

1. Reorganization Meeting Agenda January 4, 2023

Documents:

[AGENDA 2023.PDF](#)

**AGENDA
REORGANIZATION MEETING
JANUARY 4, 2023**

The following is the Agenda for the Reorganization Meeting of the Borough of Pompton Lakes Mayor and Council, a Municipal Corporation in the County of Passaic. The Meeting will begin at 6:30pm on January 4, 2023 in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, N.J.

1. CALL TO ORDER:

2. STATEMENT OF COMPLIANCE:

Adequate Notice of this Reorganization Meeting has been provided in accordance with the Open Public Meetings Law, Public Law 1975, Chapter 231, setting forth the time, date, place and purpose of this meeting, through a legal notice published in The Suburban Trends newspaper on December 11, 2022 and notices mailed to the following named Newspapers: The Herald News, The Star Ledger and The Record, and posted on the Bulletin Board in the Borough Hall on December 11, 2022.

3. SALUTE TO THE FLAG:

4. INVOCATION:

5. BOROUGH CLERK to report the November 8, 2022 General Election results have been certified by the Passaic County Clerk as follows:

I am in receipt of the certification of the **November 8, 2022** General Election results by Passaic County Clerk, Danielle Ireland-Imhof which states **William Baig** received a total number of **2,191** votes and is elected to Council for a three-year term, and **Jennifer Polidori** received a total number of **2,252** votes and is elected to Council for a three-year term.

Administer Oath Of Office

William Baig / Councilman / three-year term

Jennifer Polidori / Councilwoman / three-year term

Mayor Serra Invites Newly Elected Council Members to Address the Public

6. ROLL CALL OF THE 2023 MAYOR AND COUNCIL:

Mayor Michael Serra
Councilman William Baig
Councilman Robert Cruz
Councilman Erik DeLine
Councilwoman Maria Kent
Councilwoman Jennifer Polidori
Councilman Ekamon Venin

Borough Officer: Elizabeth Brandsness, Borough Clerk
Borough Administrator: Paula Cozzarelli

7. APPOINTMENTS: Mayor Serra moves the following for advice and consent of Council for the 2023 Appointments of Borough Officials:

Does any Councilperson require any of the following One Year Appointment nominations to be pulled for Separate Action? If not, I entertain a Motion for Consent approval of the following appointments:

ONE-YEAR APPOINTMENTS:

Borough Administrator – Paula Cozzarelli

Borough Treasurer – Paula Cozzarelli

Borough Attorney – Mark J. Semeraro, Esq., DeCotiis, Fitzpatrick, Cole, and Giblin, LLP

Borough Prosecutor – David C. Stanziale, LLC

Borough Public Defender – David A. Amadio

Borough Auditor – James Cerullo, Wielkocz & Company, LLC

Assessment Search Official – Elizabeth Brandsness

Tax Search Official – Meghan Mulraney

Bond Counsel - Robert Beinfeld, Hawkins, Delafield and Wood, LLP

Insurance Risk Manager – Craig Josephson, Hundertmark Agency

Municipal Engineer – Ferriero Engineering

Motion to approve Nomination of One Year Appointments___, Second___.

Roll Call: Baig___Cruz___ DeLine___Kent___Polidori___Venin___.

8. NOMINATION OF COUNCIL PRESIDENT/ASSIGNMENTS FOR 2023:

COUNCIL PRESIDENT

Council to nominate **Jennifer Polidori** to serve as **Council President** for 2023.

Motion to Approve___Second___.

Roll Call: Baig___Cruz___ DeLine___Kent___Polidori___Venin___.

9. ADOPTION OF 2023 BY-LAWS OF THE COUNCIL OF THE BOROUGH OF POMPTON LAKES

Motion to approve the Re-adoption of the 2023 By-laws of the Council of the Borough of Pompton Lakes ___Second___.

Roll Call: Baig___Cruz___ DeLine___Kent___Polidori___Venin___.

10. COUNCIL ASSIGNMENTS

Does any Councilperson require any of the following Council Assignments nominations to be pulled for Separate Action? If not, I entertain a Motion for consent approval of the following Council Assignment appointments:

Mayor Serra presented the following Council Assignments

CIVIC ACTIVITIES CHAIRMAN:

Mayor Serra to nominate **Bobby Cruz** to serve as **Civic Activities Chairman** for 2023.

