

Approved October 13, 2009
Municipal Building
Park Ridge, NJ
June 23, 2009 -8:15pm

A Regular Meeting of the Mayor and Council of the Borough of Park Ridge was called to order at the above time, date and place. Mayor Ruschman led those attending in the Pledge of Allegiance.

ROLL CALL:

Present: Councilmembers Ciannella, Levinson, Viola,
Council President Wells, Mayor Ruschman and
Councilmember Maughan via phone, (listening but
not participating)
Absent: Councilmember Kane
Also Present: Gene Vinci, Borough Administrator
Robert Mancinelli, Esq., Borough Attorney
Kelley O'Donnell, Borough Clerk

Mayor Ruschman read the Compliance Statement as required by Open Public Meetings Act, P.L. 1975, Chapter 231.

AGENDA CHANGES:

Borough Clerk advised that at the present time resolution #8 would be tabled until a full council is present.

PUBLIC PRIVILEGE TO THE FLOOR:

Mayor Ruschman asks if anyone present wishes to be heard on any matter. There was no one.

ORDINANCES – INTRODUCTION

2009-16 MULTI-PURPOSE BOND ORDINANCE

Mayor Ruschman asks for a motion to introduce on first reading by title Ordinance No. 2009-16, a Multi-Purpose Bond Ordinance.

A motion was made by Councilmember Viola to introduce on first reading by title, Ordinance 2009-16; A Multi-Purpose Bond Ordinance. Seconded by Councilmember Levinson to confirm.

AYES: Councilmembers Ciannella, Levinson, Viola, Council President Wells

Mayor Ruschman asks the Borough Clerk to read the ordinance by title.

BOROUGH OF PARK RIDGE

ORDINANCE NO. 2009-16

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY, NEW COMMUNICATION AND SIGNAL SYSTEMS EQUIPMENT AND A NEW AUTOMOTIVE VEHICLE, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT IN, BY AND FOR THE BOROUGH OF PARK RIDGE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APROPRIATE THE SUM OF \$454,250 TO PAY THE COST THEREOF, TO MAKE A DOWNPAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISUANCE OF SUCH BONDS.

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

Section 1. The Borough of Park Ridge, in the County of Bergen, State of New Jersey (the “Borough”) is hereby authorized to make various public improvements and to acquire new additional or replacement equipment and machinery, new communication and signal systems equipment and a new automotive vehicle, including original apparatus and equipment, in, by and for said Borough, as more particularly described in Section 4 hereof. Said improvements shall include all work, materials and appurtenances necessary and suitable therefore.

Section 2. There is hereby appropriated to the payment of the cost of making the improvements described in Sections 1 and 4 hereof (hereinafter referred to as “purposes”), the respective amounts of money hereinafter stated as the appropriation for said respective purposes. Said appropriation shall be met from the proceeds of the sale of the bonds authorized and the down payment appropriated by this ordinance. Said improvements shall be made as general improvements and no part of the cost thereof shall be assessed against property specially benefited.

Section 3. It is hereby determined and stated that the making of such improvements is not a current expense of said Borough.

Section 4. The several purposes hereby authorized for the financing of which said obligations are to be issued are set forth in the following “Schedule of Improvements, Purposes and Amounts” which schedule also shows (1) the amount of the appropriation and the estimated cost of each such purpose, and (2) the amount of each sum which is to be provided by the down payment hereinafter appropriated to finance such purposes, and (3) the estimated maximum amount of bonds and notes to be issued for each such purpose, and (4) the period of usefulness of each such purpose, according to its reasonable life, computed from the date of said bonds:

SCHEDULE OF IMPROVEMENTS, PURPOSES AND AMOUNTS

A. Undertaking of various improvements to public buildings and property, including, but not limited to, (i) roof replacement at Borough Hall, (ii) improvements to the HVAC system and chemical fire suppression system at the Fire House, (iii) improvement of the building exterior at the Fire House, (iv) reconfiguration of offices at Borough Hall, including acquisition of file cabinets and office furniture, (v) elevator shaft modification at the Fire House, (vi) lighting and ceiling upgrade at Borough Hall, (vii) bridge repairs at Sulak Walk and (viii) renovation of the Colony Little League Field. It is hereby determined and stated that said public buildings being improved are of “Class B” or equivalent construction as defined in Section 22 of the Local Bond Law (Chapter 2 of Title 40A of the New Jersey Statutes Annotated, as amended; the “Local Bond Law”).

