

**CLIFTON, NEW JERSEY
REGULAR MEETING MINUTES JANUARY 2, 2024**

The Regular Meeting of the Municipal Council of the City of Clifton was held in the Municipal Conference Room of Clifton City Hall, 900 Clifton Avenue, Clifton, New Jersey.

8:05 P.M. CALL OF ROLL

Mayor Grabowski called the meeting to order and presided, and announced that the location of exits should be noted for use in case of fire or other emergencies and also that smoking regulations apply to the building and cell phones should be deactivated and turned off and read the following Statement of Compliance into the record:

Adequate notice of this meeting has been provided by the Annual Notice of regularly scheduled meetings of the Municipal Council for the year 2024 which was published as legal advertisements in the Herald News on December 10, 2023 and was additionally advertised in the Record on December 10, 2023. Further notice of this meeting was given on Friday prior to the meeting to The Herald News and by posting of said notice on the bulletin board at City Hall and on the Clifton Website which notice stated that formal action may or may not be taken on matters to come before the Municipal Council.

Upon roll call, the following were noted present:

Councilman Gibson	(BG)
Councilman Kolodziej	(JK) Via Zoom
Councilman Latona	(AL)
Councilwoman Murphy	(LM) Absent
Councilwoman Pino	(RP)
Councilwoman Sadrakula	(MS)
Mayor Grabowski	(RG)

Also present were City Manager, Dominick Villano; City Attorney, Matthew Priore ; Assistant City Attorney, Andrew Oddo; City Clerk, Nancy Ferrigno and Deputy City Clerk, Michele Butler.

CALL TO ORDER / ROLL CALL / INVOCATION / PLEDGE TO THE FLAG

Rabbi Kronenberg

PRESENTATION

APPROVAL OF MINUTES

A Motion was made by Councilman Gibson seconded by Councilwoman Pino and passed on roll call vote to approve the Workshop Session, Executive Session and Regular Session Meeting Minutes of December 19, 2023.

(6-0-0-1) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye. Councilwoman Murphy was absent.

COMMUNICATIONS FROM THE CITY MANAGER

- C-1 Victor Angeles started as Public Safety Telecommunicator Trainee effective 12/18/2023 at \$17.49/hourly.
- C-2 Angelica Rodriguez started as Public Safety Telecommunicator Trainee effective 12/18/2023 at \$17.49/hourly.
- C-3 Moira Murray started as Public Safety Telecommunicator Trainee effective 12/18/2023 at \$31,831.80.

January 2, 2024

- C-4 Samir Damra has started as Fire Prevention Specialist with the Clifton Fire Dept. at \$36,000/annually.
- C-5 Madeline Perruzzi has been appointed as Provisional Principal Legal Stenographer effective 12/1/23 at \$71,291.49/annually.
- C-6 Teresa O'Connell has started as School Crossing Guard with the Clifton Police Dept. effective 12/19/2023 at \$16/hourly.

COMMUNICATIONS MEETING MINUTES

- C-7 Minutes of Special Meeting of Board of Adjustment of December 18, 2023
- C-8 Minutes of Civil Rights Committee of November 27, 2023
- C-9 Minutes of Board of Adjustment of December 20, 2023
- C-10 Minutes of North Jersey District Water Supply Commission of November 15, 2023
- C-11 Minutes of Passaic Valley Water Commission of November 29, 2023

FIRST READING ORDINANCES

A. Introduction of Ordinance 7873-24

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, was tabled upon motion made by Councilman Kolodziej, seconded by Councilwoman Pino and carried by roll call vote.

Ordinance To Exceed The Municipal Budget Appropriation Limits and To Establish A CAP Bank (NJSA 40A:4-45.14)

(6-0-0-1) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino and Councilwoman Sadrakula and Mayor Grabowski voted aye. Councilwoman Murphy was absent.

B. Introduction of Ordinance 7879-24

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon motion made by Councilman Gibson, seconded by Councilwoman Sadrakula and passed on roll call vote.

An Ordinance to Amend, Revise and Supplement Chapter 99 of the Code of the City of Clifton, Entitled "Salaries and Benefits", More Particularly Article VI Thereof, Entitled "Confidential Officials and Employees", and More Particularly Section 99-34 Thereof, Entitled "Minimum and Maximum Salaries Fixed" (Amends Salary of City Clerk and Deputy City Clerk Retroactive to January 1, 2024)

It was regularly moved, seconded and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Wednesday, January 16, 2024 at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

(5-1-0-1) Councilman Gibson, Councilman Latona, Councilwoman Pino and Councilwoman Sadrakula and Mayor Grabowski voted aye. Councilman Kolodziej voted nay and Councilwoman Murphy was absent.

C. Introduction of Ordinance 7880-24

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon motion made by Councilman Gibson, seconded by Councilman Latona and passed on roll call vote.

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An Ordinance to Amend, Revise and Supplement Chapter 99 of the Code of the City of Clifton, Entitled "Salaries and Compensation", More Particularly Article II Thereof, Entitled "Nonuniformed Officials and Employees", Section 99-2, Entitled "Minimum and Maximum Salaries Fixed; Uniform Allowances" (Amends 2024 & 2025 Salaries for Public Safety Telecommunicator and Public Safety Telecommunicator Trainee)

It was regularly moved, seconded and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Tuesday, December 19, 2023 at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

(6-0-0-1) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino and Councilwoman Sadrakula and Mayor Grabowski voted aye. Councilwoman Murphy was absent.

FLOOR TO THE MEMBERS OF THE PUBLIC

Gary Perino, 491 Mt. Prospect Ave., spoke about the need to have some banners and lighting replaced on City Hall property. He asked to have a larger variety of speakers participate in the invocation at the Council meetings. He asked why the Pershing Road traffic issues can't be solved. Mr. Perino spoke about PSEG digging up streets and repaving poorly. He discussed the purchasing of military equipment for the Clifton Police Department. Mr. Perino asked that Council put on their thinking caps and solve the many issues facing the City.

Donna Popowich, 57 Dalewood Rd., asked the Council for changes, more production and the use of volunteers in the upcoming year. She also commented on things accomplished in 2023 versus things not accomplished. Ms. Popowich remarked on Pershing Road traffic and parking issues, public call-in during Council meetings, awarding contracts without bidding, PSE&G constantly ripping up roads, moving the 5K Stampede, poor Christmas decorations at City Hall, praying at Council Meetings and flooding.

Joe Holzli, 75 Mountainside Terr., spoke about a tree that fell and is blocking the flow of Pearl Brook and flooding issues around the City.

Bart Ciervo, 306 Delawanna Ave., remarked that the same issues are discussed at every Council meeting and nothing gets resolved. He spoke about garbage collection for a private school in Delawanna, eliminating permit parking on Delawanna Ave., cars idling near the train station, speeding and enforcement of current laws. He suggested the Council allow back and forth conversations with the public during Council meetings.

Henry Cholewczynski, 37 Phyllis Place, remarked that providing raises to employees is a way to retain experienced employees. He spoke about PSE&G constantly tearing up roads and commented on a party that was being held in the vicinity of his home where the guests were parked illegally all over the neighborhood. Mr. Cholewczynski remarked about people living in homes that have no Certificate of Occupancy. He stated he feels the Rosemawr section of the City gets ignored.

Tejal Desai, 105 Speer Ave., asked the Council what their goals were for 2024. She spoke about the City conducting employee evaluations.

Chris D'Amato, 81 Merrill Rd., suggested the Council think about the big picture in 2024 in order to get things done. He spoke about the changing of City models and the role of the City government.

Lily D'Amato, 81 Merrill, spoke about volunteers and City employee performance reviews.

With no one else wishing to be heard, a Motion was made by Councilman Gibson, seconded by Councilwoman Sadrakula and passed on roll call vote to close the Public Session.

January 2, 2024

(6-0-0-1) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye. Councilwoman Murphy was absent.

