

**MAYOR AND COUNCIL
WORK SESSION/REGULAR MEETING
BOROUGH HALL ANNEX
January 18, 2012
7:30pm**

1. **FLAG SALUTE**
2. **ROLL CALL** Mayor De Simone, Councilpersons, Knott, Choi, Hawkins, Salmon Whitter, Brian Giblin, Borough Attorney, Jack Terhune, Borough Administrator, Fran Lehmann, Borough Clerk, Lynn Hemmer, Deputy Borough Clerk
3. **OPEN MEETING STATEMENT**
Conditions of the Open Meeting Act have been met by Notice placed on the Bulletin Board at Borough Hall and notice sent to the Official Newspaper
4. **COMMENTS FROM THE PUBLIC**
Limited to two (2) minutes per speaker (20-minute duration)
5. **PRESENTATION**
American Traffic Solutions
6. **APPOINTMENTS**
7. **APPROVAL OF MINUTES**

| | |
|-----------------|-------------------|
| Council Meeting | December 19, 2011 |
| Closed Session | December 19, 2011 |
| Reorganization | January 4, 2012 |
8. **RESOLUTIONS**
 - 11-74 Authorizing the Treasurer to Pay Claims against the 2011 Budget Reserves and the 2012 Temporary Municipal Budget
 - 11-75 Authorizing Change Funds in the Amount of \$50.00 each for Leonia Recreation and Finance Department
 - 11-76 Authorizing the JIF to Insure the Sculpture Committee as Quasi Entity of the Borough
 - 11-77 Appointing a Sculpture Committee for the Year 2012
 - 11-78 Appointing Chris Terzini to the Planning Board
 - 11-79 Awarding the Bid for the Resurfacing and New Lights for the Wood Park Basketball Courts
 - 11-80 Authorizing Raffle Licenses 01-12 Leonia Lions Club off premise 50/50 and 02-12 St. John's Church off premise 50/50

- 11-81 Authorizing T-Mobile to upgrade the Cell Tower Box at 1 Borough Place
- 11-82 Appointing Ms. Joanne Green the Mayor's Advisory Committee on Transportation
- 11-83 Authorizing Salary Increases to Non-Union Employees
- 11-84 Authorizing the Acceptance of the Memorandum of Understanding with the White Collar Union

A motion was made by Councilperson _____ seconded by Councilperson _____ to approve Resolutions

ROLL CALL Councilperson, Knott, Choi, Hawkins, Salmon, Whitter

9. REPORTS

Standing Committees

- Finance Administration & Personnel
- Laws & Ordinances
- Police
- Fire
- Ambulance
- Public Works
- Borough Administrator
- Mayor
- Special Bodies

10- INTRODUCTION OF ORDINANCE

Introduction of Ordinance 01-12 entitled:

AN ORDINANCE AMENDING CHAPTER 267 OF THE CODE OF THE BOROUGH OF LEONIA TITLED "TOWING" BY AMENDING SECTIONS 267-3, 267-4, 267-5, 267-6 AND 267-10.

A motion was made by Councilperson ____ Seconded by Councilperson _____ to approve on first reading Ordinance 01-12

ROLL CALL Councilperson, Knott, Choi, Hawkins, Salmon, Whitter

Introduction of Ordinance 02-12 entitled:

AN ORDINANCE AMENDING SALARIES, WAGES AND/OR COMPENSATION AND TO ESTABLISH SALARY & WAGE RANGES OF CERTAIN OFFICERS, EMPLOYEES AND PUBLIC SERVANTS OF THE BOROUGH OF LEONIA, IN THE COUNTY OF BERGEN AND STATE OF NEW JERSEY FOR THE YEAR BEGINNING JANUARY 1, 2012

A motion was made by Councilperson ____ Seconded by Councilperson _____ to approve on first reading Ordinance 02-12

ROLL CALL Councilperson, Knott, Choi, Hawkins, Salmon, Whitter

11 **ADOPTION OF ORDINANCE**

12. **UNFINISHED BUSINESS**

13 **NEW BUSINESS**

14. **COMMENTS FROM THE PUBLIC**

Limited to five (5) per speaker at the discretion of the Chair (duration 30 minutes)

15 **CLOSED SESSION (A)**

16. **ADJOURNMENT** (10:00pm unless motion to extend)

FORMAL ACTION ON ANY BOROUGH BUSINESS MAY BE TAKEN

BOROUGH OF LEONIA RESOLUTION

| Council | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Choi | | | | | | |
| Hawkins | | | | | | |
| Knott | | | | | | |
| Salmon | | | | | | |
| Whitter | | | | | | |
| De Simone | | | | | | |

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|----------------|
| #12 - 74 |
| DATE 1/18/2012 |
| Carried |
| Defeated |
| Tabled |
| Approved |

RESOLVED: that the Mayor and Council hereby authorize the Treasurer to pay the following claims and charge the 2012 Temporary and/or Reserve Budget

| | | |
|-------------------------------|--------------|------------------------|
| Current Fund | 12-01 | 2,121,358.52 |
| Current Fund | 11-01 | 314,981.90 |
| Swim Pool Fund | 12-05 | 2,425.03 |
| Swim Pool Fund | 11-05 | 3,022.64 |
| Capital Fund | C-04 | 155,568.53 |
| Grant Fund | G-01 | 5,059.51 |
| Dedicated Trust | T-03 | 3,521.28 |
| Developers Escrow Trust | T-13 | 2,570.82 |
| Off Duty Police Trust | T-14 | 75,140.05 |
| Recreation Activities Trust | T-20 | 12,377.59 |
| Municipal Drug Alliance Trust | T-23 | 381.81 |
| Animal Trust | T-25 | 1.20 |
| | Total | \$ 2,696,408.88 |

Claims Resolution 1/18/11

THIS IS TO CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED
BY THE MAYOR AND COUNCIL ON _____

