

**MINUTES OF THE JANUARY 22, 2020
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on January 22, 2020 beginning at 8:40pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated that the following members were present Mayor Michael Serra, Council President Ekamon Venin, Councilwomen Jennifer Polidori and Terri Reicher, Councilmen William Baig, Erik DeLine, and Frank Jaconetta.

Also present was Joseph MacMahon, Borough Attorney, and Elizabeth Brandsness, Municipal Clerk.

The purpose of the closed session was to discuss a personnel matter.

Mayor Serra stated the purpose for the meeting was to discuss the ongoing health issues for the Borough Attorney. Mayor Serra commented on some of the areas where the Borough may need some legal assistance.

Mayor and Council discussed the hiring of a temporary attorney if needed along with the process for retrieving files; no action to be taken at this time.

Motion moved by Councilwoman Reicher, second by Councilwoman Polidori to open the Meeting at 8:45pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:



ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

Date: January 22, 2020

**MINUTES OF THE FEBRUARY 12, 2020
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on February 12, 2020 beginning at 9:42pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated that the following members were present Mayor Michael Serra, Council President Ekamon Venin, Councilwomen Jennifer Polidori and Terri Reicher, Councilmen William Baig, Erik Delaine, and Frank Jaconetta.

Also present was Joseph MacMahon, Borough Attorney, Kevin Boyle, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

The purpose for the closed session was to discuss a negotiation and personnel matter.

Mayor Serra provided an update for a proposed redevelopment project and stated at this time the project is moving forward. Mayor Serra stated the development plans are evolving and subject to change. As part of the Redevelopment process, the Governing Body discussed parking in the Pond Hole/Municipal Lot and the need to make repairs to the drainage system within the lot.

Mayor and Council discussed financial and bonding aspects for the projects. Councilwoman Reicher noted the development process should also include input from the Borough Administrator and financial consultants.

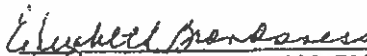
Councilwoman Reicher commented on the terms for the settlement agreements for two employees within the Police Department and questioned whether the terms of the agreement were confidential. Mr. Boyle replied the terms in the agreement are confidential.

Motion moved by Councilwoman Reicher, second by Councilman Venin to open the Meeting at 10:00pm. All voted in favor of the motion.

APPROVED: 

MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK
Date: February 12, 2020

**MINUTES OF THE MARCH 11, 2020
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on March 11, 2020 beginning at 9:15pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated that the following members were present Mayor Michael Serra, Council President Ekamon Venin, Councilwoman Terri Reicher, Councilmen William Baig, Erik DeLine, and Frank Jaconetta. Councilwoman Jennifer Polidori was excused from the meeting.

Also present was David Ruitenberg, Borough Attorney, Kevin Boyle, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

The purpose for the closed session was to discuss negotiations.

Mayor Serra provided some information for a pending contract and questioned whether Council was in favor of moving forward. After a brief discussion, Council was in agreement to proceed.

Motion moved by Councilwoman Reicher, second by Councilman Venin to open the Meeting at 9:20pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK
Date: March 11, 2020

**MINUTES OF THE MARCH 25, 2020
SPECIAL CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Special Closed Session Meeting of the Pompton Lakes Mayor and Council, which was held on March 25, 2020 beginning at 6:30pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

Mayor Serra read the Open Public Meeting Law Statement of Compliance.

A roll call indicated that the following members were present Mayor Michael Serra, Council President Ekamon Venin, Councilwoman Jennifer Polidori, Councilmen Frank Jaconetta and Erik DeLine. Councilwoman Terri Reicher and Councilman William Baig were present via telephone conference.

Also present was Kevin Boyle, Borough Administrator, and Elizabeth Brandsness, Municipal Clerk.

MEETING OPEN FOR PUBLIC COMMENTS:

Motion moved by Councilman Venin, second by Councilman DeLine to open the Meeting for Public Comments. All voted in favor.

There were no members of the public present at the meeting.

Motion moved by Councilman DeLine, second by Councilwoman Polidori to close the Meeting for Public Comments. All voted in favor.

RESOLUTION TO ADJOURN INTO CLOSED SESSION:

Motion moved by Councilman DeLine, second by Councilman Venin to adjourn into Closed Session at 6:31pm. All voted in favor of the motion.

BE IT HEREBY RESOLVED, pursuant to N.J.S.A. 10:4-13 and N.J.S.A. 10:4-12, that the Mayor and Council of the Borough of Pompton Lakes hold Closed Session regarding personnel matters. It is expected that the discussions undertaken in Closed Session on March 25, 2020 be made public at the time official action is taken by the Mayor and Council to release same.

Mayor Serra stated the purpose for the meeting was to discuss personnel matters.

Mayor Serra commented on Police staffing and possible promotions within the Police Department and stated one position would be for Sergeant and one position for Lieutenant. Mayor Serra stated Council would have the opportunity to interview and present questions to the candidates eligible for the positions.

The candidates for Sergeant, Patrol Officers Mark Stinnard and Daniel Cottrell provided a brief background and responded to questions by the Mayor and Council.

The candidates for Lieutenant, Sergeants Anthony Rodriguez, Jonathan Williams and Joseph Ruffo also provided a brief background and responded to questions by the Mayor and Council.

Mayor and Council questioned the candidates as to their interaction within the department, initiatives and goals, managing the budget, and resolving conflict.

Chief Clark offered some input and commented on the candidates as to their performance and achievements.

After discussions, Council agreed to move forward with the promotions.

Motion moved by Councilwoman Polidori, second by Councilman Venin to open the meeting at 7:26pm. All voted in favor of the motion.

Mayor Serra reported in Closed Session there were discussions on personnel promotions within the Police Department.

ADJOURNMENT:

Motion moved by Councilman DeLine, second by Councilman Venin to adjourn the meeting at 7:27pm. All voted in favor.

APPROVED:



MAYOR MICHAEL SERRA

ATTEST:



ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

Date: March 25, 2020

**MINUTES OF THE NOVEMBER 11, 2020
SPECIAL CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Special Closed Session Meeting of the Pompton Lakes Mayor and Council, which was held on November 11, 2020 beginning at 6:03pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

Mayor Serra read the Open Public Meeting Law Statement of Compliance.

A roll call indicated that the following members were present: Mayor Michael Serra, Council President Ekamon Venin, Councilwomen Maria Kent and Jennifer Polidori, Councilmen William Baig and Erik DeLine. Councilwoman Terri Reicher was present via telephone conference.

Also present was David Ruitenberg, Borough Attorney, Kevin Boyle, Borough Administrator, and Elizabeth Brandsness, Municipal Clerk.

MEETING OPEN FOR PUBLIC COMMENTS:

Motion moved by Councilman DeLine, second by Councilman Venin to open the Meeting for Public Comments. All voted in favor.

There were no members of the public present at the meeting.

Motion moved by Councilwoman Polidori, second by Councilwoman Reicher to close the Meeting for Public Comments. All voted in favor.

RESOLUTION TO ADJOURN INTO CLOSED SESSION:

Motion moved by Councilman DeLine, second by Councilman Venin to adjourn into Closed Session at 6:04pm. All voted in favor of the motion.

BE IT HEREBY RESOLVED, pursuant to N.J.S.A. 10:4-13 and N.J.S.A. 10:4-12, that the Mayor and Council of the Borough of Pompton Lakes hold Closed Session regarding personnel matters. It is expected that the discussions undertaken in Closed Session on November 11, 2020 be made public at the time official action is taken by the Mayor and Council to release same.

Mayor Serra stated the purpose for the meeting was to discuss personnel matters.

Mayor Serra stated Council would have the opportunity to interview and present questions for the hiring of new Patrol Officer within the Police Department.

The candidate, Majer Biokua provided a brief background and responded to questions by the Mayor and Council regarding interaction within the community, initiatives and goals, and resolving conflict.

Chief Clark offered some input for the candidate and commented on past performance, work ethics and achievements. Chief Clark concluded and stated he supports the hiring of Majer Biokua.

After discussions, Council agreed to move forward with appointing of Majer Biokua for the position of Patrol Officer.

Motion moved by Councilwoman Polidori, second by Councilman Venin to open the meeting at 6:23pm. All voted in favor of the motion.

Mayor Serra reported during Closed Session Mayor and Council discussed the hiring of a Patrol Officer for the Police Department.

MOTION

Motion moved by Councilman DeLine, seconded by Councilman Venin to Approve Resolution No. 20-18

Roll Call: Councilman Baig yes, Councilman DeLine yes, Councilwoman Kent, yes, Councilwoman Polidori, yes, Councilwoman Reicher, yes Councilman Venin, yes.

RESOLUTION NO. 20-218**AUTHORIZING THE APPOINTMENT OF A POLICE OFFICER TO THE POMPTON LAKES POLICE DEPARTMENT – Majer Biokua**

WHEREAS, the Borough of Pompton Lakes Police Department is in need of officers to fill a number of vacancies in the ranks; and

WHEREAS, the New Jersey Civil Service Commission advertised and tested for the position of Police Officer; and

WHEREAS, the Pompton Lakes Police Department has undertaken background investigations, physical and psychological evaluations of potential candidates to fill these vacancies; and

WHEREAS, based upon that information and a formal interview it is the recommendation of the Chief of Police, Borough Administrator and Investigating Committee that the following candidate be appointed to the position of Police Officer under the Rules and Regulations of the New Jersey Civil Service Commission and the current collective bargaining agreement between the P.B.A. and the Borough of Pompton Lakes;

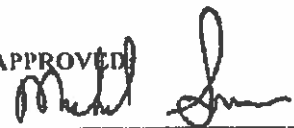
Majer Biokua

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Pompton Lakes, County of Passaic, State of New Jersey that it hereby confirms the appointment of the above named individuals to the position of Police Officer with the Pompton Lakes Police Department effective November 11, 2020.

ADJOURNMENT:

Motion moved by Councilman DeLine, second by Councilman Venin to adjourn the meeting at 6:28pm. All voted in favor.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK
Date: November 11, 2020

**MINUTES OF THE OCTOBER 27, 2021
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on October 27, 2021 beginning at 8:36pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated that the following members were present Mayor Michael Serra, Council President Erik DeLine, Councilwomen Maria Kent, Jennifer Polidori and Terri Reicher (via telephone), Councilmen William Baig and Ekamon Venin.

Also present was Dave Ruitenbergh, Borough Attorney, Kevin Boyle, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mayor Serra stated the purpose for the meeting was to discuss a personnel matter regarding a part time employee.

Mr. Ruitenbergh stated the employee was provided a RICE notice. Mr. Ruitenbergh commented on an incident that involved the employee and stated as a result of his actions during the noted incident the employee would face disciplinary actions. Mr. Ruitenbergh stated at this time he would recommend ~~the employee be terminated from his position as a part time employee.~~

During discussions, Mr. Ruitenbergh noted ~~the employee was provided a RICE notice.~~ Mr. Ruitenbergh recommended the Governing Body take action to ~~terminate the employee from his position as a part time employee.~~

ATTORNEY-
CLIENT
PRIVILEGED
MATERIAL

After a lengthy discussion to determine the appropriate action, the Governing Body determined the employee shall be required to:

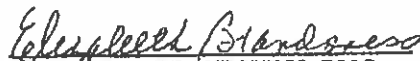
- resign from part time position within the Borough;
- resign from any Borough committee appointments;
- refrain from participating as a Borough volunteer at Borough sponsored activities for a period of six (6) months; and
- attend at least two (2) hours of diversity, bias and inclusion training at his expense before being permitted to resume volunteer activities.

Motion moved by Councilman DeLine, second by Councilman Baig to open the Meeting at 9:15pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE MARCH 9, 2022
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on March 9, 2022 beginning at 8:40pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen William Baig, Bobby Cruz, Erik DeLine and Ekamon Venin.

Also present was Mark Semeraro, Borough Attorney, Kevin Boyle, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mayor Serra stated the purpose for the meeting was to discuss Personnel and Attorney Client Privilege.

Mayor Serra commented on the retirement of the Borough Administrator, Kevin Boyle and stated Council President Polidori, Councilman DeLine and I have begun the interview process for a replacement for the position. Mayor Serra stated a candidate has been selected for consideration and provided Council with a copy of the resume.

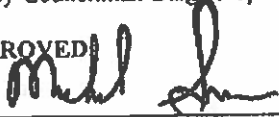
Mayor and Council discussed the candidate's past experience, qualifications and interaction expected with the position. Mayor Serra noted the candidate is available to begin employment on May 9, 2022 and during the interview process a salary was established. Mayor and Council discussed the hiring of the candidate and were opposed to a contract. After further discussion, Council agreed to a job offer letter detailing compensation and benefits.

A Special Closed Session Meeting will be held prior to the next Council Meeting to give all Councilmembers the opportunity to meet with the candidate.

Mayor Serra stated there was a Personnel Committee meeting to discuss a new procedure for the hiring of Police Officers. Mayor Serra stated Police Chief Derek Clark presented details for a new program the State has implemented that allows for an alternate path for the hiring of Officers. Currently, the Borough of Pompton Lakes calls for a Civil Service test and the Borough must adhere to regulations when hiring or promoting a Police Officer. Civil Service allows for the program, Police Officers are Civil Service and the program encourages diversity in creating a larger pool of candidates to reflect the population within the community. Mayor and Council discussed the program as to benefits and concerns that may result from the program. Mayor Serra stated the State would be amending the program and additional information for the program would be forthcoming.

Motion moved by Councilman DeLine, second by Councilman Baig to open the Meeting at 9:15pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE MARCH 23, 2022
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on March 23, 2022 beginning at 6:00pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen William Baig, Bobby Cruz, Erik DeLine and Ekamon Venin.

Also present was Elizabeth Brandsness, Municipal Clerk.

Motion moved by Councilman Venin, and second by Councilman DeLine to Open the Meeting for public comments. All voted in favor of the motion.

No one from the public made comments.

Motion moved by Councilman DeLine, and second by Councilman Baig to Close the Meeting for public comments. All voted in favor of the motion.

