

Township of South Hackensack
Bergen County, New Jersey
December 28, 2017 7:00PM
Special Meeting
AGENDA

Frank Cagas, Mayor
Gary C. Brugger
Walter Eckel, Jr.
Yris Encarnacion
William Regan

Donna L. Gambutti, Municipal Clerk
David V. Nasta, Esquire, Municipal Attorney

Call of Meeting to Order~

Flag Salute~

This is a Special Meeting of the Township Committee of South Hackensack. The date, time and location of this meeting has been advertised in the official Newspapers of the Township, filed with the Township Clerk and posted on the bulletin board in the Municipal Building. All notice requirements of the Open Public Meetings Act for this meeting have been fulfilled.

Roll Call~

Resolutions~

- Resolution No. 2017-201 – Authorizing An Emergency Appropriation for Sewer Repairs

Roll Call Vote

By:

2nd:

RC:

□ Resolution No. 2017-202 – Authorizing the Transfer of 2017 Budget Appropriations -
Roll Call Vote

By:

2nd:

RC:

□ Consent Agenda Resolution 2017-12A

Mayor's Report & Announcements~

- Reorganization 2018-Thursdays, January 4, 2018 7:00PM- Senior Center

Committee Reports~

Public Comments~

Adjournment~

.....
Consent Resolution 2017-12A- December 28, 2017

WHEREAS, the Township Committee of the Township of South Hackensack, has reviewed the Consent Agenda consisting of various proposed resolutions; and

WHEREAS, the Township Committee of the Township of South Hackensack is not desirous of removing a resolution from the consent agenda,

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of South Hackensack that the following resolutions on the Consent Agenda are hereby approved and adopted:

Resolution No. 2017-203 – Payment of Bills December 28, 2017

Resolution No. 2017-204 – Redemption of Tax Sale Certificate No. 17-00001- 42 Agar Place

Resolution No. 2017-205 – Appointment of Recreation Aide

Resolution No. 2017-206 – Authorize 2 year Contract with ADS for Payroll Services

Resolution No. 2017-207- Authorize return of Sick Days for Austin Jennings

Motion:

Second:

December 28, 2017

ATTEST:

Donna L. Gambutti, Municipal Clerk

Frank Cagas, Mayor

RESOLUTION NO. 2017-201
Emergency Appropriation – Sewer Repair

WHEREAS, an emergency has arisen with respect to an emergency sewer repair and, no adequate provision was made in the 2017 budget for the aforesaid purpose, and N.J.S.A. 40A:4-46 provides for the creation of an emergency appropriation for the purpose mentioned above, and

WHEREAS, the total amount of the emergency appropriations created including the appropriation to be created by this resolution is \$40,000 and three (3) percent of the total operating budget for the year 2017 is \$250,760 and

WHEREAS, the foregoing appropriation together with prior appropriations does not exceed three (3) percent of the total operating appropriations in the budget for 2017.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of South Hackensack, County of Bergen (not less than two-thirds of all members thereof affirmatively concurring) that in accordance with N.J.S.A. 40A:4-48:

1. An emergency appropriation be and the same is hereby made for:

Department of Public Works - Other Expenses	\$40,000
--	-----------------

2. Said emergency appropriation shall be provided for in full in the 2018 budget.
3. That funds for the appropriation shall be provided from surplus funds on hand.
4. That an "Emergency Note" may be executed by the Chief Financial Officer and by the Township Clerk.
5. That two (2) certified copies of this Resolution be filed with the Director of the Division of Local Government Services.

6. That the statements required by the Local Finance Board have been filed with the Clerk and a copy thereof will be transmitted to the Director of the Division of Local Government Services.

Motion:

Second:

Roll Call Vote:

December 28, 2017

Approved:

Attest:

Frank Cagas, Mayor

Donna L. Gambutti, Municipal Clerk

This statement must be prepared in duplicate by the Chief Financial Officer or other responsible official, and must be filed with the municipal clerk prior to the adoption of the emergency resolution. The duplicate thereof must be filed with the Director of Local Government Services at the time of filing the emergency resolution.

Need of Emergency Appropriation: An emergency exists relating to the Sewer Repairs.

