

MINUTES OF THE REGULAR MEETING OF THE MAYOR & COUNCIL OF THE BOROUGH OF ROCKLEIGH, HELD ON JULY 1, 2024 AT 26 ROCKLEIGH ROAD, ROCKLEIGH, NJ AT 7:00PM

Mayor James Pontone called the meeting to order at 7:02 pm.

OPENING STATEMENT: Mayor Pontone 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 and Website as required.

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

Present: Councilman Hansen, Councilwoman Bresnak, Councilwoman Antine, and Councilwoman Altman.

Also Present: Marcella Giampiccolo, Borough Clerk, William J. McGuire, Borough Administrator, and Kunjesh Trivedi, CFO/Tax Collector, and Robert T. Regan, Borough Attorney.

Absent: Councilman Cumiskey and Councilman Mender.

MINUTE APPROVAL:

Minutes of the Regular meeting held June 3, 2024 were presented. Motion offered by Councilwoman Antine, seconded by Councilwoman Altman to approve the Regular meeting minutes of June 3, 2024 as presented. All Councilmembers present voted in the affirmative. The Motion passed.

COMMITTEE REPORTS:

Councilwoman Antine inquired about the road closure status on Piermont Road. Mr. McGuire reported that although Piermont Road is open between Norwood and Rockleigh currently, there is no definite answer if the project is 100 percent completed yet.

Committee Reports concluded at this time.

OLD BUSINESS:

Ordinance 2024-4 was presented for its First Reading and Introduction as follows:

**BOROUGH OF ROCKLEIGH
ORDINANCE NO. 2024-4**

AMENDMENT TO THE SALARY ORDINANCE

AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED "AN ORDINANCE TO FIX THE SALARY, WAGE OR COMPENSATION OF PERSONS HOLDING OFFICE, POSITION OR EMPLOYMENT IN THE BOROUGH OF ROCKLEIGH, COUNTY OF BERGEN, STATE OF NEW JERSEY"

BE IT RESOLVED by the Mayor and Council of the Borough of Rockleigh as follows:

1) SECTION 1: That Section 1 of the Ordinance entitled “AN ORDINANCE TO FIX THE SALARY, WAGE OR COMPENSATION OF PERSONS HOLDING OFFICE POSITION OR EMPLOYMENT IN THE BOROUGH OF ROCKLEIGH, COUNTY OF BERGEN, STATE OF NEW JERSEY be amended and supplemented as follows:

A) The annual wage or rate of compensation to be paid to the following officers or persons holding office or employment with the Borough of Rockleigh is hereby fixed and determined to be as follows for the year 2024:

	2024	
Dpty. Boro Clk/Administrator/Deputy OEM	\$ 57,043.46	
Dpty. Registrar	\$ 2,449.78	
Administrator, Sewer Authority	\$ 10,496.90	
Fire Prevention Official	\$ 10,302.50	
Fire Inspector	\$ 11,862.99	
Zoning Officer	\$ 4,631.10	
Cons.Code;Bldg.Insp.;Bldg. Secy.	\$ 38,340.76	
Fire Sub-Code Official	\$ 6,879.52	
Bldg. & Grounds Coordinator	\$ 6,023.78	
Recycling Coordinator	\$ 1,947.65	
COAH Liaison	\$ 3,074.68	
Borough Clerk	\$ 34,515.07	
Registrar	\$ 4,077.38	
Secretary, Sewer Authority	\$ 4,894.22	
Liaison, Orangetown	\$ 4,780.19	
Accounts Clerk, Sewer Authority	\$ 5,513.27	
deputy administrator	\$ 3,327.25	
Chief Finance Officer/Treasurer	\$ 20,984.20	
Tax Collector	\$ 12,212.07	
Finance Officer, Sewer Authority	\$ 10,023.41	
QPA	\$ 5,067.08	
Sewer Authority Collector	\$ 4,776.21	
Administrative Assistant	\$ 17,389.11	
Plumbing Sub-Code Inspector	\$ 6,301.11	2,125.27
Electrical Sub-Code Inspector	\$ 6,654.51	
Tax Assessor	\$ 11,097.42	
Fire Inspector (Jewish home)	\$ 2,726.35	\$1,050.28
	\$ -	

Temporary Office Assistance
Professional Consulting

\$15.00 - \$30.00 per hour
\$25.00-\$100.00 per hour

Rockleigh Volunteer Fire Department

Clothing Allowance for Rockleigh Volunteer Fire Department \$0.00-\$1,000.00

*Based upon a point system as designated by the Rockleigh Fire Dept. Chief.