FINANCE CHAIRMAN:

Mayor Serra to nominate **Ek Venin** to serve as **Finance Chairperson** for 2023.

LICENSE AND ORDINANCE CHAIRMAN:

Mayor Serra to nominate **Erik DeLine** to serve as **License and Ordinance Chairman** for 2023.

PUBLIC WORKS CHAIRMAN:

Mayor Serra to nominate **Maria Kent** to serve as **Public Works Chairperson** for 2023.

PUBLIC SAFETY CHAIRMAN:

Mayor Serra to nominate **Bill Baig** to serve as **Public Safety Chairman** for 2023.

Motion to Approve Council Assignments ___Second ___. All in favor___, Nays___.

11. NOMINATION OF COUNCIL MEMBERS:

Does any Councilperson require any of the following Council Member nominations to be pulled for Separate Action? If not, I entertain a Motion for consent approval of the following Council Member appointments:

CIVIC ACTIVITIES MEMBER:

Mayor Serra to nominate **Erik DeLine** to serve as **Civic Activities Member** for 2023.

FINANCE MEMBERS:

Mayor Serra to nominate **Bill Baig and Maria Kent** to serve as **Finance and Personnel Members** for 2023.

LICENSE AND ORDINANCE MEMBER:

Mayor Serra to nominate **Bobby Cruz**, as **License and Ordinance Member** for 2023.

PUBLIC WORKS MEMBER:

Mayor Serra to nominate **Jennifer Polidori**, to serve as **Public Works Member** for 2023.

PUBLIC SAFETY MEMBER:

Mayor Serra to nominate **Ek Venin**, to serve as **Public Safety Member** for 2023.

Motion to approve Nomination Of Council Members___Second___. All in favor___, Nays___.

12. COUNCIL LIAISONS:

CIVIC ACTIVITIES:

Does any Councilperson require any of the following Council Liaison appointments to be pulled for Separate Action? If not, I entertain a Motion for consent approval of the following Council Liaisons appointments:

Maria Kent as Liaison to the **Recreation Commission**

Erik DeLine as Liaison to the **Library**

Bobby Cruz as Liaison to the **Municipal Alliance**

Bobby Cruz as Liaison to the **Board of Education**

Erik DeLine as Liaison to the **Veterans Committee**

Bill Baig as Liaison to the **Senior Citizens**

Bobby Cruz as Liaison to the **Youth Advisory/Sport Groups**

Ek Venin as Liaison to the **Historic Commission**

FINANCE AND PERSONNEL:

Ek Venin as Liaison to the **Borough Administrator**

Ek Venin as Liaison to the **Borough Treasurer**

Ek Venin as Liaison to the **Tax Collector**

Ek Venin as Liaison to the **Assessor**

Ek Venin as Liaison to the **Auditor**

Ek Venin, Bill Baig, Maria Kent as Liaisons to the **Salary Review Committee**

Bill Baig as Liaison to the **Board of Education**

Ek Venin as Liaison to the **Planning Board**

LICENSES AND ORDINANCES:

Erik DeLine as Liaison to the **Borough Attorney**

Erik DeLine as Liaison to the **Magistrate (courts)**

Erik DeLine as Liaison to the **Board of Adjustment**

Erik DeLine as Liaison to the **Building Inspector**

Maria Kent as Liaison to the **Shade Tree Commission**

PUBLIC WORKS (DPW):

Maria Kent as Liaison to **Streets and Roads**

Maria Kent as Liaison to **Buildings and Grounds**

Maria Kent as Liaison to **Parks and Playgrounds**

Maria Kent as Liaison to **Lighting**

Maria Kent as Liaison to **Borough Engineer**

Maria Kent as Liaison to **Environmental Protection Committee**

Maria Kent as Liaison to **Passaic County Solid Waste**

Maria Kent as Liaison to **Solid Waste and Recycling**

PUBLIC SAFETY:

Bill Baig as Liaison to **Police**

Bill Baig as Liaison to **Fire**

Bill Baig as Liaison to **First Aid**

Bill Baig as Liaison to **Police Reserve-Special Police Class II**

Bill Baig as Liaison to **Office of Emergency Management**

Bobby Cruz as Liaison to **CERT**

Maria Kent as Liaison to **Board of Health**

Maria Kent as Liaison to **North Jersey Flood Control**

Maria Kent as Liaison to **208 Water Quality N.E. Basin**

Erik DeLine as Liaison to **M.U.A.**

Maria Kent as Liaison to **Flood Advisory Board**

Motion to approve Council Liaisons ____, Second____. All in favor____, Nays____.