Appropriation and Estimated Cost	\$237,150
Down Payment Appropriated	\$ 11,300
Bonds and Notes Authorized	\$225,850
Period of Usefulness	15 years

B. Acquisition of new communication and signal systems equipment and new additional or replacement equipment and machinery for the use of various Borough departments, offices and agencies

Office of Emergency Management

radio equipment

trailer

Police Department

closed circuit camera equipment

defibrillators

Various Departments

telephone equipment for Borough's emergency communications system (which backs up the Northwest Bergen Dispatch Center)

Recreation Department

tents

poles

speakers

stage railings for movable platforms

Appropriation and Estimated Cost	\$ 36,066
Down Payment Appropriated	\$ 1,726
Bonds and Notes Authorized	\$ 34,340
Period of Usefulness	10 years

C. Acquisition of new additional or replacement equipment and machinery for the use of various Borough departments, offices and agencies:

Fire Prevention Bureau

fire extinguisher training system

(Borough's portion of cost being shared with other Pascack Valley municipalities)

Recycling Center

compactor containers

Sewer Department

high pressure water jetters

manhole frames and covers

Buildings and Grounds

picnic tables and recycling containers for use at various parks

Appropriation and Estimated Cost	\$ 49,000
Down Payment Appropriated	\$ 2,340
Bonds and Notes Authorized	\$ 46,660
Period of Usefulness	15 years

D. Undertaking of the following infrastructure improvements: (i) drainage improvements at Musso Lane and Mader Place; (ii) drainage improvement at Leroy Place; (iii) engineering services for various road, curb, sidewalk and drainage projects; and (iv) sidewalk improvements at various locations.

Appropriation and Estimated Cost	\$ 48,034
Down Payment Appropriated	\$ 2,294
Bonds and Notes Authorized	\$ 45,740
Period of Usefulness	10 years

E. Acquisition of a new automotive vehicle, including original apparatus and equipment, consisting of a pickup truck for the use of the Road Department.

Appropriation and Estimated Cost	\$ 45,000
Down Payment Appropriated	\$ 2,230
Bonds and Notes Authorized	\$ 42,770
Period of Usefulness	5 years

F. Undertaking of various improvements to the downtown business district consisting of the installation of pavers, benches, planters and trash receptacles and the making of various other improvements.

Appropriation and Estimated Cost	\$ 39,000
Down Payment Appropriated	\$ 1,860
Bonds and Notes Authorized	\$ 37,140
Period of Usefulness	10 years

Aggregate Appropriation and Estimated Cost	\$454,250
Aggregate Down Payment Appropriated	\$ 21,750
Aggregate Amount of Bonds and Notes Authorized	\$432,500

Section 5. The cost of such purposes, as hereinbefore stated, includes the aggregate amount of \$29,405 which is estimated to be necessary to finance the cost of such purposes, including architect's fees, accounting, engineering and inspection costs, legal expenses and other expenses, including interest on such obligations to the extent permitted by Section 20 of the Local Bond Law.

Section 6. It is hereby determined and stated that moneys exceeding \$21,750, appropriated for down payments on capital improvements or for the capital improvement fund in budgets heretofore adopted for said Borough, are now available to finance said purposes. The sum of \$21,750 is hereby appropriated from such moneys to the payment of the cost of said purposes.

Section 7. To finance said purposes, bonds of said Borough of an aggregate principal amount not exceeding \$432,500 are hereby authorized to be issued pursuant to the Local Bond Law. Said bonds shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law. All matters with respect to said bonds not determined by this ordinance shall be determined by resolutions to be hereafter adopted.

Section 8. To finance said purposes, bond anticipation notes of said Borough of an aggregate principal amount not exceeding \$432,500 are hereby authorized to be issued pursuant to the Local Bond Law in anticipation of the issuance of said bonds. In the event that bonds are issued pursuant to this ordinance, the aggregate amount of notes hereby authorized to be issued shall be reduced by an amount equal to the principal amount of the bonds so issued. If the aggregate amount of outstanding bonds and notes issued pursuant to this ordinance shall at any time exceed the sum first mentioned in this section, the moneys raised by the issuance of said bonds shall, to not less than the amount of such excess, be applied to the payment of such notes then outstanding.