This Ordinance will take effect immediately upon passage as required by law.

JAMES G. PONTONE, MAYOR

MARCELLA GIAMPICCOLO, RMC
BOROUGH CLERK

Introduced: June 3, 2024

Adopted:

Approved:

Motion offered by Councilwoman Antine, seconded by Councilman Hansen to open the meeting to the public as to Ordinance 2024-4 only. All Councilmembers present voted in the affirmative to open the meeting to the public. The Motion passed. No public came forward to comment on Ordinance 2024-4. Motion offered by Councilwoman Bresnak, seconded by Councilwoman Altman to close the meeting to the public as to Ordinance 2024-4. All Councilmembers present voted in the affirmative to close the meeting. The Motion passed. Without further discussion, a Motion was offered by Councilwoman Antine, seconded by Councilwoman Altman to approve Ordinance 2024-4 as presented. The Roll Call vote was recorded as follows:

AYES: Hansen, Bresnak, Antine, Altman

NAYS: None

ABSENT: Cumiskey, Mender

ABSTAIN: None

The Motion Passed.

NEW BUSINESS:

MOTION:

SECOND:

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

Resolution 2024-53

Re: RESOLUTION APPROVING A REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES TO CONDUCT A REVALUATION OF ALL PROPERTY IN THE BOROUGH.

WHEREAS, the Borough of Rockleigh has been ordered by the Bergen County Board of Taxation to implement a municipal-wide revaluation to be effective for the 2025 tax year; and

WHEREAS, the Tax Assessor has prepared a document entitled, "Request For Proposals For Professional Services To Conduct A Revaluation Of All Property In The Borough of Rockleigh For The Year 2025"; and

WHEREAS, the Request For Proposals ("RFP") constitutes a professional service in accordance with the provisions of *N.J.S.A. 40A:11-5(1)(a)(i)*.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Rockleigh that it does hereby approve the RFP and further authorizes its posting on the Borough's website; and

BE IT FURTHER RESOLVED that the Tax Assessor be and is hereby authorized to transmit the RFP to professionals who are invited to submit a response in accordance with the provisions of the RFP.

Dated: July 1, 2024

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Cumiskey						
Mender						
Hansen						
Bresnak						
Antine						
Altman						

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at its meeting held on July 1, 2024.

MARCELLA GIAMPICCOLO, RMC
Borough Clerk

Mayor Pontone stated the revaluation was mandated. The revaluation process will take place in the coming year and extension has been asked for by Borough's Tax Assessor. At this time the Mayor spoke briefly about the steps to follow regarding the revaluation which include the need

for updated tax maps. At this time a Motion regarding resolution 2024-53 was offered by Councilwoman Altman, seconded by Councilwoman Antine to approve Resolution 2024-53 as presented. The Roll Call vote was recorded as follows:

AYES: Hansen, Bresnak, Antine, Altman

NAYS: None

ABSENT: Cumiskey, Mender

ABSTAIN: None

The Motion passed.

Resolution 2024-54 was presented next for consideration as follows:

**BOROUGH OF ROCKLEIGH
COUNTY OF BERGEN
STATE OF NEW JERSEY**

Resolution 2024-54

Resolution Authorizing and Designating An Acting Municipal Court Administrator

WHEREAS, pursuant to N.J.S.A. 2B:12-10, the Borough of Rockleigh is required to provide for a Municipal Court Administrator; and

WHEREAS, Clare M. Cabibbo, CMCA, was permanently appointed as Municipal Court Administrator of the Rockleigh Municipal Court since January 1, 2020; and

WHEREAS, in the event Clare M. Cabibbo is unable to fulfill her Municipal Court Administrator duties, Antoinette Cecon, CMCA, would be available.