13. COUNCIL APPOINTMENTS:

Does any Councilperson require any of the following Council Appointments be pulled for Separate Action? If not, I entertain a Motion for consent approval of the following Council Appointments.

BUSINESS IMPROVEMENT DISTRICT:

Bill Baig as Liaison to the **Business Improvement**

ENVIRONMENTAL CAG:

Mike Serra as Liaison to the **Environmental CAG**

HEALTH CAG:

Mike Serra as Liaison to the **Health CAG**

CHAMBER OF COMMERCE:

Bill Baig as Liaison to the **Chamber of Commerce**

OPEN SPACE:

Mike Serra, Jennifer Polidori, Maria Kent as Liaisons to the **Open Space Committee**

FLOOD ADVISORY BOARD:

Maria Kent as Liaison to the **Flood Advisory Board**

TRAILS COMMITTEE:

Erik DeLine as Liaison to **Trails Committee**

REDEVELOPMENT AGENCY COMMITTEE:

Erik DeLine as Liaison to **Redevelopment Agency Committee**

FINANCE:

Ek Venin as Class III Member to the **Planning Board** (Finance Chair to delegate responsibility)

Motion to approve Council Appointments ____, Second____. All in favor____, Nays____.

14. APPOINTMENTS:

POLICE

Does any Councilperson require any of the following Appointments for Class II Special Officers, Crossing Guards (full time and part time), Police Matron appointments be pulled for Separate Action? If not, I entertain a Motion for consent approval of the following Appointments directed by

Chief Clark.

Class II Special Officer Appointments:

Jason Ekkers, Walter J. Gosson, Thomas Kiritsis, Mark C. Sonne, Emily Butera and Hector Alcantara (term to 12/31/23)

(Special Officers will be sworn in at a later date)

Crossing Guard Appointments – Full Time:

Namalene Singh, Raymond Hollenstein, Marilyn Bellavia, Carol Smith, Stephen Rigoll, Joseph Hart, Marilyn Lane, Richard Pierce, Evelyn Zynczak, Christine Wheeler, William F. Brown, Jimmy Demarco, Robert Sudol, Jaquelin Foy, Scott McLaren and Doreen Apgar (term to 12/31/23)

Crossing Guards - Part-Time:

Wayne Miller, Stephanie Hunt, Emily Butera and Doreen Menary (term to 12/31/23)

Police Matron Appointments:

Sharon A. Sonne, Mildred B. Stires, Stephanie Hunt, Stephanie Phillippe, and Stacey Griffin (term to 12/31/23)

Motion to approve Class II Special Officers, Crossing Guards (full time and part time), Police Matron _____, Second _____. All in favor ____, Nays ____.

BOARD, COMMISSION, COMMITTEE, AGENCY, COALITION APPOINTMENTS:

Does any Councilperson require any of the following Board, Commission, Committee, Agency, Coalition Appointments to be pulled for Separate Action? If not, I entertain a Motion for consent approval of the following Board, Commission, Committee, Agency. Coalition Appointments:

Board of Health:

Kelly Halewicz, Member (3 year term to 12/31/25), Valarie Quigley, Member (3- year term to 12/31/25)

Library Board:

Open Position, Trustee, 5-year term to 12/31/27, Melissa Serra, Mayor’s Alternate (1 year term to 12/23)

Zoning Board of Adjustment:

Stephen Baig, Member (4 year term to 12/31/26), Maureen Bernstock, Member (4 year term to 12/31/26), Jared Luciani, Alternate #2 (2 year term to 12/31/24), Open Position Alternate #3 (2 year term to 12/31/24)

Planning Board:

Mike Serra, Class I (1-year term to 12/31/23), Steve Edgeller, Alternate #2, (2-year term to 12/31/24), John Keating, Class II (1-year term to 12/31/23), Open Position, Class IV (4-year term to 12/31/26), Richard Fracaro, Class IV (4-year term to 12/31/26), Ek Venin, Class III (1 year term to 12/31/23)

Flood Advisory Board:

Josephine Brown, Member (3-year term to 12/31/25), Julie Doncoes, Member, (3-year term to 12/31/25), Lauren Simpson, Member, (3-year term to 12/31/25)

COMMISSION APPOINTMENTS:

Historic Commission:

Edward Crowley, Alternate #2 (2-year term to 12/24), Dr. Keith Lockwood, Class B (4-year term to 12/26)

Recreation Commission:

Dana D’Amico, Commissioner (5 year term to 12/31/27), BethWazani, Commissioner, (to fill unexpired term until 12/31/25), Bernadette Chillemi, Commissioner, (to fill an unexpired term to 12/31/26), Open Position, Alternate #1 (unexpired term to 12/31/23), Open Position, Alternate #2 (5 year term to 12/31/27)

Shade Tree Commission:

Madeline Denti, Commissioner (5 year term to 12/27)

COMMITTEE APPOINTMENTS:

Awards Program Committee:

Derek Clark, Chief of Police, Jason Ekkers, Fire Department Chief, Mark Sonne, First Aid Squad Chief, Citizen (Art Kaffka) (1 year term to 12/31/23)

Local Emergency Management Planning Committee:

Albert Evangelista, William Baig, Daniel Cottrel, Mayor Michael Serra, Paula Cozzarelli, Daniel O'Rourke, Tim Duffy, Derek Clark, Ryan Cichon, Jason Ekkers, Dennis Dakake, Mary Ann Orapello, Walter Gosson, Sharon Sonne, Mark Sonne, Richard Berdnik, Borough Engineer, Frank Truait, Nancy Franceschi, Deborah Ross, Michael London, John Wegele, Billy J. Doty, Paul Amoroso, Salvatore Poli, Trooper Joseph Palach, Rob Scott, Tom Kiritsis, Tilcon, Plant Manager/Safety Officer (1 year term to 12/31/23), Trends Reporter, (*Open*)

Environmental Committee:

Michael Sciacchetano, Member (3 year term to 12/31/25), **Chris Sudol**, (3 year term to 12/31/25),

Trails Committee:

Francis Beideman, Bill Brown, Josie Brown, Erin Chazotte, Cheryl Cruz, Cristianne Jennings, Lauren Venin (1-year term to 12/31/23)

AGENCY APPOINTMENTS:

Redevelopment Agency:

Ken Ross Member (5 year term to 12/31/27), **Erik DeLine**, Member (1 year term to 12/31/23),

COALITION APPOINTMENTS:

Pompton Lakes Prevention Coalition:

Bobby Cruz/Local Governmental Agency (Councilmember)

Brian Vanderstadt/Law Enforcement (Police)

Jake Herinko/School (Principal/Superintendent Designee)

Elizabeth Brandsness – Media (Borough Clerk)

Karen Murphy/Youth Serving Organization (Coordinator Youth-Teen Center)

Macie Loustan/Youth (Chairperson Youth Taskforce)

Barbara Murphy/Civic - Volunteer Group (Director Recreation Department)

Open Position/Business

Donna Andelora/Religious Group (St. Mary's Parish)

Sherrine Schuldt/Organization – Reducing Substance Abuse (Prevention Coalition (W/P University)

Joan Sullivan/Parent Member)

Open Position (Business Official)

Paula Cozzarelli (Coalition Coordinator)

Open Position (Project Director)

(1-year term to 12/31/23)

Motion to approve Board, Commission, Committee, Agency, Coalition Appointments____, second____. All in favor____, Nays____

15. CONSENT AGENDA:

(Does Any Councilperson Require Any Consent Agenda Item To Be Pulled For Separate Action?)