CLOSED SESSION RESOLUTION:

Be it hereby resolved, pursuant to N.J.S.A.10:4-13 and 10:4-12, which the Mayor and Council of the Borough of Pompton Lakes hold Closed Session for the purpose of personnel matters, specifically the filling of the position of Borough Administrator, as permitted under the Open Public Meetings Act. It is expected that the discussions undertaken in Closed Session on this date can be made public at the time official action is taken by the Mayor and Council to release same.

Motion moved by Councilwoman Polidori, second by Councilman DeLine to adjourn into Closed Session. All voted in favor of the motion.

Mayor Serra stated the purpose for the meeting is to meet with a candidate to fill the position of Borough Administrator. Mayor Serra commented on the interview process and stated both Council President Polidori and Councilman DeLine had the opportunity to interview the final candidates seeking the position.

Mayor Serra stated this evening, Council would meet with the selected candidate, Paula Cozzarelli. Mayor Serra introduced Ms. Cozzarelli and requested she provide a brief background as to her past experiences.

Ms. Cozzarelli began by stating, she has been involved in Government and has 20 years of experience. Ms. Cozzarelli spoke about her responsibilities at prior communities she was employed with as well as past accomplishments and challenges she encountered as an Administrator. Ms. Cozzarelli stated currently she has a consulting business and she plans to terminate the clients.

Councilmembers continued with the employment interview and questioned Ms. Cozzarelli as to her knowledge, strengths and experience with duties associated with the day to day operations for the position of Borough Administrator. Council was in agreement, based on her resume and experience, Ms. Cozzarelli is a viable candidate for the position of Borough Administrator.

Motion moved by Councilman DeLine, second by Councilwoman Polidori to open the Meeting at 6:33pm. All voted in favor of the motion.

Mayor Serra stated a Personnel matter regarding filling the position of Borough Administrator was discussed.

Motion moved by Councilman Venin, second by Councilman Cruz to adjourn the Meeting at 6:33pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE MAY 25, 2022
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on May 25, 2022 beginning at 9:00pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen William Baig, Bobby Cruz, and Ekamon Venin. Councilman Erik DeLine was excused from the meeting.

Also present was Mark Semeraro, Borough Attorney, Paula Cozzarelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

The purpose for the meeting was to discuss Attorney Client Privilege matters and Borough Attorney, Mark Semeraro stated he would provide some guidance for a *public forum*. Mr. Semeraro stated

~~the following information is being provided for your information and should not be used for any other purpose.~~

ATTORNEY-
CLIENT
PRIVILEGED
MATERIAL

Mayor and Council discussed policy for communicating or displaying free speech messages and Mr. Semeraro

Mr. Semeraro stated

~~the following information is being provided for your information and should not be used for any other purpose.~~ Mr. Semeraro went on to say,

After discussions, Mayor and Council were in agreement to refrain from all public displays that convey expressive messages.

Mr. Semeraro stated

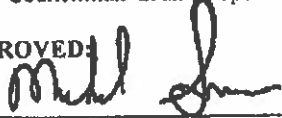
~~the following information is being provided for your information and should not be used for any other purpose.~~ Mr. Semeraro stated

Mr. Semeraro provided guidelines and regulations

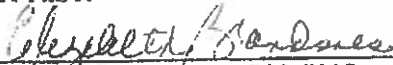
~~the following information is being provided for your information and should not be used for any other purpose.~~ Mr. Semeraro once again stated

Motion moved by Councilman Venin, second by Councilman Cruz to open the Meeting at 10:05pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE AUGUST 17, 2022
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on August 17, 2022 beginning at 9:53pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen William Baig, Bobby Cruz, Erik DeLine and Ekamon Venin.

Also present was Mark Semeraro, Borough Attorney, Paula Cozzarelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

The purpose for the meeting was to discuss negotiations in regards to the purchase of property – Block 7700 Lot 1.

Borough Administrator, Paula Cozzarelli stated she was contacted by Alan Heimall, the owner of Block 7700 Lot 1 in regards to an incident that occurred on his property dating back to May 22, 2019. Ms. Cozzarelli provided the details for the incident and stated Mr. Heimall contacted the Police Department to report trespassing on his property. The Police incident report stated a contractor/excavator (DMK) hired by the Borough to clear debris from the rivers entered his property without permission and the heavy equipment the contractor was operating damaged his property. Mr. Heimall reported the incident to the Department of Environmental Protection and a Notice of Violation was issued to the Borough. Ms. Cozzarelli stated the Borough did attempt to rectify the issue and restore the area but Mr. Heimall would not permit the contractor to enter on to his property.

Ms. Cozzarelli stated Mr. Heimall also discussed the possibility of the Borough purchasing Block 7700 Lot 1. Mr. Heimall presented an assessed value that dated back to 2006. Ms. Cozzarelli stated a recent assessment put the property at a lower value and offered to further discuss with the Governing Body an agreeable purchase price.

Mayor and Council expressed concerns for the Notice of Violation and the possibility of future fines being imposed. Mayor and Council further discussed an agreeable purchase price, the possibility of the Department of Public Works restoring the area of property damaged during the trespassing incident, and/or the option to purchase the property along with a settlement agreement.

Motion moved by Councilwoman Polidori, second by Councilman Cruz to open the Meeting at 10:30pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE OCTOBER 26, 2022
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on October 26, 2022 beginning at 9:00pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen William Baig, Bobby Cruz, Erik DeLine and Ekamon Venin.

Also present was Mark Semeraro, Borough Attorney, Paula Cozzarelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

The purpose for the meeting was to discuss negotiations in regards to the purchase of a home located at 322 Broadway / Block 5800 Lot 7.

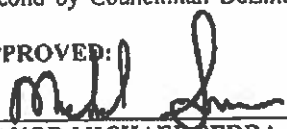
Borough Administrator, Paula Cozzarelli stated the homeowner for the property located at 322 Broadway (Block 5800 / Lot 7) recently passed away and the family contacted her to inquiry whether the Borough would be interested in purchasing the property. Ms. Cozzarelli provided some details for the home and stated she, along with Mayor Serra, toured the home that has a local Historic Designation. Ms. Cozzarelli stated the character and history for the home is well preserved. The assessed value for the home is \$436,600.00 and the listing price is \$546,000.00.

Mayor and Council discussed their options as to grant opportunities available towards the purchase of the property and determined the timeline did not allow for grant funding. Discussions continued as to possible use for the property, adhering to building and structure compliance as a historic designation as well as costs for maintaining the home and grounds.

Ms. Cozzarelli noted the family is prepared and are ready to take immediate action to sell the home. Mayor and Council continued to consider their options and agreed not to move forward with the purchase of the property at this time. Mayor and Council will continue to monitor the sale of the home.

Motion moved by Councilwoman Polidori, second by Councilman DeLine to open the Meeting at 9:15pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE DECEMBER 7, 2022
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on December 7, 2022 beginning at 8:55pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen William Baig, Bobby Cruz, and Erik DeLine. Councilman Ekamon Venin was excused from the meeting.

Also present was Mark Semeraro, Borough Attorney, Paula Cozzarelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

The purpose for the meeting was to discuss attorney client privilege, tax appeals and bank restoration – Block 7700 Lot 1.

Borough Attorney, Mark Semeraro commented on tax appeals and stated 7 tax appeals were filed. Mr. Semeraro provided some input ~~_____~~ Mr. Semeraro stated ~~_____~~ Mr. Semeraro commented on ~~_____~~ Mr. Semeraro noted ~~_____~~ Mr. Semeraro stated ~~_____~~

ATTORNEY-
CLIENT
PRIVILEGED
MATERIAL

Mr. Semeraro stated he has drafted ordinances for review by the Mayor and Council for the upcoming January Council Meeting. Mr. Semeraro provided copies of the ordinances to the Mayor and Council and they briefly discussed the following drafted ordinances:

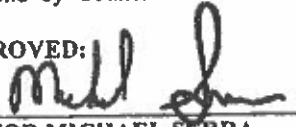
- pile driving and regulations for demo activity
- permitting for parks
- boat launch fees – organizations and event groups
- business and landlord insurance registration – DCA regulations and payment of taxes

Mayor and Council discussed an ongoing issue dating back to May 22, 2019 and a violation issued to the Borough by the Department of Environmental Protection that resulted from a Borough contractor (DMK) who trespassed on a property (Block 7700 Lot 1) owned by Alan Heimall. Ms. Cozzarelli provided an update and stated she had made arrangements with the Superintendent of the Department of Works, Dan O'Rourke to meet Mr. Heimall on the property to remove the debris from his property. Ms. Cozzarelli stated it was her understanding a Resolution to authorize an access agreement for the property was done in April 2022. Ms. Cozzarelli stated this would be the first stage of addressing the issue and a restoration plan was forthcoming. Mayor and Council discussed the damage that occurred to his property and the Notice of Violation that was issued by the Department of Environmental Protection.

Mayor and Council expressed concerns for the Notice of Violation and the possibility of future fines being imposed. Mayor and Council discussed an agreeable solution to resolve the matter, an established restoration plan and/or the option to purchase the property/settlement agreement.

Motion moved by Councilwoman Polidori, second by Councilman Cruz to open the Meeting at 9:50pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE JANUARY 11, 2023
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on January 11, 2023 beginning at 8:50pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen William Baig, Bobby Cruz, Ekamon Venin, and Erik DeLine.

Also present were Mark Semeraro, Borough Attorney, Paula Cozzarelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mayor Serra stated the purpose for the Closed Session Meeting was to discuss contract negotiations / attorney professional services. Mayor Serra stated Councilmembers have the opportunity to voice their concerns for fees and invoicing by the Borough Attorney, Mark Semeraro and his firm Decotiis, Fitzpatrick, Cole, & Giblin, LLP.

Councilman DeLine began the discussions by comparing the 2021 to 2022 yearly attorney fees. Councilman DeLine noted there was an increase in the 2022 yearly attorney fees and questioned the fees associated with opening emails.

Mr. Semeraro offered insight as to invoicing and billable attorney services for his firm. Mr. Semeraro stated he would review past invoicing to determine viable services and billable fees.

Councilwoman Polidori commented on the various attorneys within the firm along with the number of hours they each provided and questioned whether a para-legal could assume some of the workload to reduce the billable rate. Mr. Semeraro responded and explained the duties of a para-legal as well as experience / expertise and stated this would not be cost efficient. Councilwoman Polidori cited concerns with past research and billable fees for the services.

Mr. Semeraro commented on the professional legal services Decotiis, Fitzpatrick, Cole, & Giblin, LLP provides and stated the monthly invoicing includes general professional services along with tax appeals and labor services. Mr. Semeraro further explained the components for the invoicing, the various types of research the law firm provides and blended rates for billable services.

Mayor and Council discussed past invoicing and legal fees involving Redevelopment projects that were billed to the Borough and questioned why the services were not charged through the project's escrow. Borough Administrator, Paula Cozzarelli also noted past invoicing included questionable charges for Redevelopment projects. Mr. Semeraro provided his role related to Redevelopment and stated additional professional services were required for a Redevelopment project; legal services for an easement agreement.

Mayor and Council continued to discuss invoicing, professional services, and billable escrow fees. After further discussions, Council agreed to have Mr. Semeraro and Ms. Cozzarelli review the past invoicing to determine whether professional legal services were separated, charged to the appropriate accounts, and the adjustments are reflected in the invoices. Moving forward, future invoicing are to be reviewed by Mr. Semeraro to assure the invoicing is accurate and applied to the correct accounts.

Mayor and Council requested the appointment for the Borough Attorney be postponed to the January 25, 2023 Regular Council Meeting to resolve past billing concerns. Council to receive Request for Qualifications for Borough Attorney.

Motion moved by Councilwoman Kent, second by Councilman DeLine to open the Meeting at 10:10pm. All voted in favor of the motion.

APPROVED


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE JANUARY 25, 2023
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on January 25, 2023 beginning at 5:30pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen William Baig, Bobby Cruz, Ekamon Venin, and Erik DeLine.

Also present were Mark Semeraro, Borough Attorney, Paula Cozzarelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

MEETING OPEN FOR PUBLIC COMMENTS:

Motion moved by Councilman Venin, second by Councilman Cruz to open the Meeting for Public Comments. All voted in favor.

There were no members of the public present at the meeting.

Motion moved by Councilman Venin second by Councilwoman Polidori to close the Meeting for Public Comments. All voted in favor.

RESOLUTION TO ADJOURN INTO CLOSED SESSION:

Motion moved by Councilman Cruz, second by Councilman Baig to adjourn into Closed Session at 5:32pm. All voted in favor of the motion.

BE IT HEREBY RESOLVED, pursuant to N.J.S.A. 10:4-13 and N.J.S.A. 10:4-12, that the Mayor and Council of the Borough of Pompton Lakes hold Closed Session regarding contract negotiations / professional services. It is expected that the discussions undertaken in Closed Session on January 25, 2023 be made public at the time official action is taken by the Mayor and Council to release same.

Mayor Serra stated the purpose for the Closed Session Meeting was to discuss contract negotiations / professional services.

The following Professionals submitted a Request for Proposal and were selected to be interviewed by Mayor and Council:

- Hundertmark Agency, Inc / Risk Manager
- Wielkottz & Company, LLC / Auditor
- GJEM/Otterstedt / Risk Manager
- Samuel Klein and Company, LLP / Auditor

Each professional presented a brief background as to past experiences and qualifications as well as the professional services their company can offer / provide for the Borough.

Risk Manager -- Hundertmark Agency, Inc. -- Craig Josephson

Mr. Josephson stated his company, Hundertmark Agency, is a family owned business and has been the Risk Manager provider since 1996. Mr. Josephson briefly spoke of the Joint Insurance Fund structure and the services his company has provided. Mr. Josephson stated he oversees liability incidents, workers comp and insuring Borough structures and property located in flood areas.

Council discussed mandated employment training and questioned whether staff training and videos were provided to employees in the past; Mr. Josephson responded he did not plan or organize safety training for staff.