NOW, THEREFORE BE IT RESOLVED, that Antoinette Cecon, CMCA, is appointed as Municipal Court Administrator on a provisional basis to undertake the duties of the absent Municipal Court Administrator, during scheduled and/or unscheduled leaves, at a rate of \$35.00 per hour.

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Cumiskey						
Mender						
Hansen						
Bresnak						
Antine						
Altman						

CERTIFICATION

I, Marcella Giampiccolo, Municipal Clerk of the Borough of Rockleigh in the County of Bergen and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting of July 1, 2024

**MARCELLA GIAMPICCOLO
MUNICIPAL CLERK**

Motion offered by Councilman Hansen, seconded by Councilwoman Bresnak to approve Resolution 2024-54 as presented. No discussion took place. The Roll Call vote was recorded as follows:

AYES: Hansen, Bresnak, Antine, Altman

NAYS: None

ABSENT: Cumiskey, Mender

ABSTAIN: None

The Motion passed.

Resolution 2024-55 was presented next for consideration as follows:

MOTION:

SECOND:

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

#2024-55

Re: RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT WITH THE BOROUGH OF NORTHVALE FOR THE INSPECTION OF CATCH BASINS.

WHEREAS, the Uniform Shared Services and Consolidation Act, *N.J.S.A. 40-A:65-1, et seq.* permits, authorizes and encourages public bodies such as

counties, municipalities and school districts to enter into agreements with each other for the joint provision of any service which the parties to such agreement are empowered to render under and within their own jurisdiction, whether administrative or local; and

WHEREAS, the Borough of Rockleigh and the Borough of Northvale wish to enter into a Shared Services Agreement whereby the Borough of Northvale Department of Public Works (“D.P.W.”) will inspect catch basins within the Borough; and

WHEREAS, a Shared Services Agreement has been prepared which provides that by December 31, 2024 the Northvale D.P.W. shall inspect 103 catch basin grates, one time, and inspect the masonry and concrete of 21 catch basins, one time; and

WHEREAS, the cost for such work shall be \$1,511.00, and the Chief Financial Officer has determined that adequate funds are available to pay the cost of the Shared Services Agreement.

NOW THEREFORE BE IT RESOLVED that Mayor James Pontone and Borough Clerk Marcella Giampiccolo be and ae hereby authorized to execute the Shard Services Agreement on behalf of the Borough.

Dated: July 1, 2024

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Cumiskey						
Mender						
Hansen						
Bresnak						
Antine						
Altman						

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at its meeting held on July 1, 2024.

**MARCELLA GIAMPICCOLO,
Borough Clerk**

Mayor Pontone briefly commented that these services are now mandated under the NJDEP Stormwater Tier A permit and that the Borough of Northvale has agreed to perform these services under a new Shared Service agreement. The Northvale DPW will hold all of Rockleigh’s paperwork associated with the catch basin cleanings and send copies to the Borough. At this time this Shared Service agreement is for a one-year period, but in the future the possibility of adding additional years to the terms is an option to consider next year. No further discussion took place. Motion offered by Councilwoman Antine, seconded by Councilwoman Altman to approve Resolution 2024-55 as presented. The Roll Call vote was recorded as follows:

AYES: Hansen, Bresnak, Antine, Altman

NAYS: None

ABSENT: Cumiskey, Mender

ABSTAIN: None

The Motion passed.

Resolution 2024-56 was presented as follows:

MOTION:

SECOND:

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

#2024-56

Re: RESOLUTION APPOINTING RICHARD HESS AS ELECTRICAL SUBCODE OFFICIAL.

WHEREAS, there is a vacancy in the position of Electrical Subcode Official in the Borough of Rockleigh.

NOW THEREFORE BE IT RESOLVED that Richard Hess (“Appointee”) be and is hereby appointed as Electrical Subcode Official for the Borough effective July 1, 2024 for a term of four (4) years to expire on June 30, 2028; and

BE IT FURTHER RESOLVED that the aforesaid Appointee shall be paid an annual salary as set forth in the Borough of Rockleigh Salary Ordinance.

Dated: July 1, 2024

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Cumiskey						
Mender						
Hansen						
Bresnak						
Antine						
Altman						

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at its meeting held on July 1, 2024.