CITY MANAGER PRIVILEGE/RESPONSE TO RESIDENTS

Gary Perino – City Manager, Dominick Villano, commented that he would look into replacing the worn out banners and the need for lighting on public property. Mr. Villano stated that he spoke to PSE&G about the poor paving and was assured by PSE&G that any issues with paving would be addressed. Mr. Villano remarked that the military equipment has been approved for purchase.

Donna Popowich – City Manager, Dominick Villano, thanked her for volunteering to help with the Christmas decorations going forward. He commented that no City contracts are being awarded without first going through the bid process.

Joe Holzli – City Manager, Dominick Villano, told Mr. Holzli that the tree that fell in Pearl Brook is on private property and the City will need permission from the property owner to remove it. Mr. Villano said the flooding issues are being brought to the attention of the Army Corp of Engineers.

Bart Ciervo – City Manager, Dominick Villano explained that the private school was instructed to hire a private refuse company because the City will no longer be collected their trash. He commented that he will have enforcement set up by the school on Oak Street and a study was done on Delawanna Ave. and the speeding is not a major problem.

Henry Cholewczynski – City Manager, Dominick Villano, remarked that the paving company, Tilcon, works for PSE&G. Mr. Villano agrees that the paving finish was unacceptable and will have the City Engineer put them on notice to fix the substandard work. Mr. Villano remarked that people are not living in the City without Certificates of Occupancy.

Tejal Desai – City Manager, Dominick Villano, stated that Employee Performance Reviews are starting this year.

City Manager, Dominick Villano, thanked Chris and Lily D'Amato for their constructive criticism.

Mr. Villano gave an update on the Third River flooding study.

COUNCIL PRIVILEGE

Councilman Latona

Councilman Latona spoke about updating City committees, using percentages rather than points when speaking about the budget. He announced that the 2024 Recycling Guide is available and urged residents to sign up for the Recycling Coach app. Councilman Latona commented that the deadline to file for the NJ ANCHOR program is approaching. He asked that a discussion item put on the next agenda to discuss a recession plan. He discussed the flooding of the Third River and suggested that the City mandate that utility companies receive permission from Council, prior to opening any roads. He commented on trees being cut down on Valley Road by a developer, sidewalks, permit parking, goals and transparency, and employee performance reviews. He wished Councilwoman Murphy a speedy recovery.

Councilwoman Murphy

Councilwoman Murphy was absent.

Councilwoman Pino

Councilwoman Pino wished all a Happy New Year. She thanked the volunteers who ran the Santa Float for the residents. Councilwoman Pino announced her intention to resume having Town Hall Meetings with the residents.

Councilwoman Sadrakula

Councilwoman Sadrakula discussed removal of a downed tree in Pearl Brook. She asked what the timeframe to get letters and waivers to the property owners by Pearl Brook is so the City can begin clean up and also the timeframe for the completion of the application to the Army Corp of Engineers for aiding with the clean-up. Councilwoman Sadrakula commented that more light is needed in City Hall parking lot. She asked that an announcement of the vacancy on the Zoning Board of Adjustment be put on the next meeting. Councilwoman Sadrakula commented that the goals of the City Council failed in 2023. She spoke about updating Zoning ordinances, police retention, recycling enforcement and sewer fees. She asked that a Bond Committee be held prior to the first Budget meeting. Councilwoman Sadrakula asked that all Department Heads be present at the first Budget meeting.

Councilman Gibson

Councilman Gibson remarked that he would like to see the number of persons providing invocations at the Council meetings be expanded.

Councilwoman Sadrakula left the dais at 9:20 p.m.

He spoke about moving the 5K Stampede, the Pearl Brook flooding, trees that were removed at a development site on Valley Road, enforcement of ordinances and unacceptable paving work after PSE&G projects.

Councilwoman Sadrakula returned to the dais at 9:25p.m.

Councilman Gibson asked that \$10,000.00 be put in the budget for new Christmas decorations. He stated that the Council is doing the best they can with the current budget. He spoke about taking the responsibility of sidewalks being lifted by City tree roots off the residents and asked that \$100,000.00 be put aside for repair of these sidewalks. Councilman Gibson remarked that a budget meeting needs to be set up for this month and the City needs more police officers.

Councilman Kolodziej

Councilman Kolodziej commented that putting money aside for snow plowing, and then it does not snow, does not mean the budget is being padded. He commented that not passing the COLA Ordinance is not fiscally responsible and the money that Councilman Gibson wants to devote to Christmas decorations, repairing sidewalks and increasing the Police Table of Organization cannot be done if the Ordinance does not pass. Councilman Kolodziej remarked that there will be several difficult drivers in the upcoming budget such as increase in garbage collection, pensions, liability insurance and health care benefits. He stated that some of his goals in 2024 are to hire a Communications Manager, putting more police on the streets, adopt a fiscally responsible budget and would like to see improvements to sewers and storm drains using the remaining ARPA funds. Councilman Kolodziej remarked that the function of the Council is to set policy. He commented that certain Councilmembers are focusing on the day to day operations of the City. Councilman Kolodziej asked residents to pay attention to your representatives' actions, not their speeches. He announced a Beefsteak at St. Philips Church to award a scholarship.

Mayor Grabowski

Mayor Grabowski explained the process to rescind permit parking should any neighborhood want to do so. He spoke about enforcing quality of life issues. Mayor Grabowski asked to have a Budget meeting set up with Council and all Department Heads.

January 2, 2024

RESOLUTIONS VOTED ON SEPERATELY

A Motion was made by Councilman Kolodziej, seconded by Councilwoman Pino and passed on roll call to vote on the following resolution separately.

R004-24 Resolution - 2024 Temporary Municipal Budget

2024 TEMPORARY BUDGET

WHEREAS, N.J.S.A. 40A:4-19 authorizes temporary appropriations to provide for the period between the beginning of the budget year and the adoption of the budget, where contracts, commitments or payments are to be made prior to the adoption of the budget for any fiscal year; and,

WHEREAS, contracts, commitments or payments are to be made by the City of Clifton for the purpose and amounts requested in the manner and time therein provided; and,

WHEREAS, the adoption of this resolution is prior to the 30th day of January 2024; and,

WHEREAS, 26.25% of the total appropriations in the 2023 Municipal Budget, exclusive of any appropriations made for debt service, capital improvement fund, and public assistance is in the sum of \$32,829,851.92,

NOW, THEREFORE, BE IT RESOLVED, that the Temporary Appropriations Amendments are hereby authorized to provide for contracts, commitments, and payments prior to the adoption of the 2023 Municipal Budget as follows:

<u>Department</u>	<u>Department Code</u>	<u>Amount</u>
See Attached Worksheets		
Total Temporary Budget Amendment:		<u>\$32,829,851.92</u>
<u>Debt Service Payments:</u>		
Bond Principal	01-201-45-920-342	\$ 5,225,000.00
Bond Interest	01-201-45-930-344	\$ 1,200,000.00
Note Interest	01-201-45-935-349	\$ 830,000.00
NJ Green Acres Trust	01-201-45-940-348	\$ 85,000.00
Total Debt Service for the City:		<u>\$ 7,340,000.00</u>
Total Temporary Budget and Debt Service:		<u>\$40,169,851.92</u>

(5-1-0-1) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, and Mayor Anzaldi voted aye. Councilwoman Sadrakula voted nay and Councilwoman Murphy was absent.

A Motion was made by Councilman Kolodziej, seconded by Councilwoman Pino and failed on roll call to vote on the following resolution separately.