WHEREAS, the Mayor and Council of the Borough of Pompton Lakes has reviewed the Consent Agenda consisting of various proposed Resolutions, and

WHEREAS, the Mayor and Council of the Borough of Pompton Lakes does not desire to remove any Resolutions for individual action from that Agenda,

NOW, THEREFORE, BE IT RESOLVED that the following Resolutions on the Consent

Agenda are hereby approved:

1. Resolution 23-01 Designating Depositories For Borough Funds
2. Resolution 23-02 Authorizing Treasurer To Disburse Funds
3. Resolution 23-03 Authorizing A Temporary Budget For The Borough Of Pompton Lakes For The Year 2023
4. Resolution 23-04 To Authorize Treasurer To Transfer Funds Between Accounts For Investment Purposes and Payables
5. Resolution 23-05 To Approve Use Of Consent Agenda On All Future Council Agendas
6. Resolution 23-06 To Designate Official Newspapers
7. Resolution 23-07 To Establish Petty Cash Funds For Pompton Lakes Police Department and Finance Department
8. Resolution 23-08 To Establish Change Funds For The Office Of The Borough Clerk, The Office Of The Tax Collector, The Building Department, The Health Department, The Police Records Department and the Recycling Center
9. Resolution 23-09 Appointing The Public Agency Compliance Officer For 2023
10. Resolution 23-10 To Fix The Amount Of A Service Charge For Checks Returned For Insufficient Funds
11. Resolution 23-11 Authorizing The Tax Collector To Hold A Yearly Tax Sale
12. Resolution 23-12 Setting Forth The Rate Of Interest To Be Charged If Quarterly Taxes Exceed The Grace Period After Which They Are Payable
13. Resolution 23-13 To Appoint Tax Search Officer For 2023
14. Resolution 23-14 Appointing Official Tax Assessment Officer For 2023
15. Resolution 23-15 Authorizing The Municipal Clerk To Release Executive Session Minutes In Accordance With The Open Public Meetings Act
16. Resolution 23-16 Designating 2023 Council Meetings Borough Of Pompton Lakes
17. Resolution 23-17 Adopting Tower and Towing Fees For The Year 2023 As Required By Administrative Code Sections 5-23.1 (B TO D)
18. Resolution 23-18 Authorizing The Issuance Of A Towing License To Malanga's Automotive
19. Resolution 23-19 of the Borough Council regarding Emergency Remote Meeting Protocol, Procedures And Requirements For Public Participation At Remote Meetings

Motion to approve the Consent Agenda ____, Second ____. All in favor ____, Nays ____.

16. RESOLUTIONS FOR SEPARATE ACTION:

1. **Resolution 23-20** Resolution Of The Borough Of Pompton Lakes Authorizing The Award Of A Contract For Professional Engineering Services To Ferriero Engineering Inc.
Motion to Approve Resolution 23-20 ____, Second ____.
 Roll Call: Baig ____ Cruz ____ DeLine ____ Kent ____ Polidori ____ Venin ____.
2. **Resolution 23-21** Resolution Of The Borough Of Pompton Lakes Authorizing The Award Of A Contract For Professional Attorney Services To Decotiis, Fitzpatrick, Cole, And Giblin, LLP
Motion to Approve Resolution 23-21 ____, Second ____.
 Roll Call: Baig ____ Cruz ____ DeLine ____ Kent ____ Polidori ____ Venin ____.
3. **Resolution 23-22** Resolution Of The Borough Of Pompton Lakes Authorizing The Award Of A Contract For Professional Risk Manage Services To David M. Hundertmark Agency Inc.
Motion to Approve Resolution 23-22 ____, Second ____.
 Roll Call: Baig ____ Cruz ____ DeLine ____ Kent ____ Polidori ____ Venin ____.
4. **Resolution 23-23** Resolution Of The Borough Of Pompton Lakes Authorizing The Award Of A Contract For Professional Grant Writing Services To Millennium Strategies LLC
Motion to Approve Resolution 23-23 ____, Second ____.
 Roll Call: Baig ____ Cruz ____ Kent ____ Polidori ____ DeLine ____ Venin ____.
5. **Resolution 23-24** Resolution Of The Borough Of Pompton Lakes Authorizing The Award Of A Contract For Professional Municipal Planner Services To Colliers Engineering & Design
Motion To Approve Resolution 23-24 ____, Second ____.
 Roll Call: Baig ____ Cruz ____ DeLine ____ Kent ____ Polidori ____ Venin ____.
6. **Resolution 23-25** Resolution Of The Borough Of Pompton Lakes Authorizing The Award Of A Contract For Professional Municipal Auditor Services To Wielkotz & Company LLC

Motion to Approve Resolution 23-25____, Second____.