Auditor -- Wielkottz & Company, LLC -- James Cerullo

Mr. Cerullo began his presentation and advised the Governing Body as to the number of communities they service and stated his firm became the Borough Auditor in 1979.

Ms. Cozzarelli expressed concerns with past finance transactions and stated she had a conversation with Mr. Cerullo and he attributed some of the past issues to staffing and limited hours for a CFO. Mr. Cerullo spoke about past Audit comments and stated the process involves test checks of expenditures and encumbering. Mr. Cerullo commented on the AA Positive Borough Rating and noted past flooding incidents, costs for health insurance, contract salaries, taxes and the Payment in Lieu of Tax program impact the Budget.

Risk Manager – GJEM/Otterstedt Insurance Agency- Ezio Altamura / Joseph Gentile / Randal May

Mr. Altamura stated Otterstedt Agency has been in business for 108 years and there are several office locations within New Jersey. Mr. Altamura referenced their involvement in the MEL/JIF and assured the Governing Body they would evaluate the Borough's risks and assist in selecting and implementing the proper insurance plan and coordinate safety training.

Council questioned the appropriate coverage for properties in a flood area and Mr. Altamura responded there are layers of insurance coverage and after a risk evaluation the appropriate coverage would be determined. Mr. Altamura stated the Agency represents both large and smaller communities and administer risk management techniques, applications, assessments claims/losses and assist with certificate of insurance for vendors during event.

Auditor – Samuel Klein and Company, LLP – Joseph Faccone / Andrew Pascale

Mr. Faccone stated his firm, Samuel Klein and Company, LLP has six partners and 90% of the clients are municipal governments. Mr. Faccone explained the firm's fee structure and stated the fee is inclusive of their services with the exception of fees for a Bond Note or Sale.

Mayor and Council requested an explanation as to the process their firm applies during the Audit process. Mr. Faccone responded and stated the process includes a sampling of test vouchers and if there is a need the sampling would be expanded to address questions or concerns.

Mayor and Council concluded the interview process and compared qualifications for professional services for Risk Management. Mayor and Council voiced their concerns with past practices and the lack of safety training. After further discussions, Council agreed to move forward with a new Risk Manager.

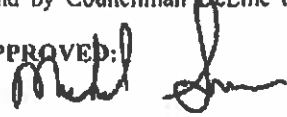
Mayor and Council assessed the qualifications for professional services for Auditor and concerns with the management of past finance transactions. Mayor and Council were split on the decision as to the selection of Auditor.

Motion moved by Councilwoman Polidori, second by Councilman Venin to open the meeting at 6:58pm. All voted in favor of the motion.

Mayor Serra reported during Closed Session Mayor and Council discussed the hiring for Professional Services – Risk Management and Auditor.

Motion moved by Councilwoman Kent, second by Councilman DeLine to adjourn the Meeting at 7:20pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE FEBRUARY 22, 2023
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on February 22, 2023 beginning at 8:45pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen William Baig, Bobby Cruz and Erik DeLine. Councilman Ekamon Venin was excused from the meeting.

Also present were Mark Semeraro, Borough Attorney, Paula Cozzarelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mayor Serra commented on a personnel matter that had occurred within the Police Department and stated ~~that a police officer was given a RICE notice as the result of a minor discipline.~~

PERSONNEL-
PRIVACY

Borough Administrator, Paula Cozzarelli commented on the discipline imposed by the Hearing Officer and stated the Mayor and Council, per Borough Code, are the Appropriate Authority to accept the findings and conclusions of the Hearing Officer. Ms. Cozzarelli stated the Mayor and Council were provided the Hearing Officer's determination respective of the charges and noted the Hearing Officer recommended the employee be suspended for three (3) working days, without pay.

Mayor and Council discussed the matter and were in agreement as to the determination and recommended discipline action.

Mayor and Council discussed a violation issued to the Borough by the Department of Environmental Protection that resulted from a Borough contractor (DMK) who trespassed on a property (Block 7700 Lot 1) owned by Alan Heimall dating back to May 22, 2019. Ms. Cozzarelli provided an update and stated she had contacted Mr. Heimall to advise him the Department of Environmental Protection approved a plan to restore his property and requested access to his property. Mr. Heimall has refused access to the property and insisted the property be restored and landscaped back to its original natural way. Ms. Cozzarelli stated during her conversation with the Department of Environmental Protection she was advised the status for the violation is an effective no further action and the property will remain a non-compliant site.

Mayor and Council expressed concerns for the Notice of Violation -- non-compliant status and the possibility of future consequences being imposed. Mayor and Council discussed costs for a restoration plan along with the option to purchase the property and an agreeable settlement. Borough Attorney, Mark Semeraro to contact Mr. Heimall to further explore a viable solution.

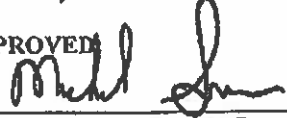
Mr. Semeraro provided some guidance as to ~~the process for the removal of a member from Redevelopment, expenditure of funds for professional fees, adopting a removal process as well as a residency requirement for members.~~ Mr. Semeraro stated ~~that the process for the removal of a member from Redevelopment, expenditure of funds for professional fees, adopting a removal process as well as a residency requirement for members.~~ Mr. Semeraro stated ~~that the process for the removal of a member from Redevelopment, expenditure of funds for professional fees, adopting a removal process as well as a residency requirement for members.~~

ATTORNEY-CLIENT
PRIVILEGED
MATERIAL

Mayor and Council discussed the process for the removal of a member from Redevelopment, expenditure of funds for professional fees, adopting a removal process as well as a residency requirement for members.

Motion moved by Councilwoman Polidori, second by Councilman DeLine to open the Meeting at 9:40pm. All voted in favor of the motion.

APPROVED


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE MARCH 22, 2023
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on March 22, 2023 beginning at 8:47pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen William Baig, Bobby Cruz, Erik DeLine and Ekamon Venin.

Also present were Mark Semeraro, Borough Attorney, Paula Cozzarelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Borough Attorney, Mark Semeraro stated he contacted Alan Heimall, owner of property (Block 7700 Lot 1) to discuss a mutual resolution/agreement for an ongoing matter involving his property. Mr. Semeraro discussed an appraisal for the property, the constraints within the Municipal Land Use Law and a fair market value offer for the property.

Ms. Cozzarelli stated she contacted the company that last appraised the property to request an updated appraisal for the land. Ms. Cozzarelli stated she was advised the process may take up to 30 days.

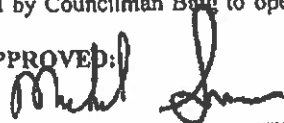
Mr. Semeraro provided an update to vacate the *right of way* designated as Locust Street adjacent to the Recycling Center for a proposed Veterans / Senior housing complex by the County. Mr. Semeraro stated the area in question would need to be reconfigured to accommodate Recycling operations and create a more efficient traffic flow within the Recycling Center. Mr. Semeraro suggested, when Locust Street is surveyed, that the new location of the Recycling Center is done at the same time.

Mr. Semeraro commented on shade tree, sidewalk and curb maintenance along with the Borough's exposure for liability under Title 59. Mr. Semeraro cautioned ~~the Borough does not have the~~ ~~liability for the sidewalk and curb maintenance and the Borough is not responsible for the~~ Ms. Cozzarelli recommended that a plan to evaluate sidewalks / curbing can be implemented. Mr. Semeraro to further review liability for the Borough.

ATTORNEY-CLIENT
PRIVILEGED
MATERIAL

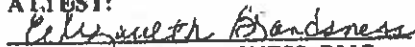
Motion moved by Councilman DeLine, second by Councilman Baig to open the Meeting at 9:18pm. All voted in favor of the motion.

APPROVED:



MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

1

1

2

Borough Attorney, Mark Semeraro stated he has had discussions with Alan Heimall, owner of property (Block 7700 Lot 1) for a mutual resolution/agreement for an ongoing matter involving his property. Mr. Semeraro stated an updated appraisal for the property remained the same as the last appraisal and the assessed value is \$5,000.00. Mr. Semeraro commented on the value of the property and the assessed value.

ATTORNEY-CLIENT
PRIVILEGED
MATERIAL

2

APPROVED: 

2

Elizabeth Brandsness
ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE MAY 24, 2023
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on May 24, 2023 beginning at 9:10pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen Bobby Cruz, Erik DeLine and Ekamon Venin. Councilman William Baig was excused from the meeting.

Also present were Guenther Waldrow, Borough Attorney, Paula Cozzarelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Paula Cozzarelli, Borough Administrator stated the purpose for the meeting was to discuss security within the Pompton Lakes School District. Ms. Cozzarelli stated the State of New Jersey has created a new class of Special Police Officers that are specifically trained for school security. The Board of Education has agreed to use the Special Class Officer III (SLEOIII) solely for the purpose of school security. Ms. Cozzarelli noted the duties for the Pompton Lakes Resource Officer assigned to the School District would remain the same.

Ms. Cozzarelli provided the terms and conditions for an agreement with the Board of Education and stated to properly cover Lincoln and Lenox Elementary, Lakeside Middle School and the High School six part time officers would be hired at an hourly rate to be determined. Both the Borough (Chief of Police) and the Board of Education would agree upon the appointment of the SLEOIII, hired by the Borough and assigned to Pompton Lakes School District. The SLEOIII would be subject to the Rules and Regulations of the Police Department and the Superintendent of the Board of Education would assign daily duties.

Mayor and Council discussed the costs for the hiring, training, equipment and uniforms totaling approximately \$54,200.00 and agreed to fund 50% of the costs and the School District to fund 50% of the costs. The Board of Education has agreed to fund the salary for the hired SLEOIII. The Governing Body continued to discuss policy, procedure, future costs and assignments for the SLEOIII.

Motion moved by Councilman DeLine, second by Councilman Venin to open the Meeting at 9:35pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE JUNE 14, 2023
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on June 14, 2023 beginning at 9:15pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen Bobby Cruz, Erik DeLine and Ekamon Venin. Councilman William Baig was excused from the meeting.

Also present were Mark Semeraro, Borough Attorney, Paula Cozzarelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mark Semeraro, Borough Attorney commented on an Ordinance 23-26 AMENDING AND SUPPLEMENTING CHAPTER 10, "ANIMAL CONTROL" OF THE MUNICIPAL CODE OF THE BOROUGH OF POMPTON LAKES that was introduced this evening (Prohibition on Sale of Dogs or Cats by Retail Pet Stores) and ~~commented on a motion to amend the Municipal Code of the Borough of Pompton Lakes to add a new section 10-26, "Prohibition on Sale of Dogs or Cats by Retail Pet Stores" to the Municipal Code of the Borough of Pompton Lakes.~~

ATTORNEY-CLIENT
PRIVILEGED
MATERIAL

Borough Attorney, Mark Semeraro stated he has been in negotiations with Alan Heimall regarding Block 7700 Lot 1 to discuss a mutual settlement agreement for an ongoing matter involving his property. Mr. Semeraro stated Mr. Heimall has requested \$15,000.00 for the property, provided the fair market value (appraisal \$5,000.00) and commented on the regulations within Municipal Land Use Law. Mayor and Council continued to discuss access to the property, the current Department of Environmental Protection classification that the property is non-compliant with a notation of no further action, restoration of the property, and funding for the settlement. After discussion, Mayor and Council agreed to settle the matter and purchase the property for \$15,000; \$5,000.00 to purchase land; \$10,000.00 settlement -- further discussions to follow to use \$5,000.00 from Open Space funding.

Motion moved by Councilman DeLine, second by Councilman Venin to open the Meeting at 9:29pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE AUGUST 16, 2023
SPECIAL CLOSED SESSION COUNCIL MEETING 6:30PM**

The following are the Minutes from a Special Closed Session Meeting of the Pompton Lakes Mayor and Council, which was held on August 16, 2023 beginning at 6:30pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

Mayor Serra read the Open Public Meeting Law Statement of Compliance.

A roll call indicated that the following members were present; Mayor Michael Serra, Council President Jennifer Polidori and Councilmen Bobby Cruz, Erik DeLine and Ek Venin. Councilwoman Maria Kent arrived to the meeting at 6:45pm.

Also present was Paula Cozzarelli, Borough Administrator, Derek Clark, Police Chief, and Elizabeth Brandsness, Municipal Clerk.

MEETING OPEN FOR PUBLIC COMMENTS:

Motion moved by Councilman Venin, second by Councilwoman Polidori to open the Meeting for Public Comments. All voted in favor.

There were no members of the public present at the meeting.

Motion moved by Councilman DeLine, second by Councilman Cruz to close the Meeting for Public Comments. All voted in favor.

RESOLUTION TO ADJOURN INTO CLOSED SESSION:

Motion moved by Councilwoman Polidori, second by Councilman Venin to adjourn into Closed Session at 7:00pm. All voted in favor of the motion.

BE IT HEREBY RESOLVED, pursuant to N.J.S.A. 10:4-13 and N.J.S.A. 10:4-12, that the Mayor and Council of the Borough of Pompton Lakes hold Closed Session regarding personnel matters. It is expected that the discussions undertaken in Closed Session on August 16, 2023 be made public at the time official action is taken by the Mayor and Council to release same.

Mayor Serra stated the purpose for the meeting was to discuss personnel matters and the hiring of a Police Officer. Mayor Serra stated the Police Department has an open position and Council would have the opportunity to interview the candidate this evening to fill the position.

Chief Clark provided some input as to past employment and stated the candidate, Celeste Torres, currently served as a Class II Special Officer in a neighboring town. Chief Clark went on to say, Ms. Torres is familiar with operations within the Police Department as she had been a Dispatcher and is trained in the processing of records, particularly OPRA procedures. Chief Clark also noted, Ms. Torres is bilingual and will be an asset when interacting with the Spanish community.

Ms. Torres provided a personal history as to her education, training and life/job experiences.

Mayor and Council questioned the candidate as to community policing, resolving conflict and interaction within the community particularly with the youth along with her skills.