Section 9. Each bond anticipation note issued pursuant to this ordinance shall be dated on or about the date of its issuance and shall be payable not more than one year from its date, shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law and may be renewed from time to time pursuant to and within limitations prescribed by the Local Bond Law. Each of said bond anticipation notes shall be signed by the Mayor and by a financial officer and shall be under the seal of said Borough and attested by the Borough Clerk or Deputy Borough Clerk. Said officers are hereby authorized to execute said notes in such form as they may adopt in conformity with law. The power to determine any matters with respect to said notes not determined by this ordinance and also the power to sell said notes, is hereby delegated to the Chief Financial Officer who is hereby authorized to sell said notes either at one time or from time to time in the manner provided by law.

Section 10. It is hereby determined and declared that the average period of usefulness of said purposes, according to their reasonable lives, taking into consideration the respective amounts of bonds or notes authorized for said purposes, is a period of 12.65 years computed from the date of said bonds.

Section 11. It is hereby determined and stated that the Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the office of the Borough Clerk of said Borough, and that such statement so filed shows that the gross debt of said Borough, as defined in Section 43 of the Local Bond Law, is increased by this ordinance by \$432,500 and that the issuance of the bonds and notes authorized by this ordinance will be within all debt limitations prescribed by said Local Bond Law.

Section 12. Any funds received from private parties, the County of Bergen, the State of New Jersey or any of their agencies or any funds received from the United States of America or any of its agencies in aid of such purposes, shall be applied to the payment of the cost of such purposes, or, if bond anticipation notes have been issued, to the payment of the bond anticipation notes, and the amount of bonds authorized for such purposes shall be reduced accordingly.

Section 13. The capital budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, is on file with the Borough Clerk and is available for public inspection.

Section 14. The Borough intends to issue the bonds or notes to finance the cost of the improvements described in Sections 1 and 4 of this bond ordinance. If the Borough incurs such costs prior to the issuance of the bonds or notes, the Borough hereby states its reasonable expectation to reimburse itself for such expenditures with the proceeds of such bonds or notes in the maximum principal amount of bonds or notes authorized by this bond ordinance.

Section 15. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this ordinance. Said obligations shall be direct, unlimited and general obligations of the Borough, and the Borough shall levy ad valorem taxes upon all the taxable real property within the Borough for the payment of the principal of and interest on such bonds and notes, without limitation as to rate or amount.

Section 16. This ordinance shall take effect twenty days after the first publication thereof after final passage.

Mayor Ruschman asked Colleen Ennis, CFO to give a brief description of this ordinance.

Ms. Ennis advised that in the 2009 budget there was an appropriation of \$66,000 for Capital Improvement down payment. That money is being used to fund capital projects and put a downpayment on it so that we can honor the requests that have been put in by the various departments. The second part of the Capital projects include road improvements and multi-purpose uses as outlined in the ordinance.

Mayor Ruschman asked if the Clerk was in receipt of the Supplemental Debt Statement.

Clerk responded she was.

Mayor Ruschman asks if anyone present wishes to be heard. There was no one.

Mayor Ruschman asks for a motion to pass the ordinance on first reading by title and that it be published in full in the Ridgewood News with notice of public hearing to be held July 14, 2009.

A motion was made by Councilmember Ciannella and seconded by Councilmember Levinson to confirm.

AYES: Councilmembers Ciannella, Levinson, Viola, Council President Wells

ORDINANCE – PUBLIC HEARING

**2009-15 AN ORDINANCE AMENDING CHAPTER 75M,
ARTICLE V - CLOTHING BINS, SECTION 75-35 OF THE CODE OF THE
BOROUGH OF PARK RIDGE, NEW JERSEY**

Mayor Ruschman asks for a motion to open public hearing on Ordinance 2009-15, an ordinance amending Chapter 75 of the Code of the Borough of Park Ridge.

Motion made by Councilmember Levinson to open the public hearing on Ordinance 2009-15, an ordinance amending Chapter 75 of the Code of the Borough of Park Ridge. Seconded by Councilmember Viola to confirm.

AYES: Councilmembers Ciannella, Levinson, Viola, Council President Wells

Mayor Ruschman ask the Borough Clerk to read the ordinance by title.

BOROUGH OF PARK RIDGE
ORDINANCE NO. 2009-15
AN ORDINANCE AMENDING THE CODE OF THE
BOROUGH OF PARK RIDGE, NEW JERSEY TO PROVIDE FOR CHAPTER 75, ARTICLE V,
CLOTHING BINS

WHEREAS, the State of New Jersey regulates the fee to be imposed in connection with the use of a donation clothing bin within the limits of the Borough of Park Ridge.