BOROUGH CLERK

BOROUGH OF LEONIA RESOLUTION

| Council | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Choi | | | | | | |
| Hawkins | | | | | | |
| Knott | | | | | | |
| Salmon | | | | | | |
| Whitter | | | | | | |
| De Simone | | | | | | |

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|-----------------|
| #12 -75 |
| DATE 01/18/2012 |
| Carried |
| Defeated |
| Tabled |
| Approved |

WHEREAS, it is the desire of the Borough of Leonia, County of Bergen, State of New Jersey, to establish a change fund for the Recreation Department and the Finance Office in the amount of \$50.00 each

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Leonia hereby authorizes such action to establish a Change Fund for the Recreation Department and the Finance Office in the amount of \$100.00

THIS IS TO CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED
BY THE MAYOR AND COUNCIL ON _____

BOROUGH CLERK

BOROUGH OF LEONIA RESOLUTION

| Council | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Choi | | | | | | |
| Hawkins | | | | | | |
| Knott | | | | | | |
| Salmon | | | | | | |
| Whitter | | | | | | |
| De Simone | | | | | | |

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|-----------------|
| #12 -76 |
| DATE 01/04/2012 |
| Carried |
| Defeated |
| Tabled |
| Approved |

RESOLUTION

WHEREAS, The Borough of Leonia is a participating member of the Bergen County Municipal Joint Insurance Fund, relative to general liability and other coverages; and

WHEREAS, the “Fund” has adopted certain criteria to distinguish between bona fide municipal activities and other quasi-public entities not sponsored by the municipality and, therefore, not subject to coverage by the “Fund”; and

WHEREAS, it has been determined that in order to be covered by the “Fund” the organization and or activity meet the test that it’s function is of the type that historically the Borough has provided with coverage and/or which services a bona fine public purpose typically met by local government, and the benefits or which are available to the municipality in general; and

WHEREAS, the Borough of Leonia has asked the “Fund” to extend coverage to the following entity:

Class III –
Leonía Sculpture Committee

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Leonia as follows:

Section 1: It is hereby certified that the above listed organization exists within the Borough of Leonia as a bona fide charitable, educational or recreational organization of the municipality and as such are sponsored, or subsidized directly or indirectly by the municipality.

Section 2: The Borough of Leonia does hereby request that the activities described herein be covered for general liability coverage in accordance with the applicable limits and restrictions.

THIS IS TO CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED
BY THE MAYOR AND COUNCIL ON _____

BOROUGH CLERK

1/13/2012

6

BOROUGH OF LEONIA RESOLUTION

| Council | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Choi | | | | | | |
| Hawkins | | | | | | |
| Knott | | | | | | |
| Salmon | | | | | | |
| Whitter | | | | | | |
| De Simone | | | | | | |

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| #12 -77 |
| DATE 01/18/2012 |
| Carried |
| Defeated |
| Tabled |
| Approved |

WHEREAS; Mayor John DeSimone is authorized to create advisory committees as necessary and;

WHEREAS; Mayor John DeSimone wishes to appoint members to serve on the Mayor's Advisory Committee on Sculpture and the Arts and;

NOW, THEREFORE BE IT RESOLVED, that the following persons are hereby appointed to the Mayor's Advisory Committee on Sculpture and the Arts for a term of one (1) year which will expire on December 31, 2012.

Barbara Mitrani
Mary Martire
Susanna Bergtold
Roxanne Ettinger
Marilyn Torre
Nora Veca
Sandy Pancrazi
Karen Elder
Betty Sokol

THIS IS TO CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED
BY THE MAYOR AND COUNCIL ON _____

BOROUGH CLERK

BOROUGH OF LEONIA RESOLUTION

| Council | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Choi | | | | | | |
| Hawkins | | | | | | |
| Knott | | | | | | |
| Salmon | | | | | | |
| Whitter | | | | | | |
| De Simone | | | | | | |

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|-----------------|
| #12 -78 |
| DATE 01/18/2012 |
| Carried |
| Defeated |
| Tabled |
| Approved |

WHEREAS; Mayor John DeSimone is authorized by The Borough Code to appoint members to serve on the Planning Board and;

WHEREAS; a vacancy presently exists on the Leonia Planning Board;

NOW, THEREFORE BE IT RESOLVED, that Chris Terzini is hereby appointed to the Planning Board as an "Alternate I" Member for a term of one (1) year which will expire on December 31, 2012.

**THIS IS TO CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED
BY THE MAYOR AND COUNCIL ON _____**

BOROUGH CLERK

BOROUGH OF LEONIA RESOLUTION

| Council | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Choi | | | | | | |
| Hawkins | | | | | | |
| Knott | | | | | | |
| Salmon | | | | | | |
| Whitter | | | | | | |
| De Simone | | | | | | |

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|-----------------|
| #12 -79 |
| DATE 01/18/2012 |
| Carried |
| Defeated |
| Tabled |
| Approved |

WHEREAS, the Borough of Leonia has applied for and received an Open Space Trust Grant for the Court Resurfacing and New Lights for the Wood Park Basketball Courts; and

WHEREAS, bids were advertised for and received on December 29, 2011; and

WHEREAS, five bids were received and the apparent low bidder is MJ D'Arminio, Inc., for a total amount including Alternate A-1 in the amount of \$46,675.00; and

WHEREAS, the CFO has certified that the funds are available for the aforementioned project.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Leonia that the project is hereby awarded to MJ D'Arminio, Inc.; and

BE IT FURTHER RESOLVED, the Mayor is hereby authorized to sign and the Borough Clerk to attest the contract on behalf of the Borough.

