

**MINUTES OF THE REGULAR MEETING OF THE MAYOR &  
COUNCIL OF THE BOROUGH OF ROCKLEIGH, HELD ON AUGUST 7, 2017 AT  
BOROUGH HALL, 26 ROCKLEIGH RD., ROCKLEIGH NJ AT 8 PM**

Mayor Robert Schaffer called the meeting to order at 8:10 p.m. and led the meeting with a flag salute.

**OPENING STATEMENT:**

Mayor Schaffer announced that the meeting of this date is being held in compliance with the Open Public Meetings Act of the State of New Jersey and that adequate notice of same was given in writing to *The Record*, *The Star Ledger*, and that notice of same was also posted on the Borough Hall bulletin board as required.

The Deputy Borough Clerk called the Roll Call of the Mayor and Council:

**Present:** Mayor Schaffer, Councilwoman Bresnak, Councilman Hansen, and Councilman Johnsen

**Also Present:** Robert T. Regan, Esq., Borough Attorney; William J. McGuire, Administrator and Deputy Borough Clerk, and Kunjesh Trivedi, CFO

**Absent:** Councilman Mender, Councilman Pontone, Councilman Cumiskey and Borough Clerk Marcella Giampiccolo

**MINUTE APPROVAL:**

Minutes from the July 5, 2017 Regular Meeting were presented for approval. No discussion took place. A Motion was offered by Councilman Johnsen, seconded by Councilwoman Bresnak to accept the July 5, 2017 Regular Meeting Minutes as presented. All Councilmembers present voted in the affirmative to accept the Minutes as presented. The Motion passed.

**COMMITTEE REPORTS:**

No Committee reports were presented.

**OLD BUSINESS:**

No old business was discussed.

**NEW BUSINESS:**

Mr. Regan commented that there was no need for Closed Session this evening, per the agenda. The following resolution was presented for consideration:

**MOTION:**

**SECOND:**

**BOROUGH OF ROCKLEIGH  
County of Bergen  
State of New Jersey**

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**Re:** RESOLUTION AWARDED BID FOR LEASE OF 33 PIERMONT ROAD,  
BLOCK 102, LOT 4

**WHEREAS,** *N.J.S.A. 40A:12-14* permits a municipality to lease any real property not needed for public use; and

**WHEREAS**, the Borough is the owner of certain real property designated as Block 102, Lot 4 (hereinafter "the property") as depicted on the Borough tax map, being more commonly known as 33 Piermont Road, which parcel contains a land area of 14,400 square feet and is improved with a single-story structure having a floor area of 2,348 square feet; and

**WHEREAS**, the Governing Body has deemed that such property is no longer needed for public use; and

**WHEREAS**, the Mayor and Council authorized the publication of a Notice To Bidders for the receipt of sealed bids on August 3, 2017 and fixed a minimum rental which was included in the advertisement for bids; and

**WHEREAS**, in response to said advertisement for bids, Volvo Car USA, LLC, One Volvo Drive, Rockleigh, New Jersey submitted a proposal which provides for a rental of \$3,100.00 per month, or \$37,200.00 per year; and

**WHEREAS**, the bid submission has been reviewed and has been deemed to comply with the applicable statutory provisions.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Rockleigh that it does hereby award a Lease to Volvo Car USA, LLC for a lease of the property for three (3) years commencing on September 1, 2017 and expiring on August 31, 2020, with a monthly rental of \$3,100.00, or \$37,200.00 annually; and

**BE IT FURTHER RESOLVED** that Mayor Robert R. Schaffer and Borough Clerk Marcella Giampiccolo be and are hereby authorized to execute the Lease Agreement on behalf of the Borough.

**Dated: August 7, 2017**

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Motion offered by Councilman Hansen, seconded by Councilman Johnsen to approve the above resolution awarding Bid for Lease of 33 Piermont Road, Block 102, Lot 4. The Roll Call was recorded as follows:

AYES: Bresnak, Hansen, Johnsen  
NAYS: None  
ABSENT: Mender, Pontone, Cumiskey  
ABSTAIN: None  
The Motion passed.

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Mayor Schaffer stated the NJDOT issued final correspondence with approval to go forward with the second phase of Rockleigh Road Improvement project. Discussion moved to the 2018 potential NJDOT funded projects. Submission for potential

roadway projects is due by September 2<sup>nd</sup> to the NJDOT. Discussion ensued regarding the road conditions throughout Rockleigh. At the conclusion of that discussion, the Council agreed to proceed to request NJDOT funds for Haring Farm Lane and Rose Haven Lane. The Council agreed that after input from the Borough Engineer, it will be the Engineer and the Mayor to determine which roadway should be selected, and that decision will be directed to the NJDOT by the Borough Engineer prior to the due date.

Resolution 2017-41 was presented for consideration.

MOTION:  
SECOND:

### **RESOLUTION 2017-41**

**Re: A RESOLUTION AUTHORIZING APPOINTMENT OF MUNICIPAL REPRESENTATIVES TO THE BERGEN COUNTY COMMUNITY DEVELOPMENT REGIONAL COMMITTEE**

**WHEREAS**, the Municipality of the Borough of Rockleigh has entered into a three year Cooperative Agreement with the County of Bergen as provided under the Interlocal Services Act N.J.S.A. 40A:8a-1 et seq. and Title 1 of the Housing and Community Development Act of 1974; and

**WHEREAS**, said Agreement requires that the Municipal Council to appoint a representative and alternate and that the Mayor appoint a representative and alternate for the FY 2017-2018 term starting July 1, 2017 and ending on June 30, 2018.