NOW, BE IT ORDAINED by the Borough Council of the Borough of Park Ridge, in the County of Bergen and State of New Jersey that Chapter 75 of the Code of the Borough of Park Ridge is hereby amended as follows:

SECTION ONE: **§ 75-35 Regulations.**

3. The fee for such application for the zoning permit shall be twenty-five (\$25.00) dollars.

SECTION TWO: All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency only.

SECTION THREE: If any section, paragraph, subdivision, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision and the remainder of this ordinance shall be deemed valid and effective.

SECTION FOUR: This Ordinance shall take effect immediately following final passage, adoption and publication as provided by law.

Mayor Ruschman asks the borough attorney to give a brief description of the ordinance.

Mr. Mancinelli said this only reduces the initial application fee from \$50 to \$25 as per the guidelines of the State.

Mayor Ruschman asks if anyone present wishes to be heard. There was no one.

Mayor Ruschman asks for a motion to close the public hearing and that this ordinance be adopted and that it be published by title in The Record with notice of final passage.

A motion was made by Councilmember Levinson and seconded by Councilmember Ciannella to confirm.

AYES: Councilmembers Ciannella, Levinson, Viola, Council President Wells.

CONSENT AGENDA:

Mayor Ruschman noted that there were no abstentions from voting on the Consent Agenda.

Mayor Ruschman noted that Resolution #8 would be tabled until the full council was present.

Mayor Ruschman asks for a motion to accept the Consent Agenda.

A motion was made by Councilmember Levinson and seconded by Councilmember Ciannella to confirm.

AYES: Councilmembers Ciannella, Levinson, Viola, Council President Wells.

BOROUGH OF PARK RIDGE

RESOLUTION NO. 09-155

2009-2010 ALCOHOLIC BEVERAGE LICENSE RENEWALS

BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge that the following alcoholic beverage license be renewed, subject to the rules and regulations of the Department of Alcoholic Beverage Control of the State of New Jersey and the Mayor and Council of the Borough of Park Ridge, heretofore or hereafter adopted:

CLUB LICENSE

1. 0247-31-013-001 Park Ridge Volunteer Firemens Association Inc.

BE IT FURTHER RESOLVED that said license be renewed for the period of one year, commencing July 1, 2009 and ending June 30, 2010, and that the Borough Clerk be and she is hereby authorized and directed to issue and sign such license renewal in the name of the Borough of Park Ridge.

BOROUGH OF PARK RIDGE

RESOLUTION NO. 09-156

AUTHORIZE RECEIPT OF BIDS

2009 ROAD IMPROVEMENT PROGRAM

WHEREAS, the Mayor and Council of the Borough of Park Ridge wish to make improvements throughout various portions of the Borough; and

WHEREAS, the anticipated expenditure for this project is over \$29,000.00; and

WHEREAS, the provisions of New Jersey Statute 40A:11-4 requires the public advertising for bids when the anticipated expenditure is over \$29,000.00; and

WHEREAS, the Borough Engineer has prepared specifications for these improvements.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Park Ridge hereby authorize the receipt of sealed bids for the replacement of the Borough Hall roof.

BE IT FURTHER RESOLVED, that a true copy of this resolution shall be sent to the Borough Engineer within ten days from the date of adoption.

BOROUGH OF PARK RIDGE

RESOLUTION NO. 09-157

APPOINTING JOSEPH BRUNO AS ARCHITECT FOR INTERIOR RENOVATIONS TO BOROUGH HALL AND ADA IMPROVEMENTS TO THE BATHROOMS AT THE MUNICIPAL POOL

WHEREAS, the Mayor and Council wish to make interior renovations to the Park Ridge Borough Hall and ADA Improvements to the bathrooms at the Municipal Pool; and

WHEREAS, the Mayor and Council have received a proposal from Joseph Bruno, AIA which proposes the preparation of bid specifications and plans at a cost not to exceed \$5,750.00 (Five Thousand Seven Hundred Fifty Dollars) for the interior renovations to the Borough Hall; and

WHEREAS, the Chief Financial Officer has certified the funds are available in Account Number C-04-55-912-000-002.