**THIS IS TO CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED
BY THE MAYOR AND COUNCIL ON _____**

BOROUGH CLERK



VIA E-MAIL AND REGULAR MAIL

January 4, 2012

Job No. 00022-102000

Borough of Leonia
312 Broad Avenue
Leonia, NJ 07605

Attn: Jack Terhune, Borough Administrator

**Re: Review of Bids and Recommendation of Award for the
Bergen County Open Space Program Improvements to Wood Park
Borough of Leonia, Bergen County, New Jersey**

Dear Mr. Terhune:

Please be advised that we have reviewed the bids received on Thursday, December 29, 2011, for the above-referenced project. A total of five (5) bids were received. The apparent low bidder is MJ D'Arminio, Inc. from Hackensack, NJ. We have enclosed a copy of the bid tabulations for your review. The summary of the bid totals from the five (5) bidders is as follows:

| Bidder | Base Bid (Court resurfacing & new lights) | Alternate A-1 (Basketball Backboards) | Total |
|--------------------------------------|---|---|-------------|
| MJ D'Arminio, Inc. | \$38,275.00 | \$8,400.00 | \$46,675.00 |
| SCS Contracting, Inc. | \$45,000.00 | \$8,000.00 | \$53,000.00 |
| Adamo Brothers Construction, Inc. | \$53,000.00 | \$8,000.00 | \$61,000.00 |

We have reviewed the bid package submitted by MJ D'Arminio, Inc., and find that the low bid prices appear reasonable and within the Engineer's Cost Estimate. Based on our review, the bid package appears to be complete and in accordance with the specifications. We find that the contractor is experienced and qualified for performing this type of work. We contacted MJ D'Arminio, Inc. and advised them that they are the apparent low bidder on the project.

The construction of the improvements will be funded in part by a 50/50 matching grant from the Bergen County Open Space Program, with the balance to be funded by the Borough. Based on available funding and subject to the review and approval of the Borough Attorney, our office recommends that the Borough of Leonia award a contract to MJ D'Arminio, Inc. in the amount of **\$46,675.00** for the Base Bid and Alternate A-1 bid.



BIRDSALL SERVICES GROUP
ENGINEERS & CONSULTANTS

Borough of Leonia
January 4, 2012
Page 2 of 2
Job. No. 00022-102000

The original bid packages have been delivered to Mr. Giblin for his review. In accordance with the Local Public Contracts Law, the Award of Contract must be made within sixty (60) days from the date of opening of the bids. Should you have any questions or require any additional information concerning the above matter, please call me at (732) 380-1700, Ext. 1247.

Very truly yours,

BIRDSALL SERVICES GROUP

Katherine L. Elliott, P.E., P.P., C.M.E.
Borough Engineer

KLE:cmc

Enclosures

cc: Brian Giblin, Esq., Borough Attorney (*w/encl.*)
Fran Lehmann, Borough Clerk (*w/encl.*)
Myrna Becker, Borough CFO (*w/encl.*)
Barbara Davidson, Recreation Director
Gary Wogisch, BSG/Cranford

BID DATE: DECEMBER 29, 2011

BID SUMMARY SHEET FOR:
BOROUGH OF LEONIA
BERGEN COUNTY OPEN SPACE PROGRAM
IMPROVEMENTS TO WOOD PARK BASKETBALL COURTS

JOB NUMBER: 00022-102000
ENGINEER: KATHERINE L. ELLIOTT, P.E.

| Item | Description | Units | Qty | Unit Price | Item Total | Bid Total | Err. | Item Total | Bid Total | Err. |
|--|---|-------|-----|-------------|--------------|--------------|------|--------------|--------------|------|
| <p>JOHN J. FACAS, INC. TIA QUALITY ELECTRIC 280 LAUREL AVE. WEST KEANSBURG, NJ 07734 732-877-2942 (P) 732-877-2950 (F)</p> | | | | | | | | | | |
| 1 | GENERAL WORK | LS | 1 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 | |
| 2 | BASKETBALL COURT RESURFACING AND STRIPING | LS | 1 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 | |
| 3 | SPORTS LIGHTING | LS | 1 | \$16,320.00 | \$16,320.00 | \$16,320.00 | | \$16,320.00 | \$16,320.00 | |
| | TOTAL BASE BID | | | | \$16,320.00 | \$16,320.00 | | \$16,320.00 | \$16,320.00 | |
| <p>MJ D'ARMAS, INC. 130 WEST FRANKLIN STREET HACKENSACK, NJ 07601 201-942-4705 (P) 201-942-3586 (F)</p> | | | | | | | | | | |
| A1-1 | BASKETBALL BACKCOURTS | UNITS | 4 | \$2,100.00 | \$8,400.00 | \$8,400.00 | | \$8,400.00 | \$8,400.00 | |
| | TOTAL ALTERNATE A1 PAY ITEMS | | | | \$8,400.00 | \$8,400.00 | | \$8,400.00 | \$8,400.00 | |
| | TOTAL BASIC AND ALTERNATE A1 PAY ITEMS | | | | \$24,720.00 | \$24,720.00 | | \$24,720.00 | \$24,720.00 | |
| <p>SGS CONTRACTING, INC. 87 SHADYSIDE RD. RAMSEY, NJ 07446 201-963-9117 (P) 201-962-3115 (F)</p> | | | | | | | | | | |
| | BID GUARANTEE | | | | \$9,000.00 | \$9,000.00 | | \$9,000.00 | \$9,000.00 | |
| | CERTIFICATE OF SURETY | | | | \$10,000.00 | \$10,000.00 | | \$10,000.00 | \$10,000.00 | |
| | STATEMENT OF OWNERSHIP | | | | \$27,000.00 | \$27,000.00 | | \$27,000.00 | \$27,000.00 | |
| | LIST OF SUBCONTRACTORS | | | | \$45,000.00 | \$45,000.00 | | \$45,000.00 | \$45,000.00 | |
| | ACKNOWLEDGEMENT OF RECEIPT OF CHANGES TO CONTRACT DOCUMENTS | | | | \$8,000.00 | \$8,000.00 | | \$8,000.00 | \$8,000.00 | |
| | COMPLETION OF SUBCONTRACTOR'S BUSINESS REGISTRATION | | | | \$2,000.00 | \$2,000.00 | | \$2,000.00 | \$2,000.00 | |
| | NON-COLLUSION AFFIDAVIT | | | | \$8,000.00 | \$8,000.00 | | \$8,000.00 | \$8,000.00 | |
| | CONTRACTOR'S EXPERIENCE STATEMENT | | | | \$10,000.00 | \$10,000.00 | | \$10,000.00 | \$10,000.00 | |
| | BIDS STATED IN FIGURES AND IN WRITING | | | | \$27,000.00 | \$27,000.00 | | \$27,000.00 | \$27,000.00 | |
| | UNIT PRICES SUBMITTED AND EXTENSIONS PROPERLY COMPUTED | | | | \$45,000.00 | \$45,000.00 | | \$45,000.00 | \$45,000.00 | |
| | ALL FORMS SIGNED, INITIALED, CERTIFIED, AND NOTARIZED | | | | \$8,000.00 | \$8,000.00 | | \$8,000.00 | \$8,000.00 | |
| | GENERAL CONTRACTOR'S NJ/DOL CONTRACTOR REGISTRATION CERTIFICATE | | | | \$8,000.00 | \$8,000.00 | | \$8,000.00 | \$8,000.00 | |
| | TOTAL | | | | \$247,200.00 | \$247,200.00 | | \$247,200.00 | \$247,200.00 | |