R011-24 Resolution Awarding Professional Services Contract to Totowa Primary Care Center for Medical Services - January 1, 2024 Thru December 31, 2024

RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT TO TOTOWA PRIMARY CARE CENTER FOR MEDICAL SERVICES JANUARY 1, 2024 THRU DECEMBER 31, 2024

WHEREAS, the City of Clifton requires the professional medical services of a licensed medical facility in its proximity to perform certain medical services as required by the City of Clifton; and

WHEREAS, the proposals were solicited from Totowa Primary Care Center and Concentra; and

WHEREAS, Totowa Primary Care Center is a medical facility authorized by law to conduct various medical services such as, drug testing and employment physicals, practices of which are regulated by law and were lowest of both the proposals received; and

WHEREAS, the Mayor and Municipal Council desire to award a contract for the required professional medical services for the City of Clifton to Totowa Primary Care Center for 2024, under the terms of the Local Public Contracts Law N.J.S.A. 40A:11-5, in accordance with its proposal in an amount not to exceed \$50,000; and

WHEREAS, said services to be performed are professional services within the meaning of those terms as used in the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., and, accordingly, a contract may be awarded therefore without public advertising for bids and bidding in accordance with N.J.S.A. 40A:11-5; and

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44-A-20.5; and

WHEREAS, the estimated value of the contract is expected to be in excess of \$17,500.00; and

WHEREAS, the Business Entity Disclosure Certification has been received from Totowa Primary Care Center and is incorporated in the contract awarded hereby, along with the Determination of Value; and

NOW, THEREFORE, BE IT RESOLVED, that a professional services contract for medical services is hereby awarded to Totowa Primary Care Center, 160 Union Blvd., Totowa, New Jersey 07512; and in accordance with its proposal for a total amount not to exceed \$50,000 without the adoption of a supplemental resolution; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton, and that the original of this resolution and the contract above referred to be placed on file and made available for inspection at the Office of the City Clerk of the City of Clifton; and

(3-2-1-1) Councilman Gibson, Councilman Kolodziej and Mayor Grabowski voted aye. Councilman Latona and Councilwoman Sadrakula voted nay. Councilwoman Pino abstained and Councilwoman Murphy was absent.

A Motion was made by Councilman Kolodziej, seconded by Councilwoman Pino and passed on roll call to vote on the following resolution separately.

R013-24 Resolution Authorizing Lease of Canon Photocopiers and Managed Print Services off the New Jersey State Contract

**RESOLUTION AUTHORIZING LEASE PURCHASE OF
CANON PHOTO COPIERS AND MANAGED PRINT SERVICES OFF THE NEW
JERSEY STATE CONTRACT**

January 2, 2024

WHEREAS, the City of Clifton, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the

State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of Treasury and current lease with Xerox Corporation expires in February 2024; and

WHEREAS, in an effort to reduce leasing costs and to eliminate billing issues, the City of Clifton solicited proposals from Xerox Corporation, Kyocera and Canon Solutions America and has a desire to consolidate 22 separate lease agreements/contracts into one (1) agreement/contract for

1. City Manager	2. Tax Collector	3. Tax Assessor
4. DPW	5. Building	6. Engineering
7. City Clerk	8. Police-Record Bureau	9. PD-Detective Bureau
9. Police 1st floor	10. Police 2nd floor	11. Legal
12. Arts Center	13. Municipal Court-Violations	14. Recreation
15. PD-Internal Affairs	16. Housing	17. Fire
18. Health	19. Finance	20. Senior Center
21. PD Juvenile Div		

the following departments:

WHEREAS, Canon Solutions America Inc. has been awarded a New Jersey State Contract 24-FOOD-52427 under the Master Blanket M2075 with a lease term of 60 months for Copiers; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Council do hereby approve and authorize the aforementioned lease agreement with Canon Solutions America Inc. 101 Eisenhower Pkwy, Roseland NJ 07068 off the New Jersey State Contract No. 24-FOOD-52427 for a term of 60 months in an amount not to exceed a total cost of \$71,805.60 plus overages annually for lease of copiers and the Managed Print Services as it is most cost-effective solution for the City of Clifton amongst three proposals.

BE IT FURTHER RESOLVED, that this contract must contain a clause making it subject to the availability and appropriation annually of sufficient funds as may be required to meet the extended obligation, or contain an annual cancellation clause. This award is also subject to vendor’s agreement to terminate all existing contracts without penalty upon execution of the within agreement.

(5-1-0-1) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino and Mayor Grabowski voted aye. Councilwoman Sadrakula voted nay and Councilwoman Murphy was absent.

R018-24 Resolution for Reappointment of Members to the Board of Recreation

A Motion was made by Councilman Gibson, seconded by Councilwoman Pino to table Resolution 018-24

RESOLUTION FOR REAPPOINTMENT OF MEMBERS TO THE BOARD OF RECREATION

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a reappointment form from the secretary of the Board of Recreation recommending reappointment of Robert Foster and Jim Smith; and

WHEREAS, said members’ term expired on December 31, 2023; and

WHEREAS, these members are being reappointed to said committee for a term of three years commencing January 1, 2024 through December 31, 2026;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, County of Passaic, State of New Jersey that the above-mentioned members of the Board of Recreation be and are hereby reappointed for a three-year term, commencing on January 1, 2024 through December 31, 2026.

(6-0-0-1) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye. Councilwoman Murphy was absent.

RESOLUTIONS

A Motion was made by Councilwoman Sadrakula, seconded by Councilman Kolodziej and passed on roll call vote to move the group.

(6-0-0-1) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye. Councilwoman Murphy was absent.

R001-24 Resolution: Approve Claims List Resolution for the January 2, 2024, City Council Meeting

**RESOLUTION
TO APPROVE
Claims to be paid the
Meeting of January 2, 2024**

Resolved that all claims on the attached sheets are approved as reasonable and proper claims against the City of Clifton.

Current Fund	\$	2,956,038.89
Grant Fund	\$	49,850.93
General Capital Fund	\$	-
Sewer Utility -Operating	\$	50,172.97
Sewer Utility-Capital	\$	-
Developers Escrow	\$	-
Dog Trust	\$	(21,729.36)
Police Extra Duty	\$	90,087.50
Trust Other	\$	5,008.95
Section 8 Public Housing	\$	-
Community Development	\$	-
Payroll Agency	\$	16,174.00
Tax Title Lien Redemption	\$	-
Self Insurance	\$	1,693,907.71
	\$	
Fire Dedicated Penalties	-	
Revolving Loan Fund	\$	-
Tax Title Lien Redemption	\$	-
Unemployment Trust Fund	\$	-
Library	\$	87,844.77
General Liability Trust	\$	-
Workers Compensation Trust	\$	5,121.00
Trust Escrow	\$	-
Reserve for Housing	\$	-
Federal DOJ Forfeiture	\$	-
	\$	
TOTAL CLAIMS	\$	4,932,477.36

**CITY OF CLIFTON
COUNTY OF PASSAIC, NEW JERSEY
2024 CASH MANAGEMENT PLAN
AMENDMENT**

WHEREAS, N.J.S.A. 40A:5-14, State of New Jersey Local Fiscal Affairs Law, requires that each municipality to annually adopt a Cash Management Plan designed to assure the deposit, investment and proper disbursement of local funds;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Clifton, County of Passaic, State of New Jersey, does hereby adopt the following Cash Management Plan:

A. DESIGNATION OF DEPOSITORIES

The following institutions are designated as permissible depositories for the deposit of City funds:

CAPITAL ONE	KEARNY BANK
BANK OF AMERICA, N.A.	PNC BANK, National Association
M&T BANK	PROVIDENT SAVINGS BANK
BOILING SPRINGS SAVINGS BANK	INVESTORS SAVINGS BANK
BNY MELLON	SPENCER SAVINGS BANK, SLA
WELLS FARGO BANK, N.A.	TD BANK, N.A.
US BANK	VALLEY BANK

All depositories must conform to the Governmental Unit Deposit Protection Act ("GUDPA"), and shall provide a Notification of Eligibility from the State of New Jersey, Department of Banking, on a semi-annual basis. In addition, designated depositories shall maintain maximum FDIC or FSLIC coverage of all City funds on deposit.

