years; 8% after twenty-four years; 9% after twenty-seven years and 10% after thirty years. Employees hired on or after January 1, 2017 shall not be entitled to receive longevity.
<b>SECTION 10</b>
In the event that any provision of this ordinance shall be declared invalid by any court of competent jurisdiction, such declaration of invalidity shall not affect the remaining provisions of this ordinance except insofar as such provision of this ordinance as is declared invalid shall be inseparable from the reminder of any provisions thereof.
<b>SECTION 11</b>
Any ordinances or amendments thereto which are in conflict with or inconsistent with the terms of this ordinance are hereby repealed to the extent that they are in conflict with or inconsistent with the terms of this ordinance.
<b>SECTION 12</b>
This ordinance established shall take effect after publication pursuant to law as of January 1, 2018.

**RESOLUTION NO. 2019-73-A**

**BE IT RESOLVED** that the ordinance entitled:

AN ORDINANCE TO FIX AND DETERMINE THE SALARIES AND COMPENSATION OF THE SEVERAL OFFICERS AND EMPLOYEES OF THE BOROUGH OF CARLSTADT, AND TO PROVIDE THE MANNER AND PAYMENT THEREOF, REVISED TO 2019

heretofore introduced, does now pass on first reading, and that said ordinance be further considered for final passage at a meeting to be held on the 18<sup>th</sup> day of March, 2019 at 7:00 o'clock P.M. or as soon thereafter as the matter can be reached, at the regular meeting place of the Carlstadt Borough Council, and that at such time and place all persons interested be given an opportunity to be heard concerning said ordinance, and that the Borough Clerk be, and she hereby is, authorized and directed to publish said ordinance according to law with a notice of its introduction and passage on first reading and of the time and place when and where said ordinance will be further considered for final passage.

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

Mayor Lahullier said we have the Bergen County Utilities Authority Agreement that we need to approve for the Recycling Tonnage Grant Program. On motion by Emerson, seconded by Stoltz, unanimous on call of roll.

Mayor Lahullier entertained a motion to adjourn the meeting at 9:49 P.M. On motion by Bartlett, seconded by Zimmermann, the meeting was unanimously adjourned.

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

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