Chief Clark provided additional comments on the candidate's performance, work ethics and stated she volunteered in the SLAP – Sheriff's Labor Assistance Program.

Mayor and Council remarked on her past experiences and after discussions, Council agreed to move forward with appointing Celest Torres, as per Senate Bill A3672, P.L.

2021, C. 406 (Alternate Route) to the Borough of Pompton Lakes Police Department as a Police Officer.

Motion moved by Councilman DeLine, second by Councilwoman Kent to open the meeting at 6:50pm. All voted in favor of the motion.

Mayor Serra reported during Closed Session Mayor and Council discussed the hiring of a Patrol Officer for the Police Department.

Motion moved by Councilwoman Polidori, seconded by Councilman Venin to adjourn meeting at 6:50.

APPROVED:



MAYOR MICHAEL SERRA

ATTEST:



ELIZABETH BRANDSNESS, RMC

MUNICIPAL CLERK

Date: August 16, 2023

**MINUTES OF THE AUGUST 30, 2023
SPECIAL CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Special Closed Session Meeting of the Pompton Lakes Mayor and Council, which was held on August 30, 2023 beginning at 6:03pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

Mayor Serra read the Open Public Meeting Law Statement of Compliance.

A roll call indicated that the following members were present; Mayor Michael Serra, Council President Jennifer Polidori and Councilman Bobby Cruz; Councilman Ek Venin arrived at 6:15pm; Councilwoman Maria Kent present via telephone conference; Councilman Erik DeLine present via telephone conference and left the meeting at 6:30pm; Councilman Baig was absent.

Also present was Guenther Waldrow, Borough Attorney, Paula Cozzarelli, Borough Administrator, and Elizabeth Brandsness, Municipal Clerk.

RESOLUTION TO ADJOURN INTO CLOSED SESSION:

CLOSED SESSION:

Be it hereby resolved, pursuant to N.J.S.A.10:4-13 and 10:4-12, which the Mayor and Council of the Borough of Pompton Lakes hold Closed Session for the purpose of contract negotiations, specifically Borough Professional Services – Borough Attorney, and any other Closed Session topics as permitted under the Open Public Meetings Act. Formal Action may be taken upon the conclusion of the Closed Session when the Council adjourns back into Open Session. It is expected that the discussions undertaken in Closed Session on this date can be made public at the time official action is taken by the Mayor and Council to release same.

Motion moved by Councilwoman Polidori, second by Councilman Cruz to adjourn into Closed Session at 6:07pm. All voted in favor of the motion.

Mr. Guenther Waldrow, Attorney with Decotiis, Fitzpatrick, Cole & Giblin, LLP stated the purpose for the Meeting was to discuss Contract Negotiations for Professional Services - Borough Attorney.

Mr. Waldrow stated, currently, Decotiis, Fitzpatrick, Cole & Giblin, LLP provides Professional Attorney Services and the assigned Attorney for the Borough. Mark Semeraro recently departed from the Firm. Mr. Waldrow noted Decotiis has three separate contracts with the Borough; General Legal Attorney Services, Labor and Tax Appeals.

Mr. Waldrow stated Council has the following options:

- appoint during the Reorganization Meeting
- advertise Request for Proposal or a Request for Qualifications
- approve resolution authorizing a non-fair and open contract process – professional services an exception to public bidding – must be compliant with Election Law

Mr. Waldrow stated Council has the choice to remain with Decotiis and no further action would be needed at this time. Mr. Waldrow assured the Governing Body, Decotiis would provide legal services if Council opts to continue with the current agreements or if they opt to appoint another Firm, Decotiis would provide an amicable transition.

Mr. Waldrow stated the Mayor and Council must be cautious when proceeding with terminating the Professional Attorney Contract to assure the Borough is protected and there is no gap in legal services. Mr. Waldrow noted the Resolution must be decisive as to when the services are terminated and when the new Professional Attorney Contract begins.

Mr. Waldrow referred to the Borough By-Laws and stated the process for a Professional appointment is as follows: Mayor's appointment; advice and consent; need motion and second by councilmember; Roll Call.

Councilwoman Kent commented on a Legal Services Agreement that was submitted by Semeraro & Fahrney, LLC and requested clarification as to the services included in the Agreement. Councilwoman Kent stated the previous agreement for legal services were separate contracts and questioned whether Labor and Tax Appeals were included in the Agreement that was submitted. Mayor Serra responded and stated the agreement included General Legal Services and Labor and Tax Appeals could be separate service agreements.

Mr. Waldrow stated three separate Resolutions were submitted by Decotiis for Legal Services that included General Legal Services, Labor and Tax Appeals. Mr. Waldrow stated the need to terminate the existing contract with Decotiis, Fitzpatrick, Cole & Giblin, LLP conditional upon the appointment of Borough Counsel.

Councilwoman Polidori requested clarification if the Governing Body was to take no action and Mr. Waldrow responded Decotiis would remain as the Borough Attorney.

Councilwoman Polidori voiced her concerns with appointing Semeraro & Fahrney, LLC and at this time Mr. Waldrow recused himself from the meeting to allow Council to continue discussions that would have been a conflict for his Firm.

Councilman Cruz requested some additional input as to the separate services the Borough Attorney provides and Ms. Cozzarelli responded and clarified the current services provided by Decotiis, Fitzpatrick, Cole & Giblin, LLP are General Legal Services, Labor and Tax Appeals. Ms. Cozzarelli stated services included in the Semeraro & Fahrney, LLC Agreement she was provided did not define the specific Legal Services.

Lengthy discussions continued as to discrepancies with past billing by Decotiis, Fitzpatrick, Cole & Giblin, LLP that included billable services charged to wrong accounts, inaccurate charges for escrow items and misinformation that was provided to the Governing Body by the former assigned Attorney.

Mayor Serra repeatedly stated he would make the nomination to appoint Semeraro & Fahrney, LLC and Council would have the opportunity to vote.

Councilwoman Polidori strongly urged Council numerous times to motion to table this matter for a later date. Councilwoman stated she is not prepared to make a decision this evening and requested additional information be provided prior to moving forward with an appointment.

At this time, Mr. Waldrow rejoined the meeting. Council requested additional clarification as to procedure for billing, task assignments and whether Decotiis was briefed on several pending legal matters that Mr. Semeraro presided over.

Discussions continued as to billable services, clarification as to legal services Semeraro & Fahrney, LLC would provide and whether to table the motion to appoint Semeraro & Fahrney, LLC.

Motion moved by Councilman Cruz, second by Councilwoman Kent to go back into Opened Session at 7:10pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK
Date: August 30, 2023

**MINUTES OF THE SEPTEMBER 13, 2023
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on September 13, 2023 beginning at 8:32pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen Bobby Cruz, Erik DeLine and Ekamon Venin. Councilman William Baig was absent.

Also present was Guenther Waldow, Borough Attorney, and Elizabeth Brandsness, Municipal Clerk.

Mayor Serra stated the purpose for the meeting was to discuss Contract Negotiations and Personnel Matters.

Mayor Serra stated he, along with Councilman DeLine and Councilwoman Kent interviewed several candidates for the recently vacated position of Borough Administrator. Mayor Serra stated after the screening process, a candidate was selected and named Michael Carelli as the candidate. Mr. Carelli provided a brief background and commented on his skills and work performance at his current position.

During the interview process, Mayor and Council requested Mr. Carelli provide some additional input as to his past experience, particularly his involvement in managing staff along with qualifications and expectations for the position. Mayor Serra noted the candidate is available to begin employment on September 28, 2023.

Mayor and Council discussed Mr. Carelli's qualifications, knowledge for the position and involvement in the community. After further discussions, Council agreed to offer the Borough Administrator position to Mr. Carelli - offer letter detailing compensation and benefits to follow.

Motion to go out of Closed Session at 8:48 to take action on the above matter.

Mayor and Council resumed Closed Session at 8:50 and the above roll call remained the same.

The Borough Attorney, Guenther Waldow stated he wanted to address an issue and make the Mayor and Council aware of concerns with past due billing and payment to DeCotiis, FitzPatrick, Cole & Gilin, LLP. Mr. Waldow stated the Mayor and Council may choose to terminate the Firm and requested the Governing Body approve past billing.

~~_____~~ was provided a RIC: notice informing him the Governing Body would be discussing ~~_____~~ had the option to have discussions in Open Session or Closed Session; ~~_____~~ responded and opted to have discussions in Closed Session.

Mr. Waldow commented on ~~_____~~
~~_____~~ Mr. Waldow provided input as to ~~_____~~
~~_____~~ Mr. Waldow went on to state ~~_____~~
~~_____~~

Council continued to discuss ~~_____~~
~~_____~~

Mayor Serra stated Mark Semeraro is no longer with DeCotiis, FitzPatrick, Cole & Gilin, LLP and has started his own Firm - Semeraro & Fahney LLC. Mr. Waldow stated Council has the following options:

PERSONNEL -
PRIVACY
MATTER
ATTORNEY-
CLIENT
PRIVILEGED
MATERIAL

- appoint during the Reorganization Meeting
- advertise Request for Proposal or a Request for Qualifications
- approve resolution authorizing a non-fair and open contract process – professional services an exception to public bidding – must be compliant with Election Law

Mr. Waldow advised Mayor and Council they would need to make a motion if they choose to appoint Semeraro & Fahney LLC. Mr. Waldow recused himself from the meeting at 9:15 as further discussions would be a conflict.

Mayor Serra stated Mr. Semeraro is familiar with the Borough's legal matters and urged Council to appoint him as the Borough Attorney for general legal services. Tax Appeals and Personnel/Labor legal matters would remain with DeCotiis, FitzPatrick, Cole & Gilin, LLP.

Councilwoman Polidori disagreed with Mayor Serra and stated DeCotiis, FitzPatrick, Cole & Gilin, LLP have been involved with the Borough's legal matters and currently addressing some of the issues.

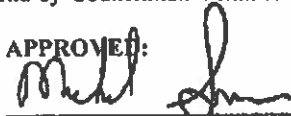
Mr. Waldow joined the meeting and advised the Governing Body the process for terminating and appointing an Attorney. Mr. Waldow stated DeCotiis, FitzPatrick, Cole & Gilin, LLP would be terminated subject to approving a new attorney. Mr. Waldow stated Mayor to make nomination of all sub ordinance officers, which include the Borough Attorney, within 30 days of that office becoming vacant and if Mayor's nomination is not confirmed within 30 days by a majority of Council it would then become Council's appointment subject to three affirmative votes of the Council with Mayor having no vote except in a case of a tie.

Mr. Waldow once again commented on past billing and a lengthy discussion continued as to accounting issues that ensued over the last year. Mayor and Council discussed discrepancies for escrow billing and questioned whether billable charges have been charged to the appropriate accounts.

Mayor and Council agreed to pay past due billing through July for DeCotiis, FitzPatrick, Cole & Gilin, LLP.

Motion moved by Councilman DeLine, second by Councilman Venin to open the Meeting at 9:35pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE OCTOBER 11, 2023
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on October 11, 2023 beginning at 8:34pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen Bobby Cruz, Erik DeLine and Ekamon Venin. Councilman William Baig was excused.

Also present was Mark Semeraro, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mayor Serra stated the purpose for the Closed Session Meeting was to discuss Personnel Matters.

Mayor Serra provided some input as to a Settlement Agreement for an employee within the Police Department. A RICE Notice was provided to the employee and the employee did not respond.

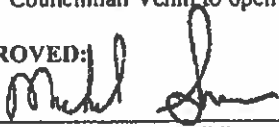
Mr. Carelli remarked on the Agreement and stated the terms included the drawdown of compensatory time. Mr. Carelli assured the Governing Body all parties mutually agreed to the Settlement Agreement.

Mayor Serra commented on a Personnel matter involving members of the Pompton Lakes Fire Department and stated he received harassment and discrimination complaints that violate the Borough Personnel Policies and Procedures Manual.

Mr. Carelli stated DeCotiis, Fitzpatrick, Cole & Giblin, LLP has begun an independent investigation in accordance with the Pompton Lakes Fire Department Bylaws. Mr. Carelli noted once a decision is rendered the discipline of any member or officer within the Fire Department is solely the responsibility of the Fire Department. The Governing Body is limited to confirming disciplinary actions or considering appeals.

Motion moved by Councilman DeLine, second by Councilman Venin to open the Meeting at 8:40pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE NOVEMBER 8, 2023
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on November 8, 2023 beginning at 8:25pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwoman Maria Kent, Councilmen Bobby Cruz, and Ekamon Venin. Councilmen Erik DeLine and William Baig were excused from the Meeting.

Also present was Mark Semeraro, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mayor Serra stated the purpose for the Closed Session Meeting was to provide the status of two Personnel Matters within the Department of Public Works.

Mr. Carelli reported on an incident involving an employee for the Department of Public Works and stated the employee backed the vehicle he was driving into another Department of Public Works' vehicle. The vehicle was dragged and damaged, the employee left the scene of the accident and failed to report the incident. Mr. Carelli stated the employee was confronted and did admit to the incident.

Mr. Carelli commented on discipline procedures within Civil service and a 20-day suspension has been recommended for the incident. It was noted a 5-day or greater number of days suspension is a major discipline. A Police report has been filed and tickets for the offenses will be issued.

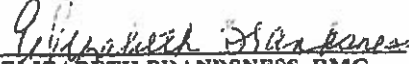
Mr. Carelli stated the second Personnel Matter involves a grievance filed by an employee regarding use of allotted sick time. Mr. Carelli stated the employee has used his sick time allowance and the employee is a repeat offender and used more than the allotted sick time allowed in the past. Mr. Carelli stated a 3-day suspension was issued and the employee is disputing the suspension.

Motion moved by Councilman Cruz, second by Councilman Venin to open the Meeting at 8:35pm. All voted in favor of the motion.

APPROVED


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE DECEMBER 6, 2023
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on December 6, 2023 beginning at 9:20pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Jennifer Polidori, Councilwomen Maria Kent and Lisa Kihlberg, Councilmen Bobby Cruz, Erik DeLine and Ekamon Venin.