WHEREAS, the Mayor and Council have received a proposal from Joseph Bruno, AIA which proposes the preparation of bid specifications and plans at a cost not to exceed \$5,500 (Five Thousand Five Hundred Dollars) for the ADA Improvements at the Municipal Pool; and

WHEREAS, the appointment for the ADA Improvements to the Municipal Pool is contingent upon the adoption of a Capital Ordinance at a later date; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge that Joseph Bruno, AIA of 29 Pascack Road, Park Ridge, New Jersey is hereby appointed architect to develop plans and specifications for the Borough Hall Interior Renovations at a cost not to exceed \$5,750.00 (Five Thousand Seven Hundred Fifty Dollars).

BE IT FURTHER RESOLVED by the Mayor and Council of the Borough of Park Ridge that Joseph Bruno, AIA; upon adoption of the Capital Ordinance for ADA Improvements to the bathrooms at the Municipal Pool, is appointed architect to develop plans and specifications for the ADA Improvements to the Municipal Pool at a cost not to exceed \$5,500.00 (Five Thousand Five Hundred Dollars).

WHEREAS, this is an appointment made as an exception to Local Public Contracts Law.

BE IT FURTHER RESOLVED that because this appointment is made as an exception to Local Public Contracts Law, notice of this action shall be published in the newspaper of record within ten (10) days of passage; and

BE IT FURTHER RESOLVED that a true copy of this Resolution shall be sent to Joseph Bruno, AIA within ten days from the date of passage of this resolution.

BOROUGH OF PARK RIDGE

RESOLUTION NO. 09-158

AUTHORIZE PROFESSIONAL SERVICES LABOR COUNSEL

WHEREAS, the Mayor and Council as part of negotiations seek a specialized opinion on a labor practice in the municipality; and

WHEREAS, the Mayor and Council have utilized Mark Ruderman, Esq. of Ruderman and Glickman 675 Morris Avenue, Springfield, New Jersey as Special Labor Counsel to answer these questions; and

WHEREAS, the cost of these services has exceeded the originally anticipated expenditure; and

WHEREAS, the Mayor and Council wish to authorize an additional \$15,000.00 (Fifteen Thousand Dollars); and

WHEREAS, the Chief Financial Officer has certified the funds are available in Account No. 9-01-20-155-000-136.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge that Mark Ruderman, Esq. of Ruderman and Glickman 675 Morris Avenue, Springfield, New Jersey be and the same is hired as Special Labor Counsel to deal with certain labor issues at an additional cost of \$15,000.00 (Fifteen Thousand Dollars); and

BE IT FURTHER RESOLVED that a true copy of this resolution shall be sent to Mark Ruderman, Esq. within ten (10) days from the date of adoption.

BOROUGH OF PARK RIDGE

RESOLUTION NO. 09-159

REQUESTING THE COUNTY CONDUCT A TRAFFIC COUNT

WHEREAS, the Park Ridge Planning Board has undertaken the six-year reexamination of the Borough's Master Plan; and

WHEREAS, the Master Plan has not been fully reviewed for over 30 years; and

WHEREAS, the Planning Board is doing a total review of the Master Plan and to that end the Planning Board is working on incorporating some of the goals and objectives of the recently held Charrette; and

WHEREAS, one of those objectives was to improve the downtown traffic circulation pattern; and

WHEREAS, the borough's professional planner has met with the County Planning Board with suggestions made by the municipal board; and

WHEREAS, the County Planning Board has suggested that they conduct a traffic count on the intersections involved; and

WHEREAS, the request for a traffic count must be submitted by the governing body.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Park Ridge hereby requests that the County Planning Board conduct a traffic count on the intersections of Broadway & Park; Kinderkamack Road & Park; Hawthorne Avenue & Park and Perryland and Kinderkamack Road.

BOROUGH OF PARK RIDGE

RESOLUTION NO. 09-159

REQUESTING THE COUNTY CONDUCT A TRAFFIC COUNT

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WHEREAS, one of those objectives was to improve the downtown traffic circulation pattern; and

WHEREAS, the borough's professional planner has met with the County Planning Board with suggestions made by the municipal board; and

WHEREAS, the County Planning Board has suggested that they conduct a traffic count on the intersections involved; and

WHEREAS, the request for a traffic count must be submitted by the governing body.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Park Ridge hereby requests that the County Planning Board conduct a traffic count on the intersections of Broadway & Park; Kinderkamack Road & Park; Hawthorne Avenue & Park and Perryland and Kinderkamack Road.