BID DATE: DECEMBER 29, 2011

BID SUMMARY SHEET FOR:
 BOROUGH OF LEONIA
 BERGEN COUNTY OPEN SPACE PROGRAM
 IMPROVEMENTS TO WOOD PARK BASKETBALL COURTS

JOB NUMBER: 00022-102000
 ENGINEER: KATHERINE L. ELLIOTT, P.E.

| Item | Description | Units | Qty | Unit Price | Item Total | Bid Total | Err. | Unit Price | Item Total | Bid Total | Err. |
|-------------------------------|---|-------|-----|-------------|--------------------|--------------------|------|--------------------|--------------------|--------------------|------|
| BASE BID | | | | | | | | | | | |
| 1 | GENERAL WORK | LS | 1 | \$8,000.00 | \$8,000.00 | \$8,000.00 | | \$12,500.00 | \$12,500.00 | \$12,500.00 | |
| 2 | BASKETBALL COURT RESURFACING AND STRIPING | LS | 1 | \$14,000.00 | \$14,000.00 | \$14,000.00 | | \$20,000.00 | \$20,000.00 | \$20,000.00 | |
| 3 | SPORTS LIGHTING | LS | 1 | \$31,000.00 | \$31,000.00 | \$31,000.00 | | \$24,000.00 | \$24,000.00 | \$24,000.00 | |
| | TOTAL BASE BID | | | | \$53,000.00 | \$53,000.00 | | \$56,500.00 | \$56,500.00 | \$56,500.00 | |
| ALTERNATE #1 PAY ITEMS | | | | | | | | | | | |
| A1-1 | BASKETBALL BACKBOARDS | UNITS | 4 | \$2,000.00 | \$8,000.00 | \$8,000.00 | | \$2,400.00 | \$9,600.00 | \$9,600.00 | |
| | TOTAL ALTERNATE #1 PAY ITEMS | | | | \$8,000.00 | \$8,000.00 | | \$9,600.00 | \$9,600.00 | \$9,600.00 | |
| | TOTAL ALTERNATE #1 PAY ITEMS | | | | \$61,000.00 | \$61,000.00 | | \$66,100.00 | \$66,100.00 | \$66,100.00 | |
| BID GUARANTEE | | | | | | | | | | | |
| | CERTIFICATE OF SURETY | | | | | | | | | | X |
| | STATEMENT OF OWNERSHIP | | | | | | | | | | X |
| | LIST OF SUBCONTRACTORS | | | | | | | | | | X |
| | ACKNOWLEDGEMENT OF RECEIPT OF CHANGES TO CONTRACT DOCUMENTS | | | | | | | | | | X |
| | CONTRACTOR/SUBCONTRACTOR'S BUSINESS REGISTRATION | | | | | | | | | | X |
| | NON-COLLUSION AFFIDAVIT | | | | | | | | | | X |
| | CONTRACTOR'S EXPERIENCE STATEMENT | | | | | | | | | | X |
| | BIDS STATED IN FIGURES AND IN WRITING | | | | | | | | | | X |
| | UNIT PRICES SUBMITTED AND EXTENSIONS PROPERLY COMPUTED | | | | | | | | | | X |
| | ALL FORMS SIGNED, INITIALED, CERTIFIED, AND NOTARIZED | | | | | | | | | | X |
| | CONTRACTOR'S LIQUID CONTRACTOR REGISTRATION CERTIFICATE | | | | | | | | | | X |

BOROUGH OF LEONIA RESOLUTION

| Council | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Choi | | | | | | |
| Hawkins | | | | | | |
| Knott | | | | | | |
| Salmon | | | | | | |
| Whitter | | | | | | |
| De Simone | | | | | | |

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|------------------------|
| #12 <u>80</u> |
| DATE <u>01/18/2012</u> |
| Carried |
| Defeated |
| Tabled |
| Approved |

NOW THEREFORE, BE IT RESOLVED, that Raffle License applications for the Leonia Lions Club 1-12 and St. John's Church 2-12 both for an Off-Premise 50/50 are hereby approved.

THIS IS TO CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED
BY THE MAYOR AND COUNCIL ON _____

BOROUGH CLERK

BOROUGH OF LEONIA RESOLUTION

| Council | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Choi | | | | | | |
| Hawkins | | | | | | |
| Knott | | | | | | |
| Salmon | | | | | | |
| Whitter | | | | | | |
| De Simone | | | | | | |

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|-----------------|
| #12 -81 |
| DATE 01/18/2012 |
| Carried |
| Defeated |
| Tabled |
| Approved |

WHEREAS, T-Mobile leases space on the Leonia Fire Department for a Cellular Tower: and

WHEREAS, T-Mobile has submitted plans to upgrade the facilities; and

WHEREAS, the Borough Engineer has reviewed the plans submitted by T-Mobile and approved the plans as submitted per the attached

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Leonia that permission is hereby granted for the upgrade to the facilities and the Borough Administrator is hereby authorized to sign the Consent Agreement.