Also present was Scott Carlson, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mayor Serra stated the purpose for the Closed Session Meeting was to discuss Personnel Matters.

Mr. Carelli commented on the Health Benefit Waiver Payments and provided the criteria and guidance set forth by the State Pensions and Benefits for payments made to employees who elect to waive their Health Benefits. Mr. Carelli commented on the existing law *Payment To Employees In Lieu Of Receiving Health Benefits* and stated the annual waiver payment is at the discretion of the Governing Body and should be done by Resolution. Mr. Carelli also noted moving forward employees will be required to provide verification their insurance is not provided by NJ-SHBP. Further discussions to follow.

Mr. Carelli commented on a request he received from the Department of Public Works Superintendent, Dan O'Rourke requesting the Governing Body consider adding a second supervisor position to the department. The position created would be under Civil Service – Supervising Maintenance Repairer/Supervisor Landscape. Mr. Carelli stated the individual being considered for the position has continually demonstrated his ability to perform tasks within the department, assume a leadership role, attended core maintenance classes and receives all available stipends. The Mayor and Council discussed qualifications for the position and the possibility of the employee enrolling in the Certified Public Works Manager courses to pursue a License. Mayor and Council were in agreement to proceed.

Mr. Carelli stated this Personnel Matter involves the Construction Official – Sal Poli and noted Mr. Poli received a RICE Notice and choose not to have the session discussed in Open Session. Mr. Carelli stated Mr. Poli is requesting the \$8,000.00 stipend he receives under the Shared Services Agreement with Riverdale as the Construction Official be rolled into the salary he receives as the Pompton Lakes Construction Official. Mr. Carelli stated the additional costs per year for the Borough would be an additional \$160.00 and if the Shared Service Agreement was discontinued the stipend amount would be reduced from his salary. The Governing Body discussed the impact on his salary moving forward, efficiency and management for communications within the Building Department. Mayor and Council agreed to the request.

Mr. Carelli commented on the Prevention Coalition Grant that the Borough receives and stated the Grant funding provides for a part time Assistant Director with a salary of \$20,000.00. Mr. Carelli stated the position would focus on the schools and enhance the growth of the Prevention Coalition program. Mayor and Council all agreed the candidate considered for the position would enrich the program but voiced their concerns with additional costs/salaries and continuation of the program when Grant Funding ends.

Mr. Carelli stated the last Personnel Matter is for confidential secretary and clerical support to the Borough Administrator and Department of Public Works Superintendent. The position is part time – 25 hours per week. The Governing Body discussed the clerical position and agreed to a starting salary – \$20.00 per hour.

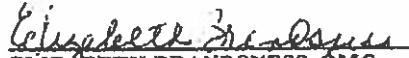
Motion moved by Councilwoman Kent, second by Councilman DeLine to open the Meeting at 9:58pm. All voted in favor of the motion.

APPROVED:



MAYOR MICHAEL SERRA

ATTEST:



ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE JANUARY 10, 2024
SPECIAL CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Special Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on January 10, 2024 beginning at 6:30pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Michael Serra, Council President Erik DeLine, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori, Councilmen Bobby Cruz and Ekamon Venin.

Also present were Michael Carrelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

MEETING OPEN FOR PUBLIC COMMENTS:

Motion moved by Councilwoman Polidori, second by Councilman DeLine to open the Meeting for Public Comments. All voted in favor.

There were no members of the public present at the meeting.

Motion moved by Councilman Venin second by Councilwoman Polidori to close the Meeting for Public Comments. All voted in favor.

RESOLUTION TO ADJOURN INTO CLOSED SESSION:

Motion moved by Councilman Venin, second by Councilwoman Kent to adjourn into Closed Session at 6:30pm. All voted in favor of the motion.

BE IT HEREBY RESOLVED, pursuant to N.J.S.A. 10:4-13 and N.J.S.A. 10:4-12, that the Mayor and Council of the Borough of Pompton Lakes hold Closed Session regarding contract negotiations / professional services. It is expected that the discussions undertaken in Closed Session on January 10, 2024 be made public at the time official action is taken by the Mayor and Council to release same.

Mayor Serra stated the purpose for the Closed Session Meeting was to discuss contract negotiations / professional services FOR Borough Attorney.

The following Professionals submitted a Request for Proposal for Borough Attorney services and were selected to be interviewed by Mayor and Council:

- Murphy McKeon P.C. Counsellors-at-Law
- Semeraro & Fahrney LLC Attorneys At Law

Each professional presented a brief background as to past experiences and qualifications as well as the professional services their company can offer / provide for the Borough.

Murphy McKeon P.C. Counsellors-at-Law
Robert H. Oostdyk, Jr.
David J. Ruitenberg

Mr. Oostdyk began his presentation and stated his law firm represents several municipalities and government agencies within the State of New Jersey and both he and Mr. Ruitenberg have practiced Municipal Law throughout their careers. Mr. Oostdyk and Mr. Ruitenberg provided a brief background as to past experiences and qualifications as well as the professional services their company offers and can provide for the Borough.

Council questioned who would be the point of contact for the Borough of Pompton Lakes and it was determined Mr. Rutenberg would be the point of contact. Mr. Oostdyk and Mr. Ruitenberg assured the Mayor and Council both would be available to provide legal assistance along with other colleagues in their firm. Council also questioned fees for paralegal services; \$75.00 per hour. Mr. Oostdyk and Mr. Ruitenberg offered some input as to their past involvement in different areas for Redevelopment and PILOT programs as well as Affordable Housing. Currently, Mr. Oostdyk serves in the capacity of

Borough Attorney in several communities and Mr. Ruitenberg serves several government agencies. After further discussions, it was determined their firm had experience with Tax Appeal litigation and recommended the Borough seek a Labor Attorney for employment issues.

Semeraro & Fahrney LLC

Mark Semeraro

Mr. Semeraro began his presentation and offered a brief background and stated he recently established Semeraro & Fahrney, LLC and currently there are five attorneys within the firm. Mr. Semeraro provided some insight as to the capacity he has served in local governments throughout his 30-year career along with the municipalities and government agencies he provides legal services.

Mayor and Council questioned who would be responsible for the work flow and research for the Borough. Mr. Semeraro responded he would be the point of contact and dependent on the research matter whether he would do the research or allocate the work to a para legal or an associate in the firm. Mr. Semeraro explained and provided examples as to the process for disseminating research contingent upon the subject matter and the expertise of his partners.

Mr. Semeraro commented on past involvement in Redevelopment both for developers and municipalities and noted his success in specific projects he was involved with. Mr. Semeraro assured Mayor and Council his firm could provide legal services for Affordable Housing, Tax Appeal litigation and Labor matters.

Mayor and Council discussed the candidates (Murphy McKeon PC / Semeraro and Fahrney LLC) performance during their tenure as Borough Attorney. The Governing Body voiced their concerns with past representation during Council Meetings; billing concerns; past performance and misleading advice provided to the Borough.

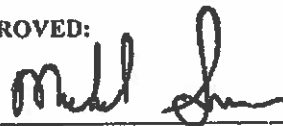
After a straw poll of Council by Mayor Serra, the consensus was to appoint Murphy McKeon PC Counsellors-At-Law as the Borough Attorney.

Motion moved by Councilman Venin, second by Councilman Cruz to Open the Meeting at 7:27pm. All voted in favor of the motion.

Mayor Serra reported during Closed Session, Mayor and Council discussed the hiring for Professional Services - Borough Attorney.

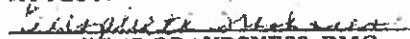
Motion moved by Councilman DeLine, second by Councilman Cruz to adjourn the Meeting at 7:28pm. All voted in favor of the motion.

APPROVED:



MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE JANUARY 10, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on January 10, 2024 beginning at 8:45pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Michael Serra, Council President Erik DeLine, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori, Councilmen Bobby Cruz and Ekamon Venin.

Also present were Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated this evening Council authorized to accept the resignation of a Police Officer who is the subject of an ongoing IA Investigation. Mr. Carelli stated he would follow up with the Personnel Committee to discuss the hiring for a replacement.

Mr. Carelli stated the second matter to discuss is the appointment of a Labor Attorney for the Borough. Mr. Carelli commented on recent employee matters and litigation and noted DeCotiis, Fitzpatrick, Cole & Giblin, LLP was appointed in 2023 to provide attorney services for labor matters. Mr. Carelli stated Deena Rosendahl has been responsive, provided comprehensive guidance and legal advice for employee disciplinary matters and he would recommend the Borough continue with Ms. Rosendahl and appoint DeCotiis, Fitzpatrick, Cole & Giblin, LLP as the Labor Attorney.

Mayor and Council discussed discrepancies with invoicing and expressed their displeasure with DeCotiis, Fitzpatrick, Cole & Giblin, LLP in the way they choose to resolve billing issues.

After further discussions, Mayor and Council agreed to appoint DeCotiis, Fitzpatrick, Cole & Giblin, LLP / Deena Rosendahl as Labor Attorney.

Motion moved by Councilman Venin, second by Councilman Cruz to Open the Meeting at 8:55pm. All voted in favor of the motion.

APPROVED:



MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE FEBRUARY 14, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on February 14, 2024 beginning at 8:58 pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Erik DeLine, Councilwomen Maria Kent, Lisa Kihlberg, Jennifer Polidori and Councilman Ekamon Venin. Councilman Robert Cruz was excused from the meeting.

Also present was Dave Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mayor Serra stated the purpose for the Closed Session Meeting was to discuss Personnel Matters.

Mr. Carelli provided an update for a past incident that occurred and stated a Department of Public Works employee, ~~who was involved in a physical altercation with a citizen on the street and was subsequently arrested and charged with assault and battery. The incident occurred on the street in front of the Municipal Building and was witnessed by several citizens. The employee was taken to the Pompton Lakes Police Station and was held overnight. The employee was released on bond and is currently awaiting trial. The incident has been reported to the State Police and the FBI. The Department of Public Works is currently investigating the incident and will take appropriate action if necessary.~~

PERSONNEL-
PRIVACY
CONCERN

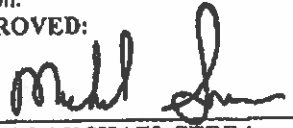
Mr. Carelli commented on the filing of a TORT claim by a former employee. ~~who was involved in a physical altercation with a citizen on the street and was subsequently arrested and charged with assault and battery. The incident occurred on the street in front of the Municipal Building and was witnessed by several citizens. The employee was taken to the Pompton Lakes Police Station and was held overnight. The employee was released on bond and is currently awaiting trial. The incident has been reported to the State Police and the FBI. The Department of Public Works is currently investigating the incident and will take appropriate action if necessary.~~

CURRENT
LITIGATION

Mr. Carelli stated this Personnel Matter involves the hiring of a part time Assistant Coalition Coordinator. Mr. Carelli stated the candidate for the position, Vincent Przybylinski submitted an application and resume. Mr. Carelli noted the yearly salary for the position is \$20,000.00, no benefits and the salary is paid through the Prevention Coalition Grant funding.

Motion moved by Councilwoman Polidori, second by Councilman DeLine to open the Meeting at 9:08pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE FEBRUARY 28 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on February 28, 2024 beginning at 9:03pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Erik DeLine, Councilwomen Maria Kent and Lisa Kihlberg, Councilmen Robert Cruz and Ekamon Venin.

Also present was Dave Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli provided an update on a Personnel Matter.

Mr. Carelli commented on a past incident involving a Department of Public Works employee, [REDACTED] who was involved in a traffic accident. Mr. Carelli stated that the employee was not properly trained and that the Department of Public Works should have been more vigilant in hiring and training employees. Mr. Carelli stated that he will begin the process to hire a new employee for the open position as a CDL truck driver in the Department of Public Works.

PERSONNEL-
PRIVACY

Motion moved by Councilman DeLine, second by Councilman Cruz to open the Meeting at 9:07pm. All voted in favor of the motion.

APPROVED:

MAYOR MICHAEL SERRA

ATTEST:

ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE MARCH 13, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on March 13, 2024 beginning at 8:33pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Erik DeLine, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori Councilmen Robert Cruz and Ekamon Venin.

Also present was Dave Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated the purpose for the meeting is to discuss a Personnel Matter. Mr. Carelli stated Police Chief Derek Clark presented a proposal to the Personnel Committee for the restructuring of the Police Department Table of Organization.

Mr. Carelli provided some input and stated currently the Police Department includes 25 Police Officers, 6 Civilian employees and 8 Special Class II and III Officers. Mr. Carelli stated the proposal includes for the replacement of Police Officers who have resigned along with increasing police and administrative staffing. Mr. Carelli stated the proposed plan includes for the immediate promotions within ranks and the hiring of new Police Officers to be phased in over a five-year period.

Mr. Carelli commented on employment hiring requirements within the Civil Service system and the additional costs and financial impact associated with the increase in personnel staff and growth of the Police Department.

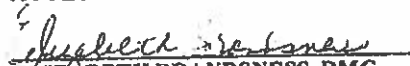
After discussions, Mayor and Council were in agreement to move forward and continue to explore the proposed restructuring of the Police Department Table of Organization.

Motion moved by Councilwoman Polidori, second by Councilman DeLine to open the Meeting at 9:00pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE MARCH 27, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on March 27, 2024 beginning at 9:37 pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Michael Serra, Council President Erik DeLine, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori Councilman Robert Cruz. Councilman Ekmon Venin was excused from the meeting.

Also present was Dave Ruitenbergh, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated the purpose for the Closed Session Meeting was to discuss Personnel Matters.

Mr. Carelli stated he wanted to provide an update to a Personnel matter alleging various claims of misconduct and harassment by members in the Pompton Lakes Volunteer Fire Department. Mr. Carelli stated the in-depth investigation report findings determined misconduct and inappropriate behavior by members within the Pompton Lakes Volunteer Fire Department.

Mr. Carelli stated he was advised by the Borough Labor Attorney that the Chief of the Fire Department would determine the discipline for the members involved in the investigation. Mr. Carelli further noted, according to the current Borough Code, the Mayor and Council do not have the authority to issue discipline for members within the Fire Department.