**NOW, THEREFORE, BE IT RESOLVED** that the Municipal Council hereby appoints \_\_\_\_\_ as its representative and \_\_\_\_\_ as its alternate and that the Mayor hereby appoints \_\_\_\_\_ as his/her representative and \_\_\_\_\_ as his/her alternate to serve on the Community Development Regional Committee for FY 2017-2018; and

**BE IT FURTHER RESOLVED**, that an original copy of this resolution be forwarded to the Bergen County Division of Community Development, One Bergen County Plaza, Fourth Floor, Hackensack, New Jersey 07601 for receipt no later than Friday, August 11, 2017.

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Discussion took place to determine who the Borough selects as its Municipal Council representatives. The Mayor summarized his conversation with Robert Esposito to the Division of Bergen County Community Development who confirmed that only two representatives need to be appointed. The Mayor read aloud a portion of the resolution to appoint Robert R. Schaffer and William J. McGuire as the alternate to serve on the Community Development Regional Committee FY 2017-2018.

Motion offered by Councilman Johnsen, seconded by Councilman Hansen to approve Robert Schaffer, Mayor as the Municipal representative and William J. McGuire as its

alternate to the Bergen County Community Development Regional Committee. The Roll Call vote was recorded as follows:

AYES: Bresnak, Johnsen, Hansen

NAYS: None

ABSENT: Mender, Pontone, Cumiskey

ABSTAIN: None

The Motion passed.

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Court Fines and Police Report were briefly acknowledged. Some discussion took place regarding the police report.

**FINANCIAL BUSINESS/PAYMENT OF CLAIMS:**

The CFO presented the annual resolution for approval of the Corrective Action Plan for FY 2016. Brief discussion took place regarding the items listed on the Corrective Action Plan. In addition, discussion took place as to recycling monies and what those funds can be spent on, such as the purchase of particular turf for the Borough playground. Mr. McGuire will inquire with the State as to recycling approved purchases. The resolution for the Corrective Action Plan was presented as follows:

**MOTION:**

**SECOND:**

**BOROUGH OF ROCKLEIGH  
County of Bergen  
State of New Jersey**

**Re: RESOLUTION (2017-42) APPROVING THE CORRECTIVE ACTION PLAN FOR THE FISCAL YEAR ENDING DECEMBER 31, 2016**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to cause an annual audit of its books, accounts and financial transactions to be made and completed within six months after the close of its fiscal year; and,

**WHEREAS**, in accordance with OMB Circular A-133, 98-07, and Local Finance Notice CFO 97-16, all local government units must prepare and submit a Corrective Action Plan as part of the annual audit process, and,

**WHEREAS**, the Corrective Action Plan shall cover all findings and recommendations, including state, federal, and general or financial statement findings in the audit report; and,

**WHEREAS**, the Chief Financial Officer shall prepare said Corrective Action Plan with the assistance from other officials affected by the audit recommendations; and,

**WHEREAS**, the Corrective Action Plan must be approved by the governing body of the local unit and is to be submitted to the Division of Local Government Services; and,

**NOW THEREFORE BE IT RESOLVED**, by the Municipal Council of the Borough of Rockleigh that the Corrective Action Plan for calendar year December 31, 2016 is hereby approved. A copy will be sent to local Finance board.

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Motion offered by Councilman Johnsen, seconded by Councilman Hansen to approve the Corrective Action Plan for FY 2016. The Roll Call vote was recorded as follows:

AYES: Bresnak, Johnsen, Hansen

NAYS: None

ABSENT: Mender, Pontone, Cumiskey

ABSTAIN: None

The Motion passed.

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Councilwoman Bresnak commented that the former, long-standing, Borough Clerk, Lou-Anne Horsey had recently passed away. Discussion took place regarding the Borough's acknowledgment of her passing. The suggestion of a plaque and planting of a tree was agreed upon. At the conclusion of that discussion Councilwoman Bresnak suggested that the ideas presented this evening is discussed with the remaining members of the Council at next month's Council meeting including the amount of money to put towards a plaque, purchase of a tree and that location.

Mayor Schaffer commented that Rockleigh resident, Arlene Duerr passed away after a welfare check was called into the police department. Discussion took place regarding the cats that lived on that property with Ms. Duerr. Investigation is ongoing. Animal Control was in charge of the removal of the cats.

The Bill List dated August 7, 2017 was presented for approval. Brief discussion took place regarding entries on the Bill List. A Motion was offered by Councilman Hansen, seconded by Councilwoman Bresnak, to approve the Bill List dated August 7, 2017, noting the total claims and accounts amounting to \$ 347,063.01 is paid and that checks be issued therefore, in accordance with established procedure, upon confirmation from the Borough Treasurer/CFO that sufficient monies are available to pay said obligations. No further discussion took place. The Roll Call vote was recorded as follows:

AYES: Bresnak, Johnsen, Hansen,

NAYS: None

ABSENT: Mender, Pontone, Cumiskey

ABSTAIN: None

The Motion passed.

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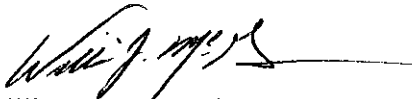
The meeting was not opened to the public as no members of the public were present.

**CORRESPONDENCE:**

Brief discussion took place regarding the items of correspondence. Mr. Regan congratulated the Governing Body of the new tax rate.

No further business came before the Governing Body. A Motion was offered by Councilwoman Bresnak seconded by Councilman Hansen to adjourn the meeting. All Councilmembers present voted in the affirmative and the meeting was adjourned. The Motion passed.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "William J. McGuire", with a long horizontal line extending to the right.

William J. McGuire  
Deputy Borough Clerk