**THIS IS TO CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED
BY THE MAYOR AND COUNCIL ON _____**

BOROUGH CLERK

BOROUGH OF LEONIA RESOLUTION

| Council | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Choi | | | | | | |
| Hawkins | | | | | | |
| Knott | | | | | | |
| Salmon | | | | | | |
| Whitter | | | | | | |
| De Simone | | | | | | |

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|-----------------|
| #12 -82 |
| DATE 01/18/2012 |
| Carried |
| Defeated |
| Tabled |
| Approved |

WHEREAS; Mayor John DeSimone is authorized to create advisory committees as necessary and;

WHEREAS; Mayor John DeSimone wishes to appoint members to serve on the Mayor's Advisory Committee on Transportation and;

NOW, THEREFORE BE IT RESOLVED, that the Ms. Joanne Green is hereby appointed to the Mayor's Advisory Committee on Transportation for a term of one (1) year which will expire on December 31, 2012.

THIS IS TO CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED
BY THE MAYOR AND COUNCIL ON _____

BOROUGH CLERK

BOROUGH OF LEONIA RESOLUTION

| Council | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Choi | | | | | | |
| Hawkins | | | | | | |
| Knott | | | | | | |
| Salmon | | | | | | |
| Whitter | | | | | | |
| | | | | | | |
| De Simone | | | | | | |

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|-----------------|
| #12 -83 |
| DATE 01/18/2012 |
| Carried |
| Defeated |
| Tabled |
| Approved |

WHEREAS; the matter of salary adjustments for non-union employees in 2012 has been reviewed by the Personnel and Finance Committee in conjunction with the Borough Administrator, and

WHEREAS; the Personnel and Finance Committee has recommended a 2% salary increase for non-union employees not covered under a Collective Bargaining Agreement, and

WHEREAS; the CFO has certified that funds are available to grant these increases, and

NOW THEREFORE; be it resolved that non-union employees, except those employed by the Leonia Public Library, are hereby granted a 2% salary increase effective January 1, 2012.

**THIS IS TO CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED
BY THE MAYOR AND COUNCIL ON _____**

BOROUGH CLERK

BOROUGH OF LEONIA RESOLUTION

| Council | Motion | Second | Yes | No | Abstain | Absent |
|-----------|--------|--------|-----|----|---------|--------|
| Choi | | | | | | |
| Hawkins | | | | | | |
| Knott | | | | | | |
| Salmon | | | | | | |
| Whitter | | | | | | |
| De Simone | | | | | | |

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|-----------------|
| #12 -84 |
| DATE 01/18/2012 |
| Carried |
| Defeated |
| Tabled |
| Approved |

WHEREAS; the White-Collar Unit of Local #108 has a Collective Bargaining Agreement with the Borough of Leonia that expired on December 31, 2011, and

WHEREAS; the Business Agent has presented a proposal for a one-year extension of said Collective Bargaining Agreement from January 1, 2012 through December 31, 2012, and

WHEREAS; the Borough Administrator has negotiated the attached Memorandum of Understanding with the Business Agent for Local #108-White Collar Unit; and

WHEREAS; the one-year extension has been reviewed and approved by the Personnel and Finance Committee and also reviewed by the Borough Attorney; and

WHEREAS; the CFO has certified that funds are available to approve the one-year extension;

NOW THEREFORE, be it resolved that the one-year extension pursuant to the attached Memorandum of Understanding is hereby adopted subject to ratification by the membership of Local #108-White Collar Unit.

**THIS IS TO CERTIFY THAT THE ABOVE RESOLUTION WAS ADOPTED
BY THE MAYOR AND COUNCIL ON _____**

BOROUGH CLERK

Memorandum of Understanding

By and between the Borough of Leonia ("the Borough") and the Local 108, RWDSU, UFCW ("the Union").

Whereas, the Borough and the Union have negotiated in good faith for a One-year extension to the existing White Collar Collective Bargaining Agreement, the said extension is based in principle on the following highlighted conditions:

1. The parties agree to a one (1) year extension to commence January 1, 2012 through December 31, 2012.
2. The annual salary increase will be 2% for 2012 for all employee titles included in the CBA.
3. Only employees with twenty-five years of full time service with the Borough will receive medical health benefits, not including dental, upon retirement and only until the employee/retiree reaches the age of 65. At that age, they shall be eligible for Medicare and the Borough's medical health benefits coverage shall cease. Regarding those that retire after twenty-five years of service, there shall be no medical health care coverage for spouses or any other dependants.
4. Pursuant to Chapter 78, Public Law 2011, all employees receiving health and/or dental benefits from the Borough will pay a percentage of the premium

costs effective January 1, 2012 consistent with the schedule of deductions provided in Chapter 78.

5. The time between steps in the grievance procedure will be 15 days.
6. Only permanent full time employees working 35 hours or more per week are eligible for vacation leave.
7. Only permanent full time employees working 35 hours or more per week are eligible for sick leave.
8. The exception to Paragraphs (6) & (7) above shall be Crossing Guards. The Crossing Guards shall continue to receive paid holidays, sick days and vacation days pursuant to the schedule contained in "Appendix B", page 19, or the 2007 thru 2011 Collective Bargaining Agreement.
9. The balance of the CBA will remain the same.
10. This Memorandum is subject to ratification by both parties.
11. Each signatory certifies he/she is authorized to execute this Memorandum and will actively promote its ratification.