Date of Happening: December 28, 2017

Have any contracts been awarded or purchase orders placed in connection with this emergency appropriation? Yes, November 17, 2017

Have any payments been made in connection with this emergency appropriation? No

If costs are in excess of \$17,500 for either labor or materials, or both, will bids be advertised for?
No

If not, have resolutions been adopted declaring an exigency to exist which will not permit the advertisement for public bids? Yes, December 28, 2017

Will work be performed by contract, force account or otherwise?
Force Account

Signed :

Title _____
Chief Financial Officer
Christopher W. Eilert

DATE: December 28, 2017

.....

RESOLUTION NO.2017-202

Authorizing the Transfer of 2017 Budget Appropriations

WHEREAS, N.J.S. 40A:4-58 provides that should it become necessary, during the last two months of the fiscal year to expend for any of the purposes specified in the budget an amount in excess of the respective sums appropriated over and above the amount deemed to be necessary to fulfill the purpose of such appropriation, the Township Committee may by resolution setting forth the facts (adopted by not less than 2/3 vote of the full membership thereof) transfer the amount of such excess of those appropriations deemed to be insufficient.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of South Hackensack that the following transfers in the 2017 Budget Appropriations are authorized:

<u>Account</u>	<u>From</u>	<u>To</u>
Mayor and Township Committee		
Salaries and Wages		\$ 3,100
Legal Services		
Other Expenses		12,000
Planning Board		
Salaries and Wages		3,000
Police Department		
Salaries and Wages		108,700
Other Expenses	\$ 40,000	
Police Dispatch/911		
Salaries and Wages	25,000	
Streets and Road Maintenance		
Salaries and Wages	78,000	
Other Expenses		12,000
Buildings & Grounds		
Other Expenses		2,000
Water		2,000
Public Employees Retirement System	-	200
	<u>\$ 143,000</u>	<u>\$ 143,000</u>

Motion:
Second:
Roll Call Vote:
December 28, 2017

ATTEST:

Donna L. Gambutti, Municipal Clerk

Frank Cagas, Mayor

.....
Resolution No. 2017 - 203 – Payment of Bills –December 28, 2017 - \$202,503.35

WHEREAS there has been presented to the Mayor and Council of the Township of South Hackensack, the attached list of invoices requesting payment of the work, labor, services and materials supplied to the Township and;

WHEREAS said list and certification specify the exact line item in the Budget or Ordinance to be charged therewith;

NOW THEREFORE BE IT RESOLVED that payment of said invoices is hereby approved and authorized and the Chief Financial Officer is hereby approved and directed to draw

warrants in payment thereof, same to be signed by the proper officials of the Township who are hereby authorized to sign same, and;

BE IT RESOLVED that certification of the Chief Financial Officer of the availability of funds therefore shall be attached to the original copy of the Resolution and both ;are kept in the files of the Municipal Clerk.

Consent Agenda Resolution No. 2017-12A

Date: December 28th, 2017

ATTEST:

APPROVED:

Donna L. Gambutti, Township Clerk

Frank Cagas, Mayor

The undersigned, being the Chief Financial Officer for the Township of South Hackensack, County of Bergen, New Jersey, and the person charged with the responsibility of maintaining financial records of said Township in accordance with N.J.S.A. 40:4-578 and the rules of the local Finance Board of the State of New Jersey adopted thereunder, does hereby certify that there are adequate funds available for the payment of the attached list of invoices, duly adopted by said Township and which said list indicates the specific line item of said budget to which expenditures shall be charged.

Christopher W. Eilert

Christopher W. Eilert, CFO

December 21, 2017
HACKENSACK
04:18 PM
Check Date

TOWNSHIP OF SOUTH
Page No: 1
Check Register By

Range of Checking Accts: First to Last Range of Check
Dates: 12/15/17 to 12/31/17

Report Type: All Checks Report Format: Super
Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

=====

Check #	Check Date	Vendor	Amount Paid
Reconciled/Void	Ref Num		

COAH

COAH DEVELOPERS ACCT

188 12/28/17 CLARK005 CLARKE CATON HINTZ 1,202.56
2155

Checking Account Totals	Paid	Void	Amount Paid
Amount Void	----	----	-----

Checks:	1	0	1,202.56
0.00			
Direct Deposit:	0	0	0.00
0.00			
=====	=====	=====	=====
Total:	1	0	1,202.56
0.00			