Mayor and Council further discussed the issuing of discipline for the matter, amending the Borough Code and the appeal process. Mr. Ruitenbergh provided some additional guidance and stated ~~that the Borough Code should be amended to allow the Mayor and Council to issue discipline for members within the Fire Department.~~ Mr. Ruitenbergh stated ~~that the Borough Code should be amended to allow the Mayor and Council to issue discipline for members within the Fire Department.~~

Mr. Carelli commented on the filing of a TORT claim by a former employee ~~of the Borough of Pompton Lakes.~~

Mr. Carelli stated a former employee ~~of the Borough of Pompton Lakes.~~

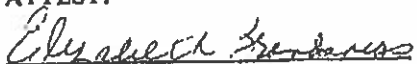
~~and Councilwoman Polidori.~~ Mr. Ruitenbergh commented ~~that the Borough Code should be amended to allow the Mayor and Council to issue discipline for members within the Fire Department.~~ After further discussions, the consensus of the Governing Body was to adhere the advice of the Borough Attorney ~~that the Borough Code should be amended to allow the Mayor and Council to issue discipline for members within the Fire Department.~~

Motion moved by Councilwoman Polidori, second by Councilman DeLine to open the Meeting at 10:20pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

ATTORNEY-
CLIENT PRIVILEGED
MATERIAL

AND

PERSONNEL-
PRIVACY
CONCERNS

**MINUTES OF THE APRIL 10, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on April 10, 2024 beginning at 8:25 pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Council President Erik DeLine, Councilwomen Maria Kent and Lisa Kihlberg, Councilman Robert Cruz. Mayor Michael Serra, Councilman Ekmon Venin and Councilwoman Polidori were excused from the meeting.

Also present was Dave Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated the purpose for the Closed Session Meeting was to discuss Personnel Matters.

Mr. Carelli stated [REDACTED] provided a RICE Notice and [REDACTED] did not respond to the RICE Notice so therefore the matter will be discussed in Closed Session.

Mr. Carelli stated as a result of a disciplinary matter, [REDACTED] The Hearing Officer recommended a 30-day suspension.

Mr. Carelli further noted [REDACTED]

[REDACTED]

Council further discussed the matter and agreed to serve a Final Notice of Disciplinary Action advising [REDACTED] After further discussions, Council agreed to serve a Final Notice of Discipline Action and not to suspend or take any further action during the appeal process [REDACTED]

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

PERSONNEL -
PRIVACY
CONCERN

**MINUTES OF THE MAY 8, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on May 8, 2024 beginning at 9:13pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present Mayor Serra, Council President Erik DeLine, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori, Councilman Robert Cruz and Ekmon Venin.

Also present was Dave Ruitenbergh, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated the purpose for the Closed Session Meeting was to discuss Personnel Matters.

Mr. Carelli informed the Mayor and Council the term for the Tax Assessor is about to expire. Mr. Carelli explained the reappointment process and stated if Council chose to reappoint the Tax Assessor, he would become tenured during his second term. After a brief discussion Council agreed to move forward and reappoint the Tax Assessor.

~~Mr. Carelli stated that the Council has agreed to reappoint the Tax Assessor for another term. The Council also discussed the reappointment process and the need for a new Tax Assessor. The Council agreed to move forward with the reappointment process and to hire a new Tax Assessor.~~

Mr. Carelli stated ~~that the Council has agreed to reappoint the Tax Assessor for another term. The Council also discussed the reappointment process and the need for a new Tax Assessor. The Council agreed to move forward with the reappointment process and to hire a new Tax Assessor.~~ Mr. Carelli stated he reached out to the Labor Attorney for guidance and Ms. Deena Rosendahl recommended and confirmed ~~that the new Tax Assessor should be hired for a term of three years. The Council agreed to move forward with the reappointment process and to hire a new Tax Assessor.~~

PERSONNEL-
PRIVACY
CONCERN

ATTORNEY-
CLIENT
PRIVILEGE

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE MAY 22, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on May 22, 2024 beginning at 9:00pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Council President Erik DeLine, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori and Councilman Ekmon Venin. Councilman Cruz via telephone.

Also present was Dave Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated the purpose for the Closed Session Meeting was to discuss Personnel Matters.

Mr. Carelli commented on an Ordinance that regulates the removal, protection, and replacement of trees located on private property and provided an update as to the hiring of a Forester. Mr. Carelli stated he received three responses to a Request for Proposal - Forestry Services. Mr. Carelli commented on the submissions and recommended the hiring of John Linson at a rate of \$95.00 per hour / 5 hours per week. Mr. Carelli noted there would be a grace period to allow the Borough the opportunity to educate the public through September 1, 2024.

Mr. Carelli stated he had received a separation notice from the ~~Attorney General's Office~~, ~~Department of Labor~~ ~~that he had received a separation notice from the~~ ~~Department of Labor~~. Mr. Carelli further commented and stated the Borough Labor Attorney, Ms. Deena Rosendahl confirmed ~~the above information~~ ~~that he had received a separation notice from the~~ ~~Department of Labor~~ ~~on 10/14/2020~~.

ATTORNEY-
(CLIENT
PRIVILEGED)
MATERIAL

Mr. Carelli stated he received correspondence, dated May 21, 2024, from Gina Mendola the attorney ~~XXXXXX~~ retained to represent her in potential litigation against the Borough. Mr. Carelli stated the letter indicated ~~XXXXXX~~ intention to pursue a wrongful termination/forced resignation. Mr. Carelli stated the letter noted their concerns and allegations against the Borough.

PERSONNEL —
PRIVACY
CONCERNS

Mr. Carelli provided some options he discussed with Ms. Rosendahl in an effort to avoid litigation that included [REDACTED]

After discussions, Mayor and Council agreed to offer Ms. Malone the option to use FMLA and deplete her accrued time through July 29, 2024.

APPROVED

MAYOR MICHAEL SERRA

ATTEST:

Elizabeth Brandsness
ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE JUNE 12 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on June 12, 2024 beginning at 9:28pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present: Mayor Serra, Council President Erik DeLine, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori and Councilmen Bobby Cruz and Ekmon Venin.

Also present was Dave Ruitenbergh, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated the purpose for the Closed Session Meeting was to discuss Personnel Matters.

Mr. Carelli commented on the recent hiring of a Department of Public Works / Truck Driver, ~~Victoria Taylor~~ and her employment began on May 13, 2024. Mr. Carelli stated he recently received a note from her physician stating she is to be excused from work for a period of four (4) weeks. Mr. Carelli further remarked on her probationary period and stated ~~Victoria~~ accrued one sick day which she used and as a newer employee she does not qualify for Family and Medical Leave Act. Mr. Carelli stated he has begun the process for separation of employment, effective June 12, 2024.

PERSONNEL-
PRIVACY
CONCERN

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE JUNE 12, 2024
SPECIAL CLOSED SESSION COUNCIL MEETING 5:30PM**

The following are the Minutes from a Special Closed Session Meeting of the Pompton Lakes Mayor and Council, which was held on June 12, 2024 beginning at 5:30pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

Mayor Serra read the Open Public Meeting Law Statement of Compliance.

A roll call indicated that the following members were present: Mayor Michael Serra, Council President Erik DeLine, Councilmen Bobby Cruz, and Ek Venin, Councilwoman Maria Kent, Lisa Kihlberg and Jenifer Polidori.

Also present was David Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator, Derek Clark, Police Chief, and Elizabeth Brandsness, Municipal Clerk.

MEETING OPEN FOR PUBLIC COMMENTS:

Motion moved by Councilman DeLine, second by Councilwoman Polidori to open the Meeting for Public Comments. All voted in favor.

There were no members of the public present at the meeting.

Motion moved by Councilman DeLine, second by Councilman Cruz to close the Meeting for Public Comments. All voted in favor.

RESOLUTION TO ADJOURN INTO CLOSED SESSION:

Motion moved by Councilwoman Polidori, second by Councilman Venin to adjourn into Closed Session at 5:30pm. All voted in favor of the motion.

BE IT HEREBY RESOLVED, pursuant to N.J.S.A. 10:4-13 and N.J.S.A. 10:4-12, that the Mayor and Council of the Borough of Pompton Lakes hold Closed Session regarding Police Personnel matters. It is expected that the discussions undertaken in Closed Session on June 12, 2024 be made public at the time official action is taken by the Mayor and Council to release same.

Mayor Serra stated the purpose for the meeting was to discuss Police Personnel matters and promotions for ranking Police Officers.

Chief Derek Clark thanked the Mayor and Council for amending and revising the organizational structure of the Police Department. (*one Chief of Police; not less than one nor more than two Police Captains; not less than two nor more than three Police Lieutenants; not less than four nor more than five Police Sergeants; not less than twelve, nor more than sixteen Police Officers*)

Chief Clark remarked on the anticipated growth within the community and the need to prepare for the future of the Police Department. Chief Clark stated as part of the restructuring process, he has offered to negotiate an "exit contract" that would transition him out in four years. Chief Clark provided his goals for the Police Department and stated it is essential for a transitioning period to allow ranking officers to be properly trained.

Chief Clark provided comments on the candidates as to their background and past performance. Chief Clark noted for each position, the candidates would be interviewed as to the Civil Service test scoring and the top scorer would be first followed by the next highest score ect.

1 - Captain Position -- Lieutenant Michael Kelpack; Lieutenant Anthony Rodriguez

2 - Lieutenant Position -- Sergeant Joseph Ruffo; Sergeant Stephen Kouefati; Sergeant Jonathan Williams

1 - Sergeant Position -- Patrol Officer Ryan Yurga; Patrol Officer John LoGreco; Patrol Officer Joseph Capobianco

Each candidate provided a brief background as to their years of service and accomplishments both personally and professionally.

Mayor and Council questioned each candidate as to how they would approach their new position, what excites them about their job, community policing, resolving conflict, interaction within the community and why they are the best candidate for the position.

Upon the conclusion of the interviews, Chief Clark provided additional comments and based his recommendations on the candidate's past performance, work ethics and what set each candidate apart. Chief Clark recommended as follows:

1 - Captain Position -- Lieutenant Anthony Rodriguez

2 - Lieutenant Position -- Sergeant Joseph Ruffo; Sergeant Stephen Kouefati

1 - Sergeant Position -- Patrol Officer Ryan Yurga

Mr. Carelli provided financial impacts the promotions would have on future budgets and stated the plan proposed would increase by \$78,000.00 in 2025; \$101,000.00 in 2026; and \$95,000.00 in 2027. Mr. Carelli voiced his concerns for budgetary implications and funding for the promotions.

Further discussions included the potential for securing COPS Grant funding to offset costs, hiring of additional officers, staggered shifts, and sources of revenue.

Chief Clark emphasized the importance of the promotions and once again offered to negotiate an "exit contract" that would transition him out in four years and to adjust the Police Budget to accommodate the funding for the promotions.

Mayor and Council agreed to the candidates Chief Clark recommended and moved forward with promotions.

Motion moved by Councilman DeLine, second by Councilwoman Kent to open the meeting at 7:35 pm. All voted in favor of the motion.

Mayor Serra reported during Closed Session Mayor and Council discussed promotions in the Police Department.

Motion moved by Councilman Cruz, seconded by Councilman Venin to adjourn meeting at 7:35pm.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK
Date: June 12, 2024

**MINUTES OF THE JULY 17, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on July 17, 2024 beginning at 9:29pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Council President Erik DeLine, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori and Councilmen Bobby Cruz and Ekmon Venin.

Also present was Dave Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated the purpose for the Closed Session Meeting was to discuss Personnel and Contract Matters.

Mr. Carelli commented on the resignation of ~~XXXXXXXXXXXXXXXXXXXX~~ employee and stated prior to her resignation she was involved in a social media incident and as result of her actions the Police will further investigate the matter.

PERSONNEL-
PRIVACY
CONCERN

Mr. Carelli provided data on the rising costs of Employee State Health Benefits and an alternate Benefits program that offers a significant savings to both the employee and the Borough. Mr. Carelli stated the Health Benefits program is a Difference Card Proposal - NJ 2035 Plan. Employees are issued a debit card to supplement co-pays and there are no changes to medical benefits, doctors or prescription plans.

Mayor and Council further discussed the program and the savings for the Borough. Mr. Carelli to further explore the Difference Card Proposal - NJ 2035 Plan.

Motion moved by Councilman DeLine, second by Councilwoman Polidori to open the Meeting at 9:45pm. All voted in favor of the motion.

APPROVED: 
MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE AUGUST 14, 2024
SPECIAL CLOSED SESSION COUNCIL MEETING 7:00PM**

The following are the Minutes from a Special Closed Session Meeting of the Pompton Lakes Mayor and Council, which was held on August 14, 2024 beginning at 7:30pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

Mayor Serra read the Open Public Meeting Law Statement of Compliance.

A roll call indicated that the following members were present; Mayor Michael Serra, Council President Erik DeLine, Councilmen Bobby Cruz, and Ek Venin, Councilwoman Maria Kent, Lisa Kihlberg and Jenifer Polidori.

Also present was David Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator, and Elizabeth Brandsness, Municipal Clerk.

MEETING OPEN FOR PUBLIC COMMENTS:

Motion moved by Councilman DeLine, second by Councilwoman Kihlberg to open the Meeting for Public Comments. All voted in favor.

There were no members of the public present at the meeting.

Motion moved by Councilman DeLine, second by Councilwoman Kent to close the Meeting for Public Comments. All voted in favor.

RESOLUTION TO ADJOURN INTO CLOSED SESSION:

Motion moved by Councilman DeLine, second by Councilwoman Kihlbert to adjourn into Closed Session at 7:04pm. All voted in favor of the motion.

BE IT HEREBY RESOLVED, pursuant to N.J.S.A. 10:4-13 and N.J.S.A. 10:4-12, that the Mayor and Council of the Borough of Pompton Lakes hold Closed Session regarding Contract Negotiations matters. It is expected that the discussions undertaken in Closed Session on August 14, 2024 be made public at the time official action is taken by the Mayor and Council to release same.