B. DEPOSIT OF FUNDS

All funds shall be deposited within forty-eight (48) hours of receipt, in accordance with N.J.S.A. 40A:5-15, into appropriate fund operating accounts. Non-interest bearing operating and capital accounts shall be regularly monitored for the availability of funds for investment. Debt Service and Trust accounts shall be maintained in accordance with Federal and State statutes regulating such funds. Payroll, Developers' Escrow deposits and other agency funds, which represent funds of individuals and other organizations held by the City, shall be deposited in regular, non-interest bearing checking accounts unless applicable State statutes direct otherwise. Grant funds shall be deposited in accordance with regulations of the granting government or agency.

Where compensating balances are required by any designated depository to offset the cost of services provided, an agreement between the City and the depository shall be executed, specifying the charge for each service and the balance required to offset each charge.

C. INVESTMENT INSTRUMENTS AND PROCEDURES

The City may purchase those investments permitted in N.J.S.A. 40A:5-15.1, and Local Finance Notice (LFN) 2017-24 and Resolution R531-18, which include:

- United States Treasury Bonds, Notes and Bills
- United States Government Agency and Instrumentality Obligations
- Bonds and other obligations of the City of Clifton
- Bonds and other obligations of the Clifton Board of Education
- Commercial Bank Deposits and Certificates of Deposit
- New Jersey Arbitrage Rebate Management Fund
- Savings Bank Deposits and Certificates of Deposit

- State of New Jersey Cash Management Fund (NJ/ARM)

The City may purchase other obligations approved by the Division of Investment of the Department of Treasury for investment by local units.

Investments shall be limited to a maturity of not more than one year unless a longer term is permitted by applicable Federal or State regulations. Allowable investments with maturities which extend beyond the end of the City's fiscal year shall be permitted only if interest accrued on the investment is credited to the City at the end of the fiscal year for the purpose of realizing budgetary revenue.

The purchase of Certificates of Deposit shall be made based on the availability of funds for investment and the analysis of projected cash flows. Bids for Certificates of Deposit will be solicited of at least three designated depositories only if the amount available for investment is \$100,000 or greater. Telephone bids will be solicited by the Chief Financial Officer, or designated staff member. Bidders shall specify the principal amount, interest rate and maturity of the investment. A check or wire transfer will be made available to the winning bidder on the same business day the bid is awarded. Where the return on a proposed investment does not exceed the cost of making such investment, the Chief Financial Officer will not make the investment. The Chief Financial Officer shall have the discretion to award an investment to the depository wherein the funds reside, should that institution's quoted interest rate be less than other quoted rates, and the differential in interest rates is not more than twenty-five (25) basis points

(0.25%), providing that the term of the investment is thirty (30) days or less. The Chief Financial Officer shall have the discretion to reject all bids.

D. DISBURSEMENT OF FUNDS

All funds shall be disbursed as authorized and directed by the City Council, except that the Chief Financial Officer shall have the authority to make disbursements prior to receiving the approval of the Municipal Council in extreme emergencies where the safety of the public is jeopardized. In addition, the following disbursements may be made prior to receiving approval of the Municipal Council:

County Taxes	Petty Cash Reimbursements
County Open Space Taxes	Postage
Debt Service	Purchase of Investments
Insurance Premiums	Salaries and Wages
Interfunds	School Taxes
Public Library Tax Levy	Self-Insurance Payments
Payroll Withholding Amounts	Special Improvement District Taxes
Passaic Valley Sewer Payments	State of NJ Pension Obligations
Public Utility Payments	Health Care Claims

- Manual Checks as approved in writing by the City Manager

For disbursements relative to payroll tax withholding, the City Council may authorize the use of a servicer to take possession of local unit funds and execute the disbursements of the City to the taxing authorities. Tasks to be performed by the servicer may include report preparation, calculation of withholding and direct deposit of payroll disbursements.

The Chief Financial Officer is designated the “approval officer” responsible for authorizing and supervising the activities of the servicer. In cases where the servicer takes possession of local unit funds for payment of payroll claims, the approval officer is charged with ensuring that payments are made on a timely basis by regularly securing third party confirmation of such.

Disbursements shall be executed via electronic wire transfer of funds by the Chief Financial Officer, or designated staff member, when that method of payment will result in a financial benefit to the City in the form of increased investment income.

January 2, 2024

All disbursements of funds held by the City, either electronic or by check, will require two (2) authorized signatures or approvals before any disbursement can be completed.

E. PETTY CASH FUND

Reimbursements for expenditures through the Petty Cash Fund shall be made within the limits approved by the Director of the Division of Local Government Services. The Petty Cash Fund shall be maintained in accordance with N.J.S.A. 40A:5-21. Individual reimbursements from the Petty Cash Fund shall not exceed \$45 per item. The following Petty Cash Fund is maintained:

Recreation	\$200
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All other properly documented petty cash expenditures will be reimbursed to an employee on their semi-monthly paychecks, as a non-taxable reimbursement.

F. BONDING

The following officials shall be covered by surety bonds; said surety bonds to be examined by the independent auditor to insure their proper execution:

Chief Financial Officer	Tax Collector	City Treasurer
Court Administrator	Municipal Court Judge(s)	Deputy Court Administrator(s)

Staff members of the Department of Finance and Tax Collection not covered by separate surety bonds shall be covered by a Public Employee's Faithful Performance Bond.

G. P-CARD PROGRAM

The City of Clifton currently has P-Cards (Purchase Cards) program with Bank of America. The Qualified Purchasing Agent (QPA) is designated the "Program Manager" is compliance with Local Finance Notice (LFN) 2018-13. Individual City Credit Cards are not authorized to be issued or used by any employee under the auspices of the City of Clifton.

H. CLAIMANT CERTIFICATION

Per City of Clifton Ordinance 7640-21, authorized by the New Jersey Department of Community Affairs with Local Finance Notice (LFN) 2018-13, purchase orders below the State authorized quote threshold, and vendors with contracts of file with the City's Legal Department do not require a signature from the Vendor. All Department Head must sign off on all other requirements of a purchase order in compliance with applicable Purchasing Laws.

I. ELECTRONIC FUNDS TRANSFER (EFT)

The Local Fiscal Affairs Lawn (N.J.S.A. 40A:5-16.5) has authorized Municipalities to pay vendor's electronically, in lieu of paper checks. Local Finance Notice (LFN) 2018-13 gives guidance on such policies required to protect the City. The Finance Office created a policies for EFTs, and shall be authorized to utilize EFTs as necessary (Resolution R-438-20)

J. COMPLIANCE

The Cash Management Plan of the City of Clifton shall be subject to the approval of the City's Legal Counsel, and shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

As stated in N.J.S.A. 40A:5-14, the official(s) charged with the custody of City funds shall deposit them as instructed by this Cash Management Plan, and shall thereafter be relieved of any liability or loss due to the insolvency or closing of any designated depository.

If, at any time, this Cash Management Plan conflicts with any regulation of the State of New Jersey, or any department thereof, the applicable State regulations shall apply.

K. BANK SIGNATURES

All Bank Accounts with the City of Clifton require a minimum of two signatures to issue payment. Authorized City Employees are:

1. Chief Financial Officer – Joseph Kunz
2. City Manager – Dominick Villano
3. City Treasurer - Open
4. Finance Department, Clerk 3 (Acting Treasurer) – Edith Mayton

The exception to this rule is the Police Department’s Forfeiture Fund, which requires both:

1. Chief Financial Officer
2. Police Chief

R003-24 Resolution - 2024 Refund Cancellation Resolution

**2024 REFUND CANCELLATION
RESOLUTION**

WHEREAS, the New Jersey Local Fiscal Affairs Law allow municipalities to cancel refunds of \$10.00 or less; and

WHEREAS, N.J.S.A. 40A:5-17.1 (b) states “...the governing body of a municipality may adopt a resolution authorizing a municipal employee chosen by the governing body to process, without further action on the part of the governing body, the cancellation of any property tax refund, delinquency, or the charges and fees imposed by the municipality of less than \$10.00”; and

WHEREAS, the Finance Office would like to streamline our record maintenance to be fiscally responsible and also include trust and escrow accounts;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Clifton, County of Passaic, State of New Jersey, that the Mayor and Council authorize the Chief

Financial Officer, City Treasurer or City Comptroller to cancel all refunds due for up to \$10.00 as outlined in N.J.S.A. 40A:5-17.1;

BE IT FURTHER RESOLVED, that the Finance Office of the City of Clifton be authorized to cancel said balances and correct the City’s financial records for these cancellations.