DEV DEVELOPERS & ESCROW CASH
2077 12/28/17 ROTHILLC ROTHMAN REALTY I LLC 4,500.00
2154

Checking Account Totals	Paid	Void	Amount Paid
Amount Void	----	----	-----

Checks:	1	0	4,500.00
0.00			
Direct Deposit:	0	0	0.00
0.00			
=====	=====	=====	=====
Total:	1	0	4,500.00
0.00			

GENERAL ACCOUNT

15588	12/29/17	ADS01	ACTION DATA SERVICES, CORP	200.88
2152				
15589	12/29/17		Alignment Check	
VOID				
15590	12/29/17	BRU01	GARY BRUGGER	100.00
2152				
15591	12/29/17	COL01	COLONNELLI BROS. INC	33,127.00
2152				
15592	12/29/17	DONNA	DONNA GAMBUTTI	179.73
2152				
15593	12/29/17	EVELY010	EVELYN SCOTT	29.99
2152				
15594	12/29/17	GRA10	GRAINGER, INC.	1,399.49
2152				
15595	12/29/17	GSH01	G & S HARDWARE & SUPPLY, CORP.	1,230.59
2152				
15596	12/29/17	HAN01	HANNA KRAUSE CHOCOLATES, INC.	37.19
2152				

15597	12/29/17	HUD01	HUDSON TIRE EXCHANGE, INC	257.00
2152				
15598	12/29/17	JERSE005	JERSEY TRACTOR TRAILER	790.00
2152				
15599	12/29/17	NESTL005	NESTLE WATERS NORTH AMERICA	159.58
2152				
15600	12/29/17	NJS02	NJSEA	490.68
2152				
15601	12/29/17	NOR10	NO NJ TEAMSTERS BENEFIT PLAN	16.00
2152				
15602	12/29/17	PIT01	PITNEY BOWES INC (supplies)	116.43
2152				
15603	12/29/17	POLIC005	PoliceOne.com	225.00
2152				
15604	12/29/17	PSE01	P S E & G	4,235.75
2152				
15605	12/29/17	ROTHILLC	ROTHMAN REALTY I LLC	2,649.51
2152				
15606	12/29/17	SSCAN005	S Scanlon Contractors	750.00
2152				
15607	12/29/17	STA04	STANDARD INSURANCE CO., CORP.	176.05
2152				
15608	12/29/17	STA07	STAPLES ADVANTAGE, INC.	81.19
2152				
15609	12/29/17	STONE005	STONE BROOK GARDEN CENTER	230.00
2152				
15610	12/29/17	SUEZW005	SUEZ WATER NEW JERSEY	293.00
2152				
15611	12/29/17	TOT04	TOTER/WASTEQUIP LLC	7,324.55
2152				
15612	12/29/17	VIG01	VIGILANTI ELECTRIC INC	265.00
2152				
15613	12/29/17	WEEPI005	WEeping PINES LANDSCAPING	1,245.00
2152				

December 21, 2017
 HACKENSACK
 04:18 PM
 Check Date

TOWNSHIP OF SOUTH
 Page No: 2
 Check Register By

Check #	Check Date	Vendor	Amount Paid
Reconciled/Void	Ref Num		

GENERAL ACCOUNT	Continued		
Checking Account Totals	Paid	Void	Amount Paid
Amount Void	----	----	-----

0.00	Checks:	25	1	55,609.61
0.00	Direct Deposit:	0	0	0.00
		=====	=====	=====
0.00	Total:	25	1	55,609.61

GENERAL CAPITAL GENERAL CAPITAL INTERCHANGE
 1768 12/28/17 BOS01 BOSWELL ENGINEERING, INC. 475.00
 2153

Checking Account Totals	Paid	Void	Amount Paid
Amount Void	----	----	-----
0.00	Checks:	1	0
0.00	Direct Deposit:	0	0
		=====	=====
0.00	Total:	1	0

WIRE TRACKING WIRE TRANSACTIONS
 11343 12/21/17 SHT01 SOUTH HACKENSACK TOWNSHIP 133,820.88
 2150
 11344 12/21/17 SHP01 SO HACKENSACK PAYROLL AGENCY 6,895.30
 2151

Checking Account Totals	Paid	Void	Amount Paid
Amount Void	----	----	-----
0.00	Checks:	2	0
0.00	Direct Deposit:	0	0
		=====	=====
0.00	Total:	2	0