The UNION

THE BOROUGH

BOROUGH OF LEONIA
ORDINANCE 01-12

AN ORDINANCE AMENDING Chapter 267 of the Code of the Borough of Leonia titled "Towing" by amending Sections 267-3, 267-4, 267-5, 267-6 and 267-10.

BE IT ORDAINED by the Mayor and Council of the Borough of Leonia as follows:

Section 1. Chapter 267 of the Code of the Borough of Leonia titled "Towing" is hereby amended as follows:

Section 2. Section 267-3 titled "List of approved towing and storage service providers" is amended by the addition of Section 267-3C to read as follows:

§267-3 - List of approved towing and storage service providers.

C. A maximum of six (6) entities shall be selected as licensed towing operators for the Borough of Leonia in any year. In the event that more than six (6) qualified entities apply to be towing operators, the Mayor and Council shall select a maximum of six (6) companies by random selection from the eligible applicants.

Section 3. Section 267-4 titled "Storage facility terms and conditions" is hereby amended by amending Section 267-4A to read as follows:

§267-4 - Storage facility terms and conditions.

A. Storage facilities shall be of sufficient size to properly accommodate a minimum of 15 vehicles for the Borough of Leonia. Storage facilities shall be fenced in and secured, and be located within a three-mile radius of the Borough of Leonia, in an area that permits the towing and storage of vehicles.

Section 4. Section 267-5 titled "License fees" is hereby amended by amending Section 267-5A to read as follows:

§267-5 - License fees.

A. Each towing operator shall be licensed. The fee for each towing operator who is listed on the call list under § 267-3 shall be \$1,000 per year. Each license shall be issued in duplicate. One copy of the license shall be kept at all times at the location at which the tower is domiciled. Each license shall be valid from the date of its issue through January 31 of year of its issuance. Licenses shall not be transferable.

Section 5. Section 267-6 titled "Towing, winching and storage fees" is hereby amended by amending Sections 267-7A and 267-7C to read as follows:

§267-6 - Towing, winching and storage fees.

Towing fees include tow truck, flatbed or dolly services. No mileage fees will be charged.

A. Towing fees.

| Types of Vehicles | Fee |
|--|-------------------------------------|
| Automobile | \$100, plus \$35 administrative fee |
| Motorcycles or motor scooters | \$100, plus \$35 administrative fee |
| Trucks, one-ton capacity or less | \$100, plus \$35 administrative fee |
| Trucks over one-ton capacity but under five-ton capacity | \$200, plus \$35 administrative fee |
| Trucks, buses, tractor trailers and other heavy equipment over five-ton capacity | \$300, plus \$35 administrative fee |

C. Storage charge (after first four hours).

1. Trucks one-and one-half-ton capacity or under: \$25 per day or part thereof.
2. Trucks over one-and-one-half-ton capacity but under five-ton capacity: \$45 per day or part thereof.
3. Trucks, buses, tractor trailers and other heavy equipment, five-ton capacity and over: \$60 per day or part thereof.
4. Motorcycles or motor scooters (inside): \$10.
5. All noncommercial passenger vehicles including sport utility vehicles (SUV's): no charge for first 24 hours; thereafter \$25 per day.

Section 6. Section 267-10 titled "Performance standards" is hereby amended by amending Section 267-10B to read as follows:

§267-10 - Performance standards.

B. Dispatch a tow truck or trucks, as circumstances warrant, when requested by the police to respond, in such a manner that the tow truck arrives at the scene within

15 minutes under normal and reasonable circumstances. A failure to respond within 15 minutes on more than 3 occasions within a year may result in the tower being removed from the approved list.

Section 7. If any part of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the Ordinance.

Section 8. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed or amended to the extent of such inconsistency.

Section 9. This Ordinance shall take effect upon final passage and publication according to law.

Attest:

Approved:

Fran Lehmann,
Borough Clerk

John De Simone, Mayor

Introduced: , 2012
Adopted: , 2012

Borough of Leonia
ORDINANCE NO. 02-12

AN ORDINANCE AMENDING SALARIES, WAGES AND/OR COMPENSATION AND TO ESTABLISH SALARY & WAGE RANGES OF CERTAIN OFFICERS, EMPLOYEES AND PUBLIC SERVANTS OF THE BOROUGH OF LEONIA, IN THE COUNTY OF BERGEN AND STATE OF NEW JERSEY FOR THE YEAR BEGINNING JANUARY 1, 2012.

SECTION 1. BOROUGH HALL

SALARY RANGE

| A. <u>Non-Union Personnel</u> | <u>Minimum</u> | <u>Maximum</u> |
|--|--------------------|--------------------|
| Borough Administrator | \$75,348 | \$130,000 |
| Borough Clerk | \$42,000 | \$ 72,000 |
| Administrator Assistant | \$30,000 | \$ 60,500 |
| Assistant Administrator | \$ 1 | \$ 2 |
| Borough Attorney | \$50,000 | \$ 95,500 |
| Tax Collector | \$ 1 | \$ 83,000 |
| CFO/Treasurer | \$62,000 | \$112,500 |
| Supervisor of Accounts/Assistant Treasurer | \$35,000 | \$ 80,000 |
| Construction Code Official (p/t) | \$ 8,400 | \$ 12,000 |
| Building Sub-Code Official (p/t) | \$ 2,100 | \$ 3,000 |
| Building Inspector (p/t) | \$ 7,686 | \$ 30,000 |
| Plumbing Inspector/Sub-Code Official (p/t) | \$ 5,000 | \$ 12,000 |
| Fire Sub-Code Official (p/t) | \$ 7,448 | \$ 12,000 |
| Zoning Officer (p/t) | \$ 5,000 | \$ 10,764 |
| Electrical Sub-Code Official (p/t) | \$ 6,000 | \$ 12,000 |
| Property Maintenance Officer | \$ 8,000 | \$ 50,000 |
| Recycling Coordinator (p/t) | \$9.27/hr | \$ 25.00/hr |
| <u>Non-Union Personnel (cont'd)</u> | <u>Minimum</u> | <u>Maximum</u> |
| Recording Secretary (Planning Board, Zoning Board of Adjustment, Health Secretary, Mayor and Council): | \$150/meeting | \$200/meeting |
| Temporary Clerical Services | \$8.28/hr | \$25.00/hr |
| Fire Marshal (p/t) | \$ 5,033 | \$ 15,000 |
| Fire Prevention Inspector (p/t) | \$ 2,636 | \$ 12,000 |
| Tax Assessor | \$ 9,900 | \$ 30,000 |
| Tax Assessor's Clerk (p/t) | \$ 10.07/hr | \$ 20.00/hr |