R005-24 Resolution - 2024 Temporary Sewer Utility Budget

**2024 TEMPORARY BUDGET
CLIFTON SEWER UTILITY**

WHEREAS, N.J.S.A. 40A:4-19 authorizes temporary appropriations to provide for the period between the beginning of the budget year and the adoption of the budget, where contracts, commitments or payments are to be made prior to the adoption of the budget for any fiscal year; and

WHEREAS, contracts, commitments or payments are to be made by the City of Clifton Sewer Utility for the purpose and amounts requested in the manner and time therein provided; and

WHEREAS, the adoption of this resolution is prior to the 30th day of January 2023; and

January 2, 2024

WHEREAS, 26.25% of the total appropriations in the 2023 Sewer Utility Budget, exclusive of any appropriations made for deferred charge, debt service and capital improvement fund, is in the sum of \$2,799,063.75;

NOW, THEREFORE, BE IT RESOLVED, that the Temporary Appropriations Amendments are hereby authorized to provide for contracts, commitments, and payments prior to the adoption of the 2024 Sewer Utility Budget as follows:

<u>Sewer Department</u>	<u>Department Code</u>	<u>Amount</u>
Sewer / Storm System – Salaries	07-201-26-291-101	\$ 200,000.00
Sewer / Storm System – Expenses	07-201-26-291-405	\$ 100,000.00
Audit and Accounting	07-201-20-135-334	\$ 10,000.00
Insurance – General Liability	07-201-23-210-310	\$ 20,000.00
Insurance – Self-Insurance	07-201-23-215-340	\$ 20,000.00
Insurance – Group Health	07-201-23-220-310	\$ 40,000.00
Sewer Fees – Other	07-201-31-455-273	\$ 25,000.00
Sewer Fees – PVSC	07-201-31-455-290	\$ 2,300,000.00
Statutory Exp – Employer Taxes	07-201-36-472-300	\$ 15,000.00
Emergency Repairs	07-201-26-291-601	\$ 69,063.75

Total Temporary Budget Amendment: \$ 2,474,062.50

Debt Service Payments:

Bond Principal	07-201-45-920-342	\$1,600,000.00
Bond Interest	07-201-45-930-344	\$ 600,000.00
Note Interest	07-201-45-935-349	\$ 34,000.00
NJ Wastewater Trust	07-201-45-941-347	\$ 60,000.00

Total Debt Service for Sewer Utility: \$ 2,294,000.00

Total Temporary Budget and Debt Service: \$ 5,093,063.75

R006-24 Resolution - Budget Transfers 2023 Appropriation Reserves - Current Fund #1

**RESOLUTION FOR BUDGET TRANSFERS
2023 APPROPRIATION RESERVES
CURRENT FUND #1**

WHEREAS, transfers between appropriation reserves are permitted by N.J.S.A. 40A:4-59 during the first three (3) months of the next succeeding fiscal year; and

WHEREAS, certain 2023 appropriation reserves are expected to be insufficient to meet expenditure requirements for 2023 liabilities, and certain 2023 appropriation reserves have funds available to offset these expenditure requirements;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Clifton (not less than two-thirds of the full membership thereof affirmatively concurring (5)) that the transfers listed below, between 2023 appropriation reserves, be made.

<u>Department</u>	<u>Account Number</u>	<u>Amount - Out</u>	<u>Amount - In</u>
Insurance – Group Health	01-203-23-221-111		\$ 200,000.00
Insurance – General Liability	01-203-23-210-310		\$ 200,000.00
Roads – S&W – Snow Removal	01-203-26-292-117	\$ 200,000.00	
Roads – OE – Salt & Cinders	01-203-26-292-219	\$ 200,000.00	
		<u>\$ 400,000.00</u>	<u>\$ 400,000.00</u>

R007-24 Resolution Authorizing the Issuance of Change Order No. 1 and Final - 2021 NJDOT Sidewalk and Curb Improvements

RESOLUTION AUTHORIZING THE ISSUANCE OF CHANGE ORDER NO. 1 AND FINAL 2021 NJDOT SIDEWALK AND CURB IMPROVEMENTS

WHEREAS, on August 3, 2022, the City of Clifton adopted Resolution R362-22 awarding a contract to **GRANADA CONSTRUCTION CORP.** of NEWARK, NJ, for the performance of certain public work and the furnishing of material, labor and equipment for **2021 NJDOT SIDEWALK AND CURB IMPROVEMENTS** in the amount of \$1,557,469.30; and

WHEREAS, regulations, adopted by the Local Finance Board of the State of New Jersey, and dealing with “Contract Change Order” open-end contracts, etc., became effective on April 15, 1977; and

WHEREAS, the City Engineer has requested that a Change Order be made to the contract awarded to **GRANADA CONSTRUCTION CORP.**, in the amount of \$54,619.29 a 3.51%

Decrease as authorized by Resolution said being necessary for the proper completion of the project job; and

WHEREAS, the City of Clifton desires to comply with said regulations, and to the end herewith files with the Governing Body a report of the Engineering Department stating the facts involved and indicating that the proposed contract Change Order is necessary and should be approved and allowed; and

WHEREAS, the Chief Financial Officer is not required to certify the availability of sufficient funds for the amendatory change for which authorization is requested in the amount of \$54,619.29 a 3.51% DECREASE;

WHEREAS, the total contract amount is now \$1,502,850.01.

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council of the City of Clifton that the said amendatory Change Order be and the same is hereby ratified and payment therefore is hereby approved.

R008-24 Resolution Authorizing Final Payment - 2021 NJDOT Sidewalk and Curb Improvements - Granada Construction Co.

RESOLUTION AUTHORIZING FINAL PAYMENT 2021 NJDOT SIDEWALK AND CURB IMPROVEMENTS GRANADA CONSTRUCTION CORP.

WHEREAS, GRANADA CONSTRUCTION CORP. of Newark, New Jersey, did complete **2021 NJDOT SIDEWALK AND CURB IMPROVEMENTS** project in and for the City of Clifton for the total amount of.....\$1,502,850.01

And previous payments on account of said total have been paid in the amount of..\$1,422,851.41

Leaving this FINAL PAYMENT of..... \$ 79,998.60

WHEREAS, said work was authorized by contract duly awarded at a regular meeting of the Governing Body of the City of Clifton; and

January 2, 2024

WHEREAS, the Contractor has posted a Maintenance Bond, for a period of two years, in the amount of **\$150,285.00**; and

WHEREAS, the City Engineer has inspected the work done and has determined that said work has been properly done and completed, to the best of his knowledge, in accordance with the terms and provisions of the contract as amended, if amended, and hereby recommends that the said work be accepted;

NOW, THEREFORE, BE IT RESOLVED, that the City of Clifton does hereby formally accept the work as shown as completed in this resolution and contract.

NOW BE IT FURTHER RESOLVED that the Chief Financial Officer be and he is authorized and directed to include the said claim totaling **\$79,998.60** on the claim list.

R009-24 Resolution Awarding Contract for Shafto Street, Getty Avenue and Van Winkle Avenue Sanitary Sewer Replacement (ARPA)

**RESOLUTION AWARDING CONTRACT FOR
SHAFTO STREET, GETTY AVENUE AND VAN WINKLE AVENUE SANITARY
SEWER REPLACEMENT (ARPA)**

BE IT RESOLVED: that the contract for the SHAFTO STREET, GETTY AVENUE AND VAN WINKLE AVENUE SANITARY SEWER REPLACEMENT (ARPA) be and the same is hereby awarded to JOHN GARCIA CONSTRUCTION of Clifton, New Jersey, the low bidder meeting the specifications at a grand total bid price of \$231,667.80, in accordance with bids received on December 14, 2023, and recommended by communication dated December 27, 2023 to the Mayor and Council; and

NOW, THEREFORE BE IT FURTHER RESOLVED: that the Mayor and City Clerk be and they are authorized and directed hereby to execute such contract, upon approval by the Law Department.