Report Totals	Paid	Void	Amount Paid
Amount Void	----	----	-----
0.00	Checks:	30	1

0.00

0.00

December 21, 2017
HACKENSACK
04:18 PM
Check Date

TOWNSHIP OF SOUTH
Page No: 3
Check Register By

Totals by Year-Fund

Fund Description			Fund	Budget	Total	Revenue
Total	G/L	Total	Total			

CURRENT FUND		7-01	189,001.24
0.00	0.00	189,001.24	

0.00	0.00	C-04	475.00
		475.00	

0.00	0.00	4,500.00	D-05	4,500.00
------	------	----------	------	----------

0.00	0.00	G-02	7,324.55
		7,324.55	

0.00	0.00	V-28	1,202.56
		1,202.56	

0.00	Total Of All Funds:	202,503.35
0.00	202,503.35	

**Resolution No. 2017- 204 Redemption of Tax Sale Certificate No. 17-00001
42 Agar Place – Block 7.01 Lot 5**

WHEREAS, Clear Skies Title Agency Limited has an interest in the property at 42 Agar Place known as Block 7.01 Lot 5 - has provided the moneys for redemption of Tax Sale Certificate No 17-00001,

WHEREAS, the lienholder, Rothman Realty I LLC has agreed to the amount of the redemption,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of South Hackensack, County of Bergen that the redemption moneys of \$2649.51 along with a \$4500 Premium from the Developers Account to be paid to Rothman Realty I LLC (ROTHILLC) – 411 Grand Avenue Englewood, NJ 07631.

Approved:

Attest:

Frank Cagas, Mayor

Donna L. Gambutti, Municipal Clerk

Consent Agenda Resolution No. 2017-12A
Date: December 28, 2017 – Special Meeting

Resolution No. 2017- 205 Appoint Recreation Department Aide

BE IT RESOLVED by the Township Committee of the Township of South Hackensack that the following be and are hereby appointed to the Recreation Department for the year 2017:

Recreation Aide: Jeff Badre- Effective November 9, 2017

Consent Agenda Resolution No. 2017-12A

Date: December 28, 2017

Resolution No. 2017- 206 Authorize ADS (2) year Contract for Payroll Services

WHEREAS Action Data Services (ADS) prepares and processes weekly payroll and related payroll services for the Township of South Hackensack; and

WHEREAS in correspondence dated December 19, 2017 ADS will provide payroll and accounting services to the Township of South Hackensack according to the price menu page 3 of the contract, and

WHEREAS the Township Committee considered the recommendation of the Financial Assistant at its meeting held on December 28, 2017 to remain with ADS,

NOW THEREFORE BE IT RESOLVED that by signing this contract, the Township of South Hackensack will comply with and be bound by the rules of the National Automated Clearing House Association, agree not to originate entries that violate the laws of the United States, and that South Hackensack offers the right of the ODFI/TPS to audit the Originator's compliance with the Origination Agreement and the NACHA rules, and

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Township Committee of the Township of South Hackensack, County of Bergen, New Jersey and Action Data Services enter into a (2) year contract with commencement date of January 1, 2018 ending December 31, 2019 and to maintain the current pricing structure on all services for two (2) years and if either party does not terminate in writing ninety (90) days prior to the termination date, then this contract will renew for an additional one (1) year term ending on December 31, 2018.

Consent Agenda Resolution No. 2017-12A

Date: December 28, 2017

RESOLUTION NO. 2017- 207

AUTHORIZING AND GRANTING NINE SICK DAYS TO DPW WORKER AUSTIN JENNING'S SICK BANK

WHEREAS, Austin Jennings (Jennings) is employed by the Township of South Hackensack (Township) as a laborer for its Department of Public Works (DPW); and

WHEREAS, Jennings suffered a work related injury that caused him to utilize sick days as well as receive Worker's Compensation benefits; and

WHEREAS, the Township analyzed the sick days deducted from Jennings' sick bank and Worker's Compensation benefits received and determined that Jennings should receive a credit of nine (9) days to his sick bank and recommends that the Township Committee grant the same.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of South Hackensack that Austin Jennings be and is hereby granted nine (9) sick days to his sick day bank and that the municipal records and his personnel file be adjusted to reflect the same.

Consent Agenda 2017-12A
December 28, 2017

ATTEST

Donna L. Gambutti, Township Clerk

Frank Cagas, Mayor