PRESENTATION -- Health Benefits Risk Manager

GEM -- OTTERSTEDT

Matt McArow Sr.
Matt McArow Jr.
Scott Perry

CONNOR, STRONG & BUCKELEW

John Lajewski

Mr. Carelli introduced Matt McArow, Jr. GEM Otterstedt / Risk Manager and requested he provide a brief background for the presentation on Employee State Health Benefits Plan (SHBP). Mr. McArow commented on the presentation and stated GEM Otterstedt has partnered with Connor, Strong & Buckelew and Mr. John Lajewski would provide the Difference Card Proposal in an effort to address rising costs for employee health benefits.

Mr. Lajewski stated he would detail an alternate Health Benefits program and stated the Difference Card Proposal would provide a significant savings to both the employee and the Borough. Mr. Lajewski stated employees would voluntarily enroll in the SHBP Direct 20/35 plan and are issued a debit card to supplement co-pays. Mr. Lajewski noted the cost savings of approximately 25% and there are no changes to medical benefits, doctors or prescription plans.

Mr. Lajewski stated the Borough would establish a dedicated reimbursement account for employees to fund employee out-of-pocket expenses - deductibles, copays and coinsurance.

Mr. Lajewski commented on out-of-network services and stated the employee would be subject to a co-pay and the Difference Card would reimburse for the co-pay. The employee may be balanced billed by their doctor and the same benefits would apply whether they file for a claim through their current State Health Benefits Plan or the proposed Difference Card Plan. the employee would be responsible for the balance.

Mr. Lajewski stated October is open enrollment and the approval by SHBP is required prior to implementing the Difference Card Plan. Mr. Lajewski also assured the Governing Body if the Borough choose to discontinue the program after 1 year there is no negative impact.

Mayor and Council continued discussions and questioned the administration fees and requested the names of communities enrolled in the program. The Governing Body agreed to move forward with the application process. Mr. Carelli to inquire about the administration fees to manage the program and request the names of other communities enrolled in the program.

Motion moved by Councilman DeLine, second by Councilwoman Kent to open the meeting at 7:35 pm. All voted in favor of the motion.

Mayor Serra reported during Closed Session Mayor and Council discussed negotiations for Employee Health Benefits.

Motion moved by Councilman Cruz, seconded by Councilman Venin to adjourn meeting at 7:36pm.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:



ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

Date: August 14, 2024

**MINUTES OF THE AUGUST 14, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on August 14, 2024 beginning at 8:46pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Council President Erik DeLine, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori and Councilmen Bobby Cruz and Ekmon Venin.

Also present was Dave Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated the purpose for the Closed Session Meeting was to discuss Personnel and Contract Matters.

Mr. Carelli stated he provided a RICE notice to Department of Public Works employee, Michael Gavin. Mr. Carelli recommended Mr. Gavin be offered a provisional appointment as a Supervisor within the Department of Public Works and noted he adhered to the regulations for the Civil Service process. Mr. Carelli further recommended the restructuring of the Department of Public Works and creating a new landscaping position. Mr. Gavin would assume the new position, Supervising Maintenance Repairer/Supervisor Landscaping and receive a yearly salary of \$68,000 - no overtime or stipends. Currently, Mr. Gavin receives a yearly salary is \$44,345.00 and a \$12,000.00 stipend.

Mayor and Council furthered discussed the restructuring of the Department of Public Works along with manpower and long-term plans for the Department. Mayor and Council were in agreement to move forward with the promotion for the provisional appointment.

Mr. Carelli provided some history for the Radio Station - WGHT North Jersey and stated it was donated to the Borough of Pompton Lakes. Mr. Carelli stated he has currently been involved with the negotiations for the sale of the building, property and the broadcasting license. ~~Mr. Carelli stated the property was damaged during a storm flooding some of the equipment and the building structure. The building structure has been assessed and is in need of repairs.~~

~~Mr. Carelli provided the latest information for the property and the building structure. The property is currently valued at \$1,000,000.00 and the building structure is valued at \$500,000.00.~~

The Governing Body continued discussions on the value of the broadcasting license. Mayor and Council discussed the costs to maintain the radio station along with repairs to the building structure and agreed to move forward with the sale of the broadcasting license, building and equipment.

Mr. Carelli stated that he provided a RICE notice to ~~the Borough Clerk, Elizabeth Brandsness, and the Borough Council. The Borough Council is currently reviewing the RICE notice and will make a decision on whether to accept the offer or not. The Borough Council is also reviewing the RICE notice for the position of Deputy Borough Administrator, while honoring future 2% increases. Lastly, Mr. Carelli added the Committee would like to add a \$1,000 stipend for the new position of CRS Coordinator.~~

CURRENTLY
ONGOING
CONTRACT
NEGOTIATIONS

PERSONNEL -
PRIVACY
CONCERN

Mr. Carelli then stated that ~~Ms. Brandsness is the only person in the position of Deputy Borough Administrator who has been in the position for more than 10 years. Mr. Carelli stated that the new total salary would be \$112,645.85.~~

PERSONNEL-
PRIVACY
CONCERNS

Councilman DeLine expressed concern on the new salary's impact to the overall organizational structure, and expressed to the Governing Body that they will have to address the position of Borough Administrator as a result of this increase. Mr. Carelli stated that without a RICE notice, further discussions on the position of Borough Administrator could not continue. Discussion ensued on the additional increase, and the Governing Body agreed to increasing the salary of Deputy Borough Administrator to \$10,000. Mr. Carelli stated that the required resolutions for the salary increases and modifications will be presented at the September 11, 2024 Borough Council Meeting for consideration.

Motion moved by Councilman DeLine, second by Councilwoman Polidori to open the Meeting at 9:45pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE SEPTEMBER 11, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on September 11, 2024 beginning at 10:05pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Council President Erik DeLine, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori and Councilmen Bobby Cruz and Ekmon Venin.

Also present was Dave Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated the purpose for the Closed Session Meeting was to discuss Personnel.

[illegible]

PERSONNEL-
PRIVACY
CONCERNS

Motion moved by Councilman DeLine, second by Councilwoman Polidori to open the Meeting at 10:10pm. All voted in favor of the motion.

APPROVED:

MAYOR MICHAEL SERRA

ATTEST:

Elizabeth Brandsness
ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

MINUTES OF THE SEPTEMBER 25, 2024 CLOSED SESSION COUNCIL MEETING

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on September 25, 2024 beginning at 08:49pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori and Councilman Bobby Cruz. Council President Erik DeLine and Ekmon Venin were excused from the meeting.

Also present was Dave Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli provided the process for the sale of the Radio Station that had been donated to the Borough. Mr. Carelli stated the process includes the adoption of an Ordinance for the sale of the license and property as well as a bid, advertisement and finalizing of a contract. The multi-step regulated procedure would require four Council Meetings. Mr. Carelli state the Governing Body would have the option to reject a bid and go back to bid two additional times prior to negotiating an agreed price for the sale of the license and property.

Mr. Carelli remarked on the following and stated he received a proposal from a willing buyer in the amount of \$1,000,000.00. The following information was provided to the Commission by Mr. Carelli on 10/10/2007. On 10/10/2007, Mr. Carelli stated that he received a proposal from a willing buyer in the amount of \$1,000,000.00. The following information was provided to the Commission by Mr. Carelli on 10/10/2007.

After discussions all were in agreement to proceed with sale of the property and license and to establish a criteria and standards that allows for the continuation of a local radio station.

Borough Attorney, David Ruitenberg commented on recent correspondence the Borough received regarding ~~the Borough's Supplemental Budget Report, the 1991~~
~~Central Municipal Insurance Fund, and the 1991 Supplemental Budget Report.~~ Mr. Ruitenberg
stated the Borough is a member of the MCMIF, through CETA and the Insurance Fund.
b7c

Mr. Ruitenberg noted that the five of them had joint operations with the communists and used the joint efforts to make a good deal of money. He said that the five men were all in the same line of business and that they were all in the same line of business. Mr. Ruitenberg stated that the five men were all in the same line of business and that they were all in the same line of business. Mr. Ruitenberg stated that the five men were all in the same line of business and that they were all in the same line of business.

The Mayor and Council discussed the matter and requested further information ~~from the~~
~~from the~~

Motion moved by Councilman Cruz, second by Councilwoman Polidori to open the Meeting at 9:15pm. All voted in favor of the motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:

ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

CURRENT
ONGOING
CONTRACT
NEGOTIATIONS

ATTORNEY-
CLIENT
PRIVILEGED
MATERIALS

**MINUTES OF THE OCTOBER 9, 2024
SPECIAL CLOSED SESSION COUNCIL MEETING 6:30PM**

The following are the Minutes from a Special Closed Session Meeting of the Pompton Lakes Mayor and Council, which was held on October 9, 2024 beginning at 6:30pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

Mayor Serra read the Open Public Meeting Law Statement of Compliance.

A roll call indicated that the following members were present; Mayor Michael Serra, Council President Erik DeLine, Councilmen Bobby Cruz, and Ek Venin, Councilwoman Maria Kent, Lisa Kihlberg and Jenifer Polidori.

Also present was David Ruitenbergh, Borough Attorney, Michael Carelli, Borough Administrator, Derek Clark, Police Chief, and Elizabeth Brandsness, Municipal Clerk.

MEETING OPEN FOR PUBLIC COMMENTS:

Motion moved by Councilman DeLine, second by Councilwoman Polidori to open the Meeting for Public Comments. All voted in favor.

There were no members of the public present at the meeting.

Motion moved by Councilman DeLine, second by Councilwoman Kent to close the Meeting for Public Comments. All voted in favor.

RESOLUTION TO ADJOURN INTO CLOSED SESSION:

Motion moved by Councilman DeLine, second by Councilman Cruz to adjourn into Closed Session at 6:30pm. All voted in favor of the motion.

BE IT HEREBY RESOLVED, pursuant to N.J.S.A. 10:4-13 and N.J.S.A. 10:4-12, that the Mayor and Council of the Borough of Pompton Lakes hold Closed Session regarding Police Personnel matters. It is expected that the discussions undertaken in Closed Session on October 9, 2024 be made public at the time official action is taken by the Mayor and Council to release same.

Mayor Serra stated the purpose of the meeting was to discuss Police Personnel and interview candidates for two open positions for Police Officer along with interviews for a promotion to the position of Sergeant.

➤ **Denis Zekirovski**

Mr. Zekirovski provided a brief background as to his experience as a former United States Marine Corps Sergeant and past employment. Mr. Zekirovski spoke about his skills, achievements and commendations during his tenure in the Marine Corp.

Mr. Zekirovski responded to questions by the Mayor and Council as to what inspired him to pursue a career as a police officer, how he would interact during a conflict and if he were to make a mistake how would you correct his mistake.

➤ **Gafur Ramku**

Mr. Ramku commented on his past employment as well as his training and qualifications as a Special Class I and Class II Police Officer. Mr. Ramku noted he has two years of experience as a Special Police Officer and Police Dispatcher.

Mr. Ramku also responded to questions by the Mayor and Council as to what inspired him to pursue a career as a police officer, essential skills needed for a police officer, what

other career would you have selected if not a police officer and if you were to make a mistake how would you correct your mistake.

Chief Clark commented on the interview process for the candidates and stated a comprehensive background was completed and noted both of the candidates Denis Zekirovski and Gafur Ramku are bilingual. Chief Clark stated this is an alternate hiring process and Mr. Ramku will attend the Police Academy on a part time basis and expected to be on the road in January. Mr. Zekirovski will be attending the Police Academy but he will attend full time.

Chief Clark provided some input as to past employment for both of the candidates and stated both were the top two candidates throughout the interview process.

Mayor and Council agreed to the hiring of both candidates

Chief Clark commented on the process for promoting a police officer within Civil Service and stated a written exam is required by the candidate to determine their skills and training. Chief Clark stated the current Civil Service list for Sergeants expires the end of the year and requested the Mayor and Council promote a Sergeant prior to the expiration of the current list.

Sergeant Position

Mayor and Council interviewed the following candidates for the position of Sergeant as follows: Patrol Officer John LoGreco; Patrol Officer Joseph Capobianco; Patrol Officer Edward Bartlet

Each candidate provided a brief background as to their years of service and accomplishments both personally and professionally.

Mayor and Council questioned each candidate as to how they would approach their new position, what excites them about their job, community policing, resolving conflict, interaction within the community, why they are the best candidate for the position and if they were to make a mistake how would they correct their mistake.

Upon the conclusion of the interviews, Chief Clark provided additional comments and based his recommendations on the candidate's past performance, work ethics and what set each candidate apart.

Mr. Carelli commented on the 2025 Budget and provided financial impacts for the promotion.

Mayor and Council agreed to move forward with the promotion for Sergeant - to be effective as of January 1, 2024.

Motion moved by Councilman DeLine, second by Councilwoman Kent to open the meeting at 7:25 pm. All voted in favor of the motion.

Mayor Serra reported during Closed Session Mayor and Council discussed new hires and promotions in the Police Department.

Motion moved by Councilman Cruz, seconded by Councilman Venin to adjourn meeting at 7:25pm.

APPROVED:



MAYOR MICHAEL SERRA

ATTEST:

ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

Date: October 9, 2024

**MINUTES OF THE OCTOBER 9, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on October 9, 2024 beginning at 8:45pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori and Councilmen Bobby Cruz, Erik DeLine and Ekmon Venin.

Also present was Dave Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli commented on an ongoing Police matter and stated [REDACTED] was appointed to the position of Police Officer through an Alternate Route statutes, which allows for the appointment of an officer prior to attending the required training. [REDACTED] was provided a RICE Notice.

Mr. Carelli stated [redacted] filed with Civil Service Commission, and after speaking with the Borough Labor Attorney [redacted] filed with the Commission to request the approach the Commission [redacted] with the appointment and immediately informed the Borough's pending action.