Roll Call: Baig____Cruz____ DeLine____Kent____Polidori____Venin____.

7. **Resolution 23-26** Resolution Of The Borough Of Pompton Lakes Authorizing The Award Of A Contract For Professional Information Technology Services To Quikteks

Motion To Approve Resolution 23-26____, Second____.

Roll Call: Baig____Cruz____ DeLine____Kent____Polidori____Venin____.

8. **Resolution 23-27** Resolution Of The Borough Of Pompton Lakes Authorizing The Award Of A Contract For Professional Labor Attorney Services To Apruzzese, Mcdermott, Maestro &Murphy, P.C.

Motion to Approve Resolution 23-27____, Second____.

Roll Call: Baig____Cruz____ DeLine____Kent____Polidori____Venin____.

9. **Resolution 23-28** Resolution Of The Borough Of Pompton Lakes Authorizing The Award Of A Contract For Professional Bond Counsel Services To Hawkins, Delafield & Wood LLP

Motion To Approve Resolution 23-28____, Second____.

Roll Call: Baig____Cruz____ DeLine____Kent____Polidori____Venin____.

10. **Resolution 23-29** Resolution Confirming Appointment Of AHS Hospital Corp. For Public Health Nursing Services Pursuant To Contract – January 1, 2023 Through December 31, 2023

Motion To Approve Resolution 23-29____, Second____.

Roll Call: Baig____Cruz____ DeLine____Kent____Polidori____Venin____.

11. **Resolution 23-30** Resolution Confirming Appointment Of Atlantic Health System / Chilton Medical Center As The Official Facility For Occupational Health Services Pursuant To Contract – January 1, 2023 Through December 21, 2023

Motion To Approve Resolution 23-30____, Second____.

Roll Call: Baig____Cruz____ DeLine____Kent____Polidori____Venin____.

17. INTRODUCTION OF ORDINANCES – FIRST READING AND INTRODUCTION *(These Ordinances will be presented for Second Reading and Final Adoption on January 25, 2023)*

ORDINANCE 23-01

AN ORDINANCE AUTHORIZING THE MAYOR AND BOROUGH CLERK TO EXECUTE A LEASE AMENDMENT WITH THE POMPTON LAKES RIVERDALE LITTLE LEAGUE, INC.

ORDINANCE 23-02

AN ORDINANCE AUTHORIZING THE MAYOR AND BOROUGH CLERK TO EXECUTE A LEASE AMENDMENT WITH THE POMPTON LAKES RIVERDALE SOCCER ASSOCIATION, INC.

ORDINANCE 23-03

AN ORDINANCE AUTHORIZING THE MAYOR AND BOROUGH CLERK TO EXECUTE A LEASE AMENDMENT WITH THE POMPTON LAKES YOUTH ORGANIZATION, INC.

ORDINANCE 23-04

AN ORDINANCE AUTHORIZING THE MAYOR AND BOROUGH CLERK TO EXECUTE A LEASE AMENDMENT WITH THE POMPTON LAKES BOARD OF EDUCATION

Motion to approve Ordinance No. 23-01, 23-02, 23-03 & 23-04 for Introduction____, Second____.

Roll Call: Baig____Cruz____ DeLine____Kent____Polidori____Venin____.

ORDINANCES FOR SECOND READING AND FINAL ADOPTION:

(These ordinances have been advertised and posted on the Municipal Bulletin Board) None

18. PROFESSIONAL REPORTS:

19. MAYOR SERRA’S NEW YEARS DAY ADDRESS:

Mayor Serra will remind the community of the time capsule that is buried in the Library front lawn scheduled to be opened on January 1, 2050

20. MEETING OPEN FOR PUBLIC COMMENTS:

Motion to open the Meeting for Public Comments___Second___.

All in Favor___, Nays___

Motion to close the Meeting for Public Comments___Second___.

All in Favor___, Nays___.

21. ADJOURNMENT: Motion to Adjourn___Second___ . All in favor___, Nays.

WISHING EVERYONE A HAPPY AND HEALTHY NEW YEAR!!!