BOROUGH OF PARK RIDGE
RESOLUTION NO. 09-161
AUTHORIZATION TO PURCHASE POLICE CAR

WHEREAS, the Police of the Borough of Park Ridge are in need of a new Police Vehicle; and

WHEREAS, the cut-off date to purchase this vehicle under state contract was April 3, 2009; and

WHEREAS, this cut-off date occurred prior to the introduction of the Borough's 2009 Municipal Budget, which was April 28, 2009; and

WHEREAS, the Police Chief has received quotations from American Chevy of Hackensack New Jersey and Hawthorne Chevy of Wyckoff, New Jersey to purchase a 2010 Fleet Chevrolet Impala Police 4 Door Sedan; and

WHEREAS, the quotation received from American Chevy is the lowest at \$26,500.00 (Twenty Six Thousand Five Hundred Dollars); and

WHEREAS, the Borough Administrator recommends to the Mayor and Council that they approve the purchase of the 2010 Chevrolet Impala from American Chevy; and

WHEREAS, the Chief Financial Officer certified the funds are available for this purchase in Account No. 9-01-25-240-000-164.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Park Ridge hereby authorize the purchase of a 2010 Chevy Impala Police Car from American Chevy of 55 Hackensack Avenue, Hackensack, New Jersey 07601.

BOROUGH OF PARK RIDGE
RESOLUTION NO. 09-163
APPOINTMENT OF AFFORDABLE HOUSING
ADMINISTRATIVE AGENT

WHEREAS, the Mayor and Council of the Borough of Park Ridge are desirous of employing an Affordable Housing Administrative Agent; and

WHEREAS, Cheryl Zega has indicated an interest in becoming the Administrative Agent for Park Ridge; and

WHEREAS, Ms Zega has submitted her background and qualifications for the position and has been interviewed by the Borough Administrator and Borough Attorney; and

WHEREAS, Ms. Zega will prepare an Affirmative Marketing Plan at a cost of \$500.00 - \$1,000.00 and prepare the necessary forms to administer the rental program at a one-time cost of \$350.00; and

WHEREAS, the cost of the Affirmative Marketing Plan and the rental program forms would be borne by the Development Fee Trust Fund; and

WHEREAS, in addition Ms. Zega would be responsible for the Certification of new Applicants and current Residents at Quail Run; and

WHEREAS, she would also be responsible for the calculation of all base rentals; would create and maintain a list of certified applicants as potential renters; would create and maintain a file on each restricted unit for its control period including the recorded deed and all necessary documents; would create and maintain a file on each certified renter for the control period and would perform annual monitoring of each unit tenant all done in accordance with COAH regulations; and

WHEREAS, Ms. Zega will contact certified applicants when a unit becomes available for rent and will notify the Borough of the tenant's intent to vacate; and

WHEREAS, these additional responsibilities will be at no cost to the Borough; the property owners and applicants bearing the costs; and

WHEREAS, Ms. Zega will work with the Borough Attorney in preparing the rental contracts at a rate of \$75.00 per hour; and

WHEREAS, Ms. Zega will attend meetings, issue reports etc, at a rate \$75.00 per hour with a one hour minimum; and

WHEREAS, it is the recommendation of the Borough Administrator and Borough Attorney that Cheryl Zega be employed as the Affordable Housing Administrative Agent for the Borough of Park Ridge.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge that Cheryl Zega be retained as the Affordable Housing Administrative Agent and that she prepare an Affirmative Marketing Plan and at a cost between \$500 - \$1,000.00 and prepare all necessary forms to administer the rental program at a one-time cost of \$350.00, which cost will be taken from the Development Fee Trust Fund and that all other listed responsibilities shall be at no further cost to the Borough.

COMMUNICATIONS:

Councilmember Levinson said she received a letter from Kevin Roe to the Golf Committee thanking everyone for the donation to Marion Roe's husband.

OLD BUSINESS

There were none.

NEW BUSINESS

There were none.

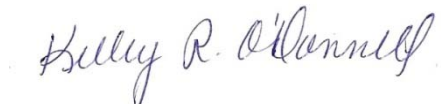
Mayor Ruschman noted before the meeting was closed he wanted to point out to anyone who was not at the picnic that it was extremely successful and probably one of the best had in a long time. He thanked the Recreation Committee and all the volunteers who were not on the Recreation Committee for their work not just the day of the picnic but before and after.

ADJOURN:

A motion was made by Councilmember Ciannella and seconded by Councilmember Viola to adjourn the regular Mayor and Council meeting.

Meeting adjourned 8:20pm.

Respectfully submitted,



Kelley O'Donnell, RMC
Borough Clerk