| | | |
|---|-------------------|--------------------|
| Municipal Judge | \$13,844 | \$ 35,000 |
| Prosecutor | \$ 6,753 | \$ 17,000 |
| Court Administrator | \$32,000 | \$ 60,000 |
| Public Defender | \$ 4,000 | \$ 12,000 |
| Public Health Nurse (11 months per year) | \$29,553 | \$ 75,000 |
| Part-Time Permanent Clerical | \$ 9.00/hr | \$ 18.00/hr |
| Stand-by time: Fire Department | \$13.50/hr | \$30.00/hr |

This subsection is reserved for white collar unionized personnel within this category with whom there is a separate contract for the years 2007, 2008, 2009, 2010 and 2011, 2012.

The Municipal Judge and Prosecutor shall be paid the amounts of \$521.09 and \$271.82, respectively, for each session of DWI Court.

SECTION 2. STIPENDS

SALARY RANGE

| | | |
|--|-----------------|------------------|
| Borough Tax Search Officer | \$ 1 | per annum |
| Municipal Lien Search Officer | \$ 1 | per annum |
| OEM Coordinator | \$ 500 | per annum |
| OEM Deputy Coordinators | \$ 500 | per annum |
| C2 Waste Water Collection System Operator (p/t) | \$ 2,600 | per annum |

SECTION 3. POLICE DEPARTMENT

SALARY RANGE

| | | |
|-------------------------------|--------------------|--------------------|
| A. <u>Non-Union Personnel</u> | <u>Minimum</u> | <u>Maximum</u> |
| Police Chief | \$105,000 | \$180,000 |
| Police Captain | \$99,000 | \$165,000 |
| Park Ranger | \$ 10.00/hr | \$ 30.00 hr |
| Administrative Manager | \$35,000 | \$ 65,000 |

B. This subsection reserved for PBA union personnel, with whom there is a separate contract for the years 2012, 2013, 2014 and 2015.

SECTION 4. PUBLIC WORKS DEPARTMENT

- A. Management employees of the Public Works Department shall be compensated for their services which are reflected in the following salary ranges:

| POSITION | SALARY RANGE | |
|--------------------------|----------------|----------------|
| | <u>Minimum</u> | <u>Maximum</u> |
| DPW Superintendent | \$61,570 | \$125,000 |
| Assistant Superintendent | \$48,214 | \$ 95,000 |
| General Foreman | \$46,215 | \$ 85,000 |
| Chief Mechanic | \$46,758 | \$ 80,000 |
| Tree Foreman | \$45,714 | \$ 85,000 |

- B. This subsection reserved for union personnel, with whom there is a separate contract for the years 2008, 2009, 2010, 2011 and 2012.

- C. Supervisors, with the exception of the Superintendent, shall receive the same compensation as DPW union employees for overtime.

| SECTION 5. RECREATION DEPARTMENT | SALARY RANGE | |
|--|----------------|----------------|
| | <u>Minimum</u> | <u>Maximum</u> |
| Recreation Superintendent/Pool Manager | \$59,202 | \$105,000 |
| Office Manager | \$30,000 | \$ 60,500 |
| Recording Secretary | \$100/per mtg. | \$200/per mtg. |
| Program Supervisor | \$30,000 | \$ 55,500 |
| Senior Coordinator | \$15,000 | \$ 40,000 |

TEMPORARY PERSONNEL (SEASONAL)
PARKS AND PLAYGROUNDS

| | <u>Minimum</u> | <u>Maximum</u> |
|--|----------------|----------------|
| Summer Playground Supervision (various individuals as determined by Recreation Commission with seasonal salary ranges) | \$ 5.33/hr | \$30.00/hr |
| Assistant Director | \$10.00/hr | \$20.00/hr |
| Director | \$15.00/hr | \$25.00/hr |

IV. MUNICIPAL POOL

| | | |
|---------------------------------------|------------|------------|
| Assistant Pool Manager | \$12.00/hr | \$30.00/hr |
| Concession Manager (seasonal stipend) | \$7,000 | \$12,000 |
| Life Guard | \$ 7.15/hr | \$18.00/hr |
| Supplemental Life Guards | \$ 7.15/hr | \$18.00/hr |

| | | |
|------------------------|------------|------------|
| Crossing Guards | \$ 7.15/hr | \$22.00/hr |
| Admissions Clerk | \$ 7.15/hr | \$18.00/hr |
| Concession Personnel | \$ 7.15/hr | \$20.00/hr |
| Site Manager | \$ 7.15/hr | \$20.00/hr |
| Art & crafts Personnel | \$10.00/hr | \$15.00/hr |

SECTION 6. PUBLIC LIBRARY

| | | |
|--|----------------|----------------|
| A. <u>Non-Union Employee</u> | <u>Minimum</u> | <u>Maximum</u> |
| Library Director | \$55,000 | \$ 95,000 |
| Assistant Director | \$40,000 | \$ 83,000 |
| Children's Librarian | \$36,106 | \$ 56,200 |
| Administrative Assistant | \$25,000 | \$ 55,000 |
| Library Clerk | \$ 9.47/hr | \$16.00/hr |
| Page | \$ 6.50/hr | \$15.00/hr |
| Substitute Professional Assistant | \$10.20/hr | \$32.00/hr |
| Substitute Custodian | \$10.00/hr | \$23.00/hr |