MARCELLA GIAMPICCOLO, RMC
Borough Clerk

Mayor Pontone stated that the appointment of a new electrical sub code will offer residents and business owners more convenient hours for inspections. The Mayor added that Mr. Hess is very well qualified for the position. No other discussion took place. Motion offered by Councilman Hansen, seconded by Councilwoman Altman to approve Resolution 2024-56 as presented. The Roll Call vote was recorded as follows:

AYES: Hansen, Bresnak, Antine, Altman

NAYS: None

ABSENT: Cumiskey, Mender

ABSTAIN: None

The Motion passed.

Resolution 2024-57 was presented next for consideration as follows:

BOROUGH OF ROCKLEIGH
County of Bergen
State of New Jersey

#2024-57

Re: RESOLUTION ENDORSING AN APPLICATION FOR NJDEP TREATMENT WORKS APPROVAL (TWA-1) FOR PREMISES RELATING TO BLOCK 102, LOTS 14 and 15, 16-18 PARIS AVENUE.

WHEREAS, by resolution dated July 31, 2023, the Planning Board of the Borough of Rockleigh granted site plan, variance, and related approvals to Maxim Realty Trust, LLC (“Maxim”) to permit the construction of 25 townhouse units consisting of 20 market-rate units and 5 affordable units and ancillary improvements; and

WHEREAS, an application has been made pertaining to the property and the aforesaid approvals for a New Jersey Department of Environmental Protection, Division of Water Quality, TWA-1 (“NJDEP TWA-1”) approval; and

WHEREAS, the Borough is in receipt of a report from its Borough Engineers Neglia Engineering dated April 15, 2024, revised to June 7, 2024, recommending endorsement of the NJDEP TWA-1 application.

NOW THEREFORE BE IT RESOLVED that Mayor James Pontone be and is hereby authorized to execute the required certification that the Borough consents to the submission of the aforesaid application to the DEP for approval.

Dated: July 1, 2024

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Cumiskey						
Mender						
Hansen						
Bresnak						
Antine						
Altman						

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at their meeting held on July 1, 2024.

MARCELLA GIAMPICCOLO, RMC
Borough Clerk

Mayor Pontone briefly discussed this resolution. He stated the new construction at 16-18 Paris Ave., will include a newly constructed pump station which will service that property in addition properties currently serviced by the Paris Ave. pump station. The old pump station will be removed once the new station is fully functional. No other discussion took place. Motion offered by Councilwoman Antine, seconded by

Councilman Hansen to approve Resolution 2024-57 as presented. The Roll Call vote was recorded as follows:

AYES: Hansen, Bresnak, Antine, Altman

NAYS: None

ABSENT: Cumiskey, Mender

ABSTAIN: None

The Motion passed.

The Court Fines were acknowledged. No discussion took place.

FINANCIAL BUSINESS:

Ordinance 2024-5 was presented for its Introduction and First Reading as follows:

**BOROUGH OF ROCKLEIGH
COUNTY OF BERGEN
STATE OF NEW JERSEY**

ORDINANCE 2024-5

ORDINANCE OF THE BOROUGH OF ROCKLEIGH, IN THE COUNTY OF BERGEN, NEW JERSEY AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION IN THE AMOUNT OF \$32,000 FOR THE PREPARATION OF AN APPROVED TAX MAP.

BE IT ORDAINED by the Borough Council of the Borough of Rockleigh, in the County of Bergen, New Jersey, as follows:

Section 1. Pursuant to N.J.S.A. 40A:4-53, the sum of \$32,000 is hereby appropriated for the preparation of an approved tax map and shall be deemed a special emergency appropriation as defined and provided for in N.J.S.A. 40A:4-53 and 40A:4-55.

Section 2. The amount to finance the appropriation shall be provided for in succeeding annual budgets by the inclusion of at least 1/5 of the amount authorized, pursuant to N.J.S.A. 40A:4-55.

Section 3. A certified copy of this ordinance shall be filed with the Director of the Division of Local Government Services.

Section 4. This ordinance shall take effect at the time and in the manner provided by law.