BE IT FURTHER RESOLVED: that the required Certificate of Availability of Funds for the above contract has been obtained from the Chief Financial Officer of the City of Clifton.

R010-24 Resolution Authorizing Permission to Bid for Culvert Replacement - Weasel Brook - Section 7

**RESOLUTION AUTHORIZING PERMISSION TO BID FOR
CULVERT REPLACEMENT WEASEL BROOK – SECTION 7**

WHEREAS, the City of Clifton shall incur no expense exceeding \$17,500, except where either authorized by law or waived by the Municipal Council up to the State of New Jersey bid threshold; and

WHEREAS, the City of Clifton seeks construction services estimated to cost in excess of \$17,500 without waiver; and

WHEREAS, the scope of work includes the replacement of the existing headwall and 640 linear feet of Corrugated Metal Pipe-Arch (CMPA) with 72” x 113” Reinforced Concrete Elliptical Pipe (RCEP) Class III; and

WHEREAS, the City Engineer of the City of Clifton has prepared Bid Specifications, Notice to Bidders, Proposals and Specifications for said improvements in anticipation of the public bidding for same and finds same to be acceptable for public bidding; and

January 2, 2024

NOW THEREFORE BE IT RESOLVED by the Mayor and Municipal Council of the City of Clifton that the Purchasing Agent is authorized to advertise a Notice to Bidders and to receive public bids for the services described therein; and

BE IT FURTHER RESOLVED that the Notice to Bidders shall be published once in a legal newspaper of the City of Clifton no later than the next Municipal Council meeting, in accordance with N.J.S.A. 40A:11-1 *et seq.*

R012-24 Resolution Awarding Professional Services Contract for Lead Testing Laboratory Services to EMSL Analytical, Inc. - January 1, 2024 Thru December 31, 2024

**RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT
FOR LEAD TESTING LABORATORY SERVICES
TO EMSL ANALYTICAL, INC.
JANUARY 1, 2024 THRU DECEMBER 31, 2024**

WHEREAS, the City of Clifton Health Officer requested a quote from EMSL Analytical, Inc., the New Jersey State licensed professional analytical laboratory for performing certain lead test evaluation services as required by the City of Clifton; and

WHEREAS, EMSL Analytical, Inc., located at 200 Route 130 North, Cinnaminson NJ 08077, is a New Jersey State licensed and authorized lead testing analytical laboratory; and

WHEREAS, services to be performed are professional services within the meaning of the local public contracts law N.J.S.A 40A:11-1 *et seq.*, and accordingly, a contract may be awarded therefore without public advertising for bids and bidding in accordance with N.J.S.A. 40A:11-5 *et seq.*; and

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44-a-20.4 *et seq.*; and

WHEREAS, the estimated value of the contract is expected to be in excess of \$17,500.00; and

WHEREAS, the business entity disclosure certification has been received from EMSL Analytical, Inc. and is incorporated in the contract awarded hereby, along with the determination of value; and

NOW, THEREFORE, BE IT RESOLVED, that a professional services contract for Lead Testing Laboratory Services is hereby awarded to EMSL Analytical, Inc., 200 Route 130 North, Cinnaminson NJ 08077 in an amount not to exceed a total of \$100,000, for the contract period of January 1, 2024 thru December 31, 2024; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton. and that the original of this Resolution and the contract above referred to be placed on file and made available for inspection at the office of the City Clerk of the City of Clifton

R014-24 Resolution Awarding Contract for Provision of Veterinary Services to the Animal Shelter of the City of Clifton 2024

**RESOLUTION AWARDING CONTRACT FOR PROVISION OF VETERINARY
SERVICES TO THE ANIMAL SHELTER OF THE CITY OF CLIFTON FOR 2024**

WHEREAS, the Health Officer solicited informal proposals for the provision of certain veterinary services to the Animal Shelter of the City of Clifton and all Clifton veterinarians for 2024; and

January 2, 2024

WHEREAS, these services shall be as follows:

Examination
FiV FeLV Test (Feline) or Heartworm Test (Canine)
Revolution (Feline) or Frontline (Canine)
Dewormer
Vaccinated against Rabies & Distemper

WHEREAS, in response thereto, one (1) informal proposal was received, wherein the Friends of the Shelter, Inc., a 501C(3) non-profit corporation, has offered to provide veterinary services to the City of Clifton Animal Shelter through utilization of various licensed veterinarian subcontractors, at the favorable rate of \$130 flat fee per dog and \$130 flat fee per cat; and

WHEREAS, a report was submitted to the City Manager wherein the Health Officer recommends the award of a contract for said services to Friends of the Shelter, Inc., which provided the sole and lowest quotation as aforesaid; and

WHEREAS, the contract is within the bidding threshold and therefore may be awarded without public advertising for bids and bidding therefor under *N.J.S.A. 40A:11-5 et seq.*; and

WHEREAS, this award is of a non-fair and open contract in accordance with *N.J.S.A. 19:44-A-20.5*, and, therefore, the Business Entity Disclosure Certification has been received from the contractor and is incorporated into the contract awarded hereby, along with the Determination of Value; and

WHEREAS, the value of the contract is approximately \$48,500, and the duration of the contract is for one year; and

WHEREAS, there are funds available for the payment of the services, and the Chief Financial Officer has certified the availability of funds hereon;

NOW, THEREFORE, BE IT RESOLVED, that a contract for the provision of veterinarians to provide certain veterinary services to the Animal Shelter located on the City Hall site, be and the same is hereby awarded to the Friends of the Shelter, Inc., of Clifton, N. J., at the aforesaid rates, the total price not to exceed \$48,500; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton; and

BE IT FURTHER RESOLVED, that the original of this resolution and the contract above referred to be placed on file and made available for public inspection in the Office of the City Clerk of the city of Clifton.

R015-24 Resolution Authorizing Agreement Between City of Clifton and D.I.A.L. (Disabled Information, Awareness and Living) for Handicapped Services for 2024

RESOLUTION AUTHORIZING AGREEMENT BETWEEN THE CITY OF CLIFTON AND D.I.A.L. (DISABLED INFORMATION, AWARENESS AND LIVING) FOR HANDICAPPED SERVICES FOR 2024

BE IT RESOLVED, that an Agreement between the City of Clifton and D.I.A.L., in addition to its services as a sub-recipient of a Community Development Block Grant, conditioned upon performance of certain services and satisfaction of conditions for the City of Clifton, for performance of services for the handicapped, at a fee of \$12,000.00, for the period 1/1/24 thru 12/31/24, in the form as approved by the Law Department, be and the same is hereby authorized by the Municipal Council, and the Mayor and City Clerk be and they are hereby authorized and directed to execute the same on behalf of the City of Clifton; and

January 2, 2024

BE IT FURTHER RESOLVED, that the required Certificate of Availability of Funds for the above contract has been obtained from the Chief Financial Officer of the City of Clifton, and is endorsed hereon.

R016-24 Resolution Appointing Public Agency Compliance Officer (P.A.C.O.) for the City of Clifton for 2024

**RESOLUTION APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER
(P.A.C.O.) FOR THE CITY OF CLIFTON FOR 2024**

BE IT RESOLVED, by the Mayor and the Municipal Council of the City of Clifton, that Amisha Jariwala is hereby appointed and designated as the Public Agency Compliance Officer (P.A.C.O) for the City of Clifton for the year 2024, in accordance with the provisions of *N.J.A.C. 17:27-3.2*.