SUNDAY EMPLOYMENT

| | | |
|-------------------------------|------------|------------|
| Professional Librarian | \$27.24/hr | \$45.00/hr |
| Clerk | \$16.36/hr | \$25.00/hr |
| Page | \$ 7.91/hr | \$15.00/hr |

Explanatory Statement:

This subsection is reserved for Library union personnel, with whom there is a separate contract, for 2008, 2009, 2010, and 2011

SECTION 7. PART-TIME AND TEMPORARY EMPLOYEES

- A. **Part-time employees not otherwise covered by the provisions of this ordinance, hired, during normal working hours on an hourly basis shall be compensated at a rate not less than \$7.15 per hour nor more than \$30.00 per hour; actual rate to be determined by Borough Administrator. Part-time employees paid on an hourly basis shall be paid at an hourly rate equal to one and one-half (1 ½) times the regular hourly rate for work in excess of eight (8) hours in any twenty-four (24) hour period, and/or in excess of forty (40) hours in any work week, at the option of the department head. Part-time employees are not entitled to vacation, holiday pay, sick time or health care coverage.**

SECTION 8. LONGEVITY AND OTHER EMPLOYEE BENEFITS

- A. **All other employee benefits for non-union employees are specified in the Borough Personnel Policies. Union employees shall receive such benefits as specified by contract.**
- B. **Following one year of employment, any employee with the exception of employees covered under the PBA Union, DPW Union, Library Union and White Collar Union who requires less than ten days of sick leave during a calendar year, shall be paid by January 15 (or as soon thereafter as practical) of the following year for one-half of the difference between twelve days and the actual number of sick leave days taken at the regular daily rate. The unpaid portion of this difference shall accumulate to his or her credit from year to year and such employee shall be entitled to such accumulated sick leave if and when needed. In no event shall the total accumulated sick leave exceed one hundred eighty days. Union employees shall receive sick leave days pursuant to contract.**

SECTION 9. OTHER PROVISIONS

- A. **All salaries, wages and other compensation as provided by this ordinance shall be effective January 1, 2012 unless otherwise indicated and shall remain in effect until this ordinance is repealed, amended or supplemented.**
- B. **Notwithstanding the listing of maximums for various positions, no salary increase shall be given until after one full year of employment has been completed at which time increase will be made on the anniversary date of employment and annually at the beginning of the year thereafter.**

SECTION 10. INCONSISTENCIES AND CONFLICT

All ordinances or parts of ordinances inconsistent with or in conflict with this ordinance are hereby repealed as to said inconsistencies and conflict.

SECTION 11. UNCONSTITUTIONAL AND INVALID

If any section, part of any section, or clause or phrase of this ordinance is for any reason held to be unconstitutional or invalid, such Governing Board of the Borough of Leonia declares that it would have passed the ordinance and each section and sub-section thereof, irrespective of the fact that any one or more of the sections, sub-sections, sentences, clauses or phrases may be declared unconstitutional or invalid.

SECTION 12. EFFECTIVE DATE

1/13/2012

This ordinance shall take effect immediately upon passage and publication according to law.

Explanatory Statement:

The figures above for salaries and wages for non-union personnel represent ranges, but do not stipulate that employees are making these salaries.

Approved this _____ day of _____, 2012

BY: _____
John DeSimone, Mayor

ATTEST:

Fran Lehmann, Borough Clerk

ENGLEWOOD HOSPITAL & MEDICAL CENTER

EMERGENCY MEDICAL SERVICES

LEONIA DIVISION

December 2011

| Call Volume | Number |
|-----------------------------------|-----------|
| *Total Ambulance Calls: | 71 |
| Cancelled Calls: | 17 |
| Fire/Police Stand By: | 0 |
| Refused Medical Attention: | 13 |
| Treated and Transported: | 41 |

*Includes Mutual-aid calls

| | |
|-------------------------------------|-----------|
| Leonia Residents: | 21 |
| Englewood Hospital & Medical Center | 14 |
| Holy Name Medical Center | 3 |
| Hackensack University Med. Center | 3 |
| Bergen Regional Medical Center | 1 |
| NYU New York | 0 |
| Edgewater Students: | 0 |
| Non-residents: | 20 |
| Englewood Hospital & Medical Center | 11 |
| Holy Name Medical Center | 5 |
| Hackensack University Med. Center | 4 |
| Bergen Regional medical Center | 0 |
| Palisades Medical Center | 0 |

| Additional Information | |
|------------------------|--------------|
| 06:00 - 18:00 | 42 EMS calls |
| 18:00 - 06:00 | 29 EMS calls |
| Average Response Time | 4:51 |

ENGLEWOOD HOSPITAL & MEDICAL CENTER

EMERGENCY MEDICAL SERVICES

LEONIA DIVISION

Year End 2011

| Call Volume | Number |
|-----------------------------------|---------------|
| *Total Ambulance Calls: | 874 |
| Cancelled Calls: | 112 |
| Fire/Police Stand By: | 7 |
| Refused Medical Attention: | 206 |
| Treated and Transported: | 547 |

*Includes Mutual-aid calls

| | |
|-------------------------------------|------------|
| Leonia Residents: | 297 |
| Englewood Hospital & Medical Center | 183 |
| Holy Name Medical Center | 72 |
| Hackensack University Med. Center | 25 |
| Bergen Regional Medical Center | 11 |
| NYU New York | 1 |
| Edgewater Students: | 4 |
| Non-residents: | 239 |
| Englewood Hospital & Medical Center | 142 |
| Holy Name Medical Center | 55 |
| Hackensack University Med. Center | 30 |
| Bergen Regional medical Center | 8 |
| Palisades Medical Center | 3 |

| Additional Information | |
|-------------------------------|---------------|
| 06:00 - 18:00 | 606 EMS calls |
| 18:00 - 06:00 | 323 EMS calls |
| Average Response Time | 4:40 |