Mayor Pontone provided a little background as to the necessity of this ordinance. Mayor Pontone summarized the two (2) tax map options from Neglia Engineering, the Borough's Planner. The tax maps need to be updated for the revaluation. Brief discussion took place as to the options presented. At the conclusion of that discussion, the Councilmembers decided to opt for the digital tax map option. The resolution and proposal will be formally adopted after the Special Emergency Bond is fully adopted in August. Discussion ended. A Motion was offered by Councilwoman Altman, seconded by Councilwoman Antine to approve the Introduction and First Reading of Ordinance 2024-5 as presented. The Roll Call vote was recorded as follows:

AYES: Hansen, Bresnak, Antine, Altman

NAYS: None

ABSENT: Cumiskey, Mender

ABSTAIN: None

The Motion passed.

MOTION:

SECOND:

**BOROUGH OF ROCKLEIGH
COUNTY OF BERGEN
STATE OF NEW JERSEY**

RESOLUTION 2024-58

WHEREAS, claims have been submitted to the Borough of Rockleigh in the following amounts under various funds of the town:

Current Appropriations (2024)	\$ 50,735.67
Current Appropriations (2023)	\$
General Capital Fund	\$
Animal Trust	\$
Miscellaneous Trust	\$ 1,110.00

Total \$ **51,845.67**

WHEREAS, above claims have been listed and summarized in the attached Bills List Report, and the corresponding vouchers have been reviewed and approved by the department head, Borough Council, and the chief financial officer; and

WHEREAS, the Chief Financial Officer has determined that the funds have been properly appropriated for such purposes and are available in the Borough of Rockleigh and that the claims specified on the schedule attached hereto, following examination and approval by the Council and Chief Financial Officer and Department Head be paid and checks issued accordingly; and

WHEREAS, claims have already been paid in the following amounts for the purpose specified below:

Payroll- Salaries/Wages	06/30/2024	\$ 27,543.55
Local School- Health Benefits		\$
Capital Improvement Fund		\$
Debt Services Payment		
	TOTAL	\$ 27,543.55

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Rockleigh that the claims totaling **\$79,389.22** be approved and ratified respectively.

Dated: July 1, 2024

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at their meeting held on **July 1, 2024**

**MARCELLA GIAMPICCOLO, RMC
BOROUGH CLERK**

	Yes	No	Absent	Abstain
Cumiskey				
Mender				
Hansen				
Bresnak				
Antine				
Altman				

Brief discussion took place regarding a particular vendor. Mr. McGuire explained the vendor provides flags for the Borough Hall. No other discussion took place. Motion offered by Councilman Hansen, seconded by Councilwoman Altman to approve Resolution 2024-58 as presented. The Roll Call vote was recorded as follows:

AYES: Hansen, Bresnak, Antine, Altman
NAYS: None
ABSENT: Cumiskey, Mender
ABSTAIN: None
The Motion passed

At this time the meeting was opened to the public. Motion offered by Councilwoman Altman, seconded by Councilwoman Bresnak to open the meeting to the public. All Councilmembers present voted in the affirmative. The Motion passed. Mr. McDonnell of 12 Paris Avenue came forward with questions regarding the recently introduced tree ordinance. The Mayor explained that the tree ordinance was fully adopted at the June meeting and the period for public input had passed. Discussion took place about the possibility of amending the appendix to the tree ordinance to include certain fruit trees. That question will be directed to the Borough Engineer for clarification. Discussion ended. Motion to closed the meeting to the public was offered by Councilwoman Antine, seconded by Councilwoman Altman. All Councilmembers present voted in the affirmative. The Motion passed.

CORRESPONDENCE:

Mayor Pontone stated he would be attending the NJLM Conference in November and if any other Councilmembers wished to attend to let the Borough staff know. Discussion ended.

BOROUGH ATTORNEY REPORT:

No Report.

ADJOURNMENT:

With no further business to come before the Governing Body a Motion was offered to adjourn the meeting by Councilwoman Antine, seconded by Councilwoman Altman and approved by all Councilmembers voting in the affirmative to adjourn the meeting of this date. The Motion passed.

Respectfully submitted,



Marcella Giampiccolo, RMC
Borough Clerk