R017-24 Resolution Awarding Economic Development Consultant Services Contract to Allan Ryff, DBA Allan Ryff Consulting for Calendar Year 2024

**RESOLUTION AWARDING ECONOMIC DEVELOPMENT CONSULTANT
SERVICES CONTRACT TO ALLAN RYFF, DBA ALLAN RYFF CONSULTING FOR
CALENDAR YEAR 2024**

WHEREAS, the City of Clifton requires consultant services for economic development for calendar year 2024; and

WHEREAS, the City Manager desires to renew the agreement for another year; and

WHEREAS, with consideration of the satisfactory services previously provided to the City by Allan Ryff, the City Manager wishes to award a renewal contract to Allan Ryff dba Allan Ryff Consulting for the provision of said services, in accordance with his proposal received January 19, 2019; and

WHEREAS, the total proposed cost shall not exceed the bid threshold and may be awarded without public advertising for bids and bidding therefore under N.J.S.A. 40A:11-5 *et seq.*; and

WHEREAS, the value of the contract is determined to exceed \$17,500.00 and the term of the contract is for calendar year 2024; and

WHEREAS, this award is of non-fair and open contract in accordance with N.J.S.A.19:44A-20.5 *et seq.*; and

WHEREAS, the Business Entity Disclosure Certification has been received from Allan Ryff and is incorporated in the contract awarded hereby, along with the Determination of Value; and

NOW, THEREFORE, BE IT RESOLVED, that a consultant services contract for Economic Development is hereby awarded to Allan Ryff dba Allan Ryff Consulting, in an amount not to

exceed \$43,999.00, in accordance with the same terms set forth in the original proposal received on January 19, 2019;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton, and that the original of this resolution award the contract above referred to be placed on file and made available for the inspection at the Office of the City Clerk of the City of Clifton; and

BE IT FURTHER RESOLVED, that no services and/or goods shall commence prior to execution of a contract prepared by the Law Department.

R019-24 Resolution for Appointment to the Traffic Safety Council

**RESOLUTION FOR APPOINTMENT TO THE
TRAFFIC SAFETY COUNCIL**

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of an application from Lawrence Krewers to become a Member of the Traffic Safety Council;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, County of Passaic, State of New Jersey that Lawrence Krewers is hereby appointed as a Member of the Traffic Safety Council for a three-year term commencing this day through December 31, 2026.

R020-24 Resolution for Appointment to the Civil Rights Committee

**RESOLUTION FOR APPOINTMENT TO THE
CIVIL RIGHTS COMMITTEE**

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of applications from Timothy K. Brown (Middle Village) and Jose Salgado-Perez (Dutch Hill) to become Members of the Civil Rights Committee;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, County of Passaic, State of New Jersey that Timothy K. Brown and Jose Salgado-Perez be and are hereby appointed to the Civil Rights Committee commencing this day.

R021-24 Resolution for Appointment of Special Police Officer

**RESOLUTION FOR APPOINTMENT OF
SPECIAL POLICE**

BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, that William Frank be and is hereby appointed as a Special Police Officer Class II for a term commencing on January 1, 2024 through December 31, 2024.

R022-24 Resolution Authorizing Renewal of Limousine License – Thovamax

RESOLUTION AUTHORIZING LIMOUSINE LICENSE RENEWAL

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a Limousine License renewal application from Camilo Pareja the owner and operator of Thovamax Limo, 95 Boll Street, in the City of Clifton; and

WHEREAS, all paperwork has been completed and all fees have been paid; and

WHEREAS, all inspections have been completed by the Police and Zoning Departments;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey that approval for renewal of a Limousine License renewal application from Camilo Pareja the owner and operator of Thovamax Limo in the City of Clifton is hereby granted.

January 2, 2024

Company name:

Thovamax Limo

Owner and Operator:

Camilo Pareja

Approved Vehicles:

2020 Lexus Wagon JTJAM7BX9L5252166

Approved Parking Location:

95 Boll Street, Clifton 07014

R023-24 Resolution Authorizing Renewal of New & Used Car Lot License - Nash Park Automotive

RESOLUTION AUTHORIZING NEW AND USED CAR LOT LICENSE RENEWAL

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a New and Used Car Lot License Renewal for Nash Park Automotive, 630 Lexington Avenue, Clifton, NJ; and

WHEREAS, all paperwork has been completed by the applicant and all fees have been paid; and

WHEREAS, all inspections have been completed by the Zoning, Fire, Health and Police Departments;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, and State of New Jersey that approval for the renewal of a New and Used Car Lot License to Nash Park Automotive be and is hereby granted.

R024-24 Resolution Authorizing Renewal of Animal Shelter & Pound License - Homeless Animal Adoption League

RESOLUTION AUTHORIZING ANIMAL SHELTER & POUND LICENSE RENEWALS

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of an Animal Shelter & Pound License Renewal from the Homeless Animal

Adoption League, 236 Delawanna Avenue, Clifton; and

WHEREAS, all paperwork has been completed and all fees have been paid; and

WHEREAS, all inspections have been completed by the Zoning, Fire, Health and Police Departments;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, and State of New Jersey that approval for the renewal of an Animal Shelter License to the Homeless Animal Adoption League is hereby granted.

R025-24 Resolution Authorizing Renewal of Games of Skill Distributor Licenses

**CITY OF CLIFTON
RESOLUTION AUTHORIZING GAMES OF SKILL DISTRIBUTOR
LICENSE RENEWALS**

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of Games of Skill Distributor License Renewals from the businesses listed below; and

WHEREAS, all paperwork has been completed and all fees have been paid; and

WHEREAS, all inspections have been completed by the Police Department;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, and State of New Jersey that approval for the renewal of Games of Skill Distributor Licenses to the businesses listed below be and are hereby granted.

National Entertainment Network, LLC 246 S. Taylor Avenue, Louisville, CO

E&E Vending 334 Totowa Road, Totowa, NJ

R026-24 Resolution Authorizing Renewal of Games of Skill Operator License - Clif Tavern

**RESOLUTION AUTHORIZING GAMES OF SKILL OPERATOR
LICENSE RENEWAL**

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of Games of Skill Operator License Renewals from Clif Tavern, 605 Clifton Avenue in the City of Clifton; and

WHEREAS, all paperwork has been completed and all fees have been paid; and

WHEREAS, all inspections have been completed by the Zoning and Police Departments;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, and State of New Jersey that approval for the renewal of Games of Skill Operator License to Clif Tavern be and is hereby granted.

R027-24 Resolution Authorizing Renewal of Vending Machine Licenses

**RESOLUTION AUTHORIZING VENDING MACHINE LICENSE
RENEWALS**

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of Vending Machine License Renewals from various businesses; and

WHEREAS, all paperwork has been completed by the various applicants and all fees have been paid; and

WHEREAS, all inspections have been completed by the Zoning, Health and Police Departments;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, and State of New Jersey that approval for renewal of a Vending Machine Licenses to businesses listed below be and are hereby granted:

January 2, 2024

Atlantic Vending	1100 Towbin Ave., Lakewood, NJ
West III	300 Route 3 West, Clifton, NJ
Thirst Quenchers Vending	23 Robert Street, Nutley, NJ
Compass Group (Canteen Vending)	190 Homestead Ave., Avenel, NJ
E&A Auto	300 Broad Street, Clifton, NJ

R028-24 Resolution of Council Liaison Appointments to Various Boards and Commissions
2024

**RESOLUTION OF COUNCIL LIAISON APPOINTMENTS
TO VARIOUS BOARDS AND COMMISSIONS**

BE IT RESOLVED, that the following Council Members are appointed as Council Liaison representatives to the following Boards and Committees on the City of Clifton Organizational listing for a term ending December 31, 2024:

Board/Committee	Liaison
Planning Board	Ray Grabowski
	William Gibson
ACTION Clifton	William Gibson
	Joe Kolodziej
	Rosemary Pino
	Alt. Ray Grabowski
Advisory Beautification Committee	Ray Grabowski
	Alt. Rosemary Pino
Affordable Housing Agency	Mary Sadrakula
Board of Health	Ray Grabowski
	Alt. Rosemary Pino
Board of Recreation	William Gibson
	Rosemary Pino
Bureau of Insurance/Health Benefits Committee	Ray Grabowski
	Joe Kolodziej
	Lauren Murphy
Christmas Spirit Committee	Joe Kolodziej
	Rosemary Pino
	Tony Latona
Civil Rights Committee	Rosemary Pino
	Tony Latona
Clean Communities Committee	Rosemary Pino
	Mary Sadrakula
	Alt. Joe Kolodziej
Clifton Arts Center & Sculpture Committee	Joe Kolodziej
	Ray Grabowski
	Rosemary Pino
Clifton CA-TV Committee	Joe Kolodziej
	Alt. Tony Latona
	Rosemary Pino
Clifton Veterans' Committee	Tony Latona
	Joe Kolodziej
	William Gibson
Code Enforcement Committee	Rosemary Pino

	William Gibson
	Alt. Mary Sadrakula
Committee on City Manager Matters	Lauren Murphy
	Ray Grabowski
	Joe Kolodziej
	Alt. Mary Sadrakula
Committee on Economic Development	Ray Grabowski
	Mary Sadrakula
	Lauren Murphy
	Alt. Rosemary Pino
Committee for Grants/Revenues/Facilitations with Legislators	Tony Latona
	William Gibson
	Rosemary Pino
	Alt. Lauren Murphy
Committee on Police Matters	Ray Grabowski
	Joe Kolodziej
	Mary Sadrakula
	Alt. Lauren Murphy
Disabilities Committee	Tony Latona
	Alt. Ray Grabowski
Downtown Clifton Economic Development Group	Joe Kolodziej
	Alt. Rosemary Pino
DPW Committee	Tony Latona
	Joe Kolodziej
	Mary Sadrakula
	Alt. Ray Grabowski
Finance/Bond Advisory Board	Lauren Murphy
	Joe Kolodziej
	Mary Sadrakula
	Alt. Ray Grabowski
Fire Review Committee	Ray Grabowski
	Lauren Murphy
	Tony Latona
	Alt. Mary Sadrakula
Friends of Morris Canal	William Gibson
	Alt. Lauren Murphy
Hazardous Materials Control Board	William Gibson
	Alt. Mary Sadrakula
Historic Botany Village SID Board of Directors	William Gibson
	Rosemary Pino
Historical Commission	William Gibson
	Alt. Lauren Murphy
Joint Board - Council Alliance Committee	Lauren Murphy
	Mary Sadrakula
	Rosemary Pino
	Alt. Tony Latona
Office of Emergency Management	William Gibson
Picnic Committee	Tony Latona
	William Gibson
	Rosemary Pino
Real Estate Committee	Tony Latona

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	Mary Sadrakula
	Alt. Rosemary Pino
Recycling Committee	William Gibson
	Tony Latona
	Alt. Ray Grabowski
Revolving Loan Fund Committee	Ray Grabowski
	Tony Latona
	Mary Sadrakula
Safety Town Committee	Rosemary Pino
	Joe Kolodziej
Senior Citizens Advisory Committee	Tony Latona
	Alt. Mary Sadrakula
Sewer Committee	Mary Sadrakula
	Tony Latona
	Alt. Lauren Murphy
Traffic Safety Council	William Gibson
	Alt. Rosemary Pino
Tree Committee	William Gibson
	Rosemary Pino
	Mary Sadrakula
	Alt. Ray Grabowski
Towing Sub Committee	Tony Latona
	William Gibson
	Mary Sadrakula
	Alt. Lauren Murphy
Youth Week Committee	Ray Grabowski
	Rosemary Pino
	Alt. Tony Latona
Zoning Ordinance Review Committee	Tony Latona
	William Gibson
	Rosemary Pino
	Alt. Mary Sadrakula

R029-24 Resolution of Congratulations Upon Retirement - Legal Stenographer/Secretary - Pamela B. Speer

**RESOLUTION OF CONGRATULATIONS UPON RETIREMENT –
LEGAL STENOGRAPHER/SECRETARY
PAMELA B. SPEER**

WHEREAS, December 1, 2023, Legal Stenographer/Secretary, Pamela B. Speer, officially retired from her position with the City of Clifton; and

WHEREAS, she was appointed as a Legal Stenographer/Secretary on September 3, 2019, and her retirement will conclude a four-year career in service to the public and the City of Clifton; and

WHEREAS, throughout her career, she has always displayed an attitude of professionalism and dedication to duty; and

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WHEREAS, she has been a credit to the City of Clifton during this time, and this Governing Body wishes to acknowledge her service to the City;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Members of the Municipal Council of the City of Clifton do hereby extend to

LEGAL STENOGRAPHER/SECRETARY

PAMELA B. SPEER

their sincere congratulations and thanks for a job well done, as well as their best wishes for continued good health, peace and happiness in her retirement; and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting, and a copy thereof presented to **PAMELA B. SPEER**.

R030-24 Executive Session

RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, the Municipal Council deems it essential in the furtherance of the public interest, to discuss, in closed session, as expressly permitted by N.J.S.A. 10:4-12, the following subject(s), to wit:

- CON-1 City Being Responsible for Up-Keep of Sidewalks - Legal Opinion
- CON-2 Legal Opinion Regarding Campaigning on City Property
- CON-3 Update of Liability Claims Filed Against City of Clifton - Litigation Privilege
- CON-4 Legal Opinion Regarding Complaint Regarding Member of Civil Rights Committee
- CON-5 Pershing Road/Urma Avenue
- CON-6 Board of Recreation Reappointments

NOW, THEREFORE, BE IT RESOLVED that the public shall be excused and excluded from that portion of the Council’s meeting to be held on January 2, 2024 at which time, said subject(s) shall be discussed; and

BE IT FURTHER RESOLVED, that the discussion held at such closed session can be disclosed to the public on or about the time the matter is concluded.

LICENSES

L-1 Mountainside Inn

RESOLUTION FOR PRELIMINARY APPROVAL

FOR MOUNTAINSIDE INN CORP
T/A MOUNTAINSIDE INN
ADDRESS 509 HAZEL ST CLIFTON, NJ 07011
TYPE OF FOOD ESTABLISHMENT INTENDED RESTAURANT-CONTINUED USE
FORMERLY OR NEW MOUNTAINSIDE INN
ZONE B-B
PERMITTED YES
VARIANCE REQUIRED NO
FINAL APPROVAL WILL BE ISSUED PENDING APPROVAL OF THIS RESOLUTION.

L-2 Aura Lounge

RESOLUTION FOR PRELIMINARY APPROVAL

FOR AURA LOUNGE, LLC

January 2, 2024

T/A AURA LOUNGE
ADDRESS 1500 MAIN AVE, CLIFTON, NJ 07011
TYPE OF FOOD ESTABLISHMENT INTENDED RESTAURANT-NEW
NEW
ZONE M3
PERMITTED YES
VARIANCE REQUIRED NO
FINAL APPROVAL WILL BE ISSUED PENDING APPROVAL OF THIS RESOLUTION.

A Motion was made by Councilwoman Sadrakula, seconded by Councilman Latona and passed on roll call vote to return to Executive Session.

(6-0-0-1) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye. Councilwoman Murphy was absent

Upon roll call, the following were noted present:

Councilman Gibson	(BG)
Councilman Kolodziej	(JK)
Councilman Latona	(AL)
Councilwoman Murphy	(LM) Absent
Councilwoman Pino	(RP)
Councilwoman Sadrakula	(MS)
Mayor Grabowski	(RG)

Also present were City Manager, Dominick Villano; City Attorney, Matthew Priore ; Assistant City Attorney, Andrew Oddo; City Clerk, Nancy Ferrigno and Deputy City Clerk, Michele Butler.

ADJOURNMENT

A Motion was made by Councilman Latona, seconded by Councilman Gibson to adjourn the meeting at 10:34 p.m.

(6-0-0-1) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye. Councilwoman Murphy was absent.

Respectfully Submitted,

Nancy Ferrigno, City Clerk

Raymond Grabowski, Mayor