Mr. Carelli stated the Labor Attorney continues to review the matter and a possible solution is being sought. Mr. Carelli stated that the Labor Attorney is currently reviewing the matter and a possible solution is being sought. Mr. Carelli stated that the Labor Attorney is currently reviewing the matter and a possible solution is being sought.

Mr. Carelli and Labor Attorney to follow up and contact [REDACTED]

[illegible]

1. ~~_____~~
 2. ~~_____~~
 3. ~~_____~~

Discussions continued on a fair and equitable salary to align with management salaries and longevity.

Mayor and Council agreed to additional information prior to making a decision. Borough Clerk, Elizabeth Brandsness to further verify comparable administrative/managerial personnel employee salaries for surrounding towns.

Motion moved by Councilman DeLine, second by Councilwoman Kihlberg to open the Meeting at 9:20pm. All voted in favor of the motion.

APPROVED

MAYOR MICHAEL SERRA

ATTEST:

Elizabeth Brandness
ELIZABETH BRANDNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE OCTOBER 23, 2024
SPECIAL CLOSED SESSION COUNCIL MEETING 6:30PM**

The following are the Minutes from a Special Closed Session Meeting of the Pompton Lakes Mayor and Council, which was held on October 23, 2024 beginning at 6:30pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

Mayor Serra read the Open Public Meeting Law Statement of Compliance.

A roll call indicated that the following members were present; Mayor Michael Serra, Council President Erik DeLine, Councilmen Bobby Cruz, and Ek Venin, Councilwoman Maria Kent and Lisa Kihlberg. Councilwoman Jenifer Polidori attended via conference phone.

Also present was David Ruitenbergh, Borough Attorney, Michael Carelli, Borough Administrator, and Elizabeth Brandsness, Municipal Clerk.

MEETING OPEN FOR PUBLIC COMMENTS:

Motion moved by Councilman DeLine, second by Councilman Venin to open the Meeting for Public Comments. All voted in favor.

There were no members of the public present at the meeting.

Motion moved by Councilman DeLine, second by Councilwoman Kent to close the Meeting for Public Comments. All voted in favor.

RESOLUTION TO ADJOURN INTO CLOSED SESSION:

Motion moved by Councilman DeLine, second by Councilwoman Kihlberg to adjourn into Closed Session at 6:30pm. All voted in favor of the motion.

BE IT HEREBY RESOLVED, pursuant to N.J.S.A. 10:4-13 and N.J.S.A. 10:4-12, that the Mayor and Council of the Borough of Pompton Lakes hold Closed Session regarding Attorney Client Privilege and other topics allowed under the Open Meeting Act. It is expected that the discussions undertaken in Closed Session on October 23, 2024 be made public at the time official action is taken by the Mayor and Council to release same.

Mayor Serra stated the purpose of the Closed Session Meeting was to discuss an Attorney Client Privilege matter involving ~~the Borough of Pompton Lakes Police Department and the Pompton Lakes Fire Department.~~

Borough Labor Attorney, Deena Rosendahl, Esq. Decotiis, Fitzpatrick, Cole & Giblin, LLP provided some facts for a report the Mayor and Council received on ~~the investigation of Workplace Allegations made by members of the Fire Department and the Police Department.~~

Ms. Rosendahl commented on ~~the complaints filed by a member of the Fire Department and the Police Department.~~

~~First, the complaint was filed by a member of the Fire Department. The complaint was filed on October 10, 2024, and it was received by the Fire Department. The complaint was then forwarded to the Police Department. The Police Department then conducted an investigation. The investigation was completed on October 23, 2024. The results of the investigation were then reported to the Mayor and Council.~~

Ms. Rosendahl detailed the Investigation process and stated after a thorough investigation that the factual findings determined ~~that the complaint was unfounded.~~

ATTORNEY-
CLIENT
PRIVILEGED
MATERIAL

ONGOING
CURRENT
LITIGATION

~~Ms. Rosendahl noted the Borough Attorney General's Office is currently reviewing the investigation and the results of the investigation will be reported to the Council.~~

~~Ms. Rosendahl stated the Borough Attorney General's Office is currently reviewing the investigation and the results of the investigation will be reported to the Council.~~

~~Mayor and Council agreed to continue the investigation and the results of the investigation will be reported to the Council.~~

Mayor Serra commented on discussions during the October 9, 2024 Closed Session Meeting for an increase to the current salary for the Borough Administrator, Michael Carelli and noted Mr. Carelli was provided a RICE Notice prior to the Closed Session Meeting.

Mayor Serra stated Mr. Carelli provided a new salary proposal as follows; currently receives a yearly salary, \$112,500.00 and has requested the following; 2025 salary \$126,250.00; 2026 salary \$140,000.00.

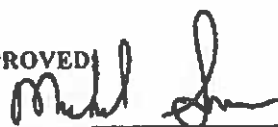
Mayor and Council discussed comparison salary structure and ranges for surrounding communities. After discussions, Mayor and Council agreed to the requested salary of \$126,250.00 for the year 2025 and agreed to evaluate in one year a salary for year 2026.

Motion moved by Councilman DeLine, second by Councilman Venin to open the meeting at 7:27 pm. All voted in favor of the motion.

Mayor Serra stated Council discussed Attorney Client Privilege and Personnel.

Motion moved by Councilman DeLine, seconded by Councilman Cruz to adjourn meeting at 7:27pm.

APPROVED


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK
Date: October 23, 2024

ATTORNEY-
CLIENT
PRIVILEGED
MATERIAL

ONGOING
CURRENT
LITIGATION

**MINUTES OF THE NOVEMBER 13, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on November 13, 2024 beginning at 9:21pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori and Councilmen Bobby Cruz, Erik DeLine and Ekmon Venin.

Also present was Dave Rutenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated he was notified that Chemours (formerly the DuPont Pompton Lakes Works facility) plans to seek relief from their current taxes and file a Tax Appeal. Mr. Carelli stated Mr. Dave Epps, Chemours Principal Project Manager, contacted him and informed him the property is over assessed and requested a meeting to further discuss the acreage assessment and a fair settlement.

Mr. Brian Townsend, Pompton Lakes Tax Assessor offered some input as to the valuation of the property and stated Chemours appraisal property market value as of December of 2023 is \$7,140,000.00; Chemours current assessed value is over \$30,000,000.00. Mr. Townsend stated he sought the advice of the Borough Real Estate Professional, Scott Holzhauer to analyze and provide a current market value assessment and negotiable settlement.

Mr. Townsend stated Mr. Holzhauer recommended the Borough offer a structured reduction of assessment over the course of several years to avoid a Tax Appeal by Chemours. Mr. Townsend cautioned if a Tax Appeal were to be filed by Chemours the appeal may take up to 3-years to be settled and the Borough would be responsible for a refund.

Mr. Holzhauer recommended the Borough be the lead in the negotiations and propose a step-down arrangement as follows:

- 2025 assessment of 27.5M
- 2026 assessment of 22.5M
- 2027 assessment of 17.5M
- 2028 assessment of 12.5M
- 2029 assessment of 7.5M

Mayor and Council discussed a settlement agreement and the impact on the market value of the land should redevelopment occur on the parcel of land. Mr. Townsend commented on the current development of the property and stated only 12 acres of the property can be developed.

After further discussions, Mayor and Council agreed to negotiate a settlement and offer a seven-year structured reduction of taxes.

Mr. Carelli commented on a past incident and investigation that occurred ~~in the Police Department~~ and stated the Borough Attorney, David Rutenberg has provided a Memo for their review to address some issues of concern ~~with the appointment of the Fire Chief in the Pompton Lakes~~
~~where the Fire Department is the primary agency and the Borough is the lead agency in the~~
~~to create the appointment of the Fire Chief it is not a Police Chief but a Fire Chief and the~~

Mayor and Council discussed their options for disciplinary matters and agreed ~~to the~~
~~selecting of a Fire Chief and the proposed Fire Chief is the Fire Chief and the~~
~~Mayor and Council discussed their options for disciplinary matters and agreed to the~~

Borough Attorney, David Rutenberg commented on ~~the response to the Borough~~
~~requesting a response to the Borough request for the Fire Chief and the~~
~~County Municipal Joint Insurance Fund (JIF) to the Borough and the~~
~~the Borough Council~~

ATTORNEY-
CLIENT
PRIVILEGED
MATERIAL

Mr. Ruitenbergh noted ~~the Borough Council's decision to join cooperation with other communities and to join the County of Bergen's joint negotiation with the County of Bergen. Mr. Ruitenbergh commented on the Borough Council's decision and stated based on the issues around the Borough Council's decision.~~

ATTORNEY-
CLIENT
PRIVILEGED
MATERIAL

After further discussions, the Mayor and Council agreed to ~~join the County of Bergen's joint negotiation with the County of Bergen.~~

Mr. Carelli stated the Borough Certified Chief Financial Officer (CFO) has announced she will be retiring as of March 2025. Mr. Carelli stated he has begun to advertise for the position of CFO and to date has not received any applications.

Mr. Carelli stated he provided Mayor and Council with a copy of the draft Collective Negotiations Agreement between the Borough and Department of Public Works. Mr. Carelli cited the changes within the new agreement in sick and vacation time. Mr. Carelli remarked on the request by the Union members for the removal of stipends and an increase in base salaries.

Mr. Carelli commented on the draft Collective Negotiations Agreement between the Borough and Clerical Unit and referred to changes in the salaries and stipends.

Mr. Carelli commented on the Difference Card Insurance Program and stated approximately 50% of employees choose to enroll into the program.

Motion moved by Councilwoman Polidori, seconded by Councilwoman Kihlberg to Open the Meeting at 10:16pm. All voted in favor of the Motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE DECEMBER 11, 2024
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on December 11, 2024 beginning at 8:44pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Councilwomen Maria Kent, Lisa Kihlberg and Jennifer Polidori and Councilmen Bobby Cruz, Erik DeLine and Ekmon Venin.

Also present was Dave Ruitenbergh, Borough Attorney. Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated the Chief Financial Officer announced she would be retiring as of March 1, 2025 and he has advertised for the position of CFO. Mr. Carelli stated he has received two applications / resumes and provided some background as to past experience. Mr. Carelli stated one candidate is seeking part time employment - approximately 5-10 hours a week with a starting salary of \$28,000.00 a year. Mr. Carelli stated the candidate has not had the opportunity to serve as a CFO but has extensive experience in the Finance Department. The other candidate would be a Shared Service and provide 5-10 hours a week at a yearly cost of \$32,200.00 with annual contractual increases.

After further discussions, Council agreed to have Mr. Carelli offer the position to the first candidate and to offer a lower salary.

Mr. Carelli stated a RICE Notice was provided to Chief Clark prior to the Closed Session.

Mr. Carelli stated Police Chief, Derek Clark has requested a two-year Retirement Employment Agreement and referred to the Draft Agreement and the Exit Contract Salary Analysis. Mr. Carelli proposed several options as to percentage increases and impact on the differential for his base salary. Mr. Carelli stated Chief Clark would be entitled to his vacation, sick, death in family leave, terminal leave along with his longevity benefits; exempt employee not eligible for overtime pay or compensatory time.

Mayor and Council had a lengthy discussion as to the differential pay of ranking officers; the impact of the salary increase; financial limitations and appropriation CAP. The Governing Body agreed to maintain a 7% differential base salary between the Captain and the Chief.

Mr. Carelli stated he provided the Governing Body a copy of a Request For Qualification for Borough Engineer, Planner, Grant Administrator and IT Consultant Services. Mayor and Council discussed some concerns for the current Professionals and agreed to continue the services of Darmofalski Engineering Associates, Inc. (Engineer) and Colliers Engineering & Design (Planner). Mr. Carelli to administrate Grant submission and continue to meet with potential IT Consultant.

Borough Attorney, David Ruitenbergh provided an update on the request for payment for the Supplemental Assessment imposed by the Middlesex County Municipal Joint Insurance Fund (MCMJIF) for the years the Borough was a member of the Insurance Fund. Mr. Ruitenbergh stated ~~the Borough is not a member of the Insurance Fund and therefore is not responsible for the payment of the Supplemental Assessment. The Borough is not a member of the Insurance Fund and therefore is not responsible for the payment of the Supplemental Assessment. The Borough is not a member of the Insurance Fund and therefore is not responsible for the payment of the Supplemental Assessment.~~

Motion moved by Councilman DeLine, seconded by Councilwoman Kihlberg to Open the Meeting at 9:35pm. All voted in favor of the Motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

ATTORNEY-
CLIENT
PRIVILEGED
MATERIAL

**MINUTES OF THE JANUARY 8, 2025
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on January 8, 2025 beginning at 9:08pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Council President Jennifer Polidori, Councilwomen Maria Kent (via telephone) and Lisa Kihlberg and Councilmen Bobby Cruz, Randy Hinton and Ekmon Venin.

Also present was Dave Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated a RICE Notice was provided to Chief Clark prior to the Closed Session.

Mr. Carelli updated the Mayor and Council on the status of the request by Police Chief, Derek Clark for a two-year Retirement Employment Agreement and stated Chief Clark rejected the offer to maintain a 7% differential base salary between the Captain and the Chief. Mr. Carelli stated Chief Clark proposed a counter offer of an 8% differential base Salary between the Captain and the Chief. Mr. Carelli provided an *Exit Contract Salary Analysis* and the increase would be an additional \$5,000 (base and longevity) over a two-year period.

The Governing Body continued to discuss the counter offer of an 8% differential pay requested by Chief Clark and were in agreement the 7% differential pay offer was a firm and final offer. Mr. Carelli to advise Chief Clark the offer of a 7% differential pay was firm and a final offer.

Mr. Carelli stated a grievance was filed by the Police PBA regarding the conversion of sick time leave per year. Mr. Carelli stated since the onset of a 12-hour workday (Pitman Schedule) the officers have received 120 per hours of sick leave per year an equivalent to 10 sick days per year. The grievance notes the conversion does not comply with State Statute. The PBA is seeking back compensation from the onset of the Pitman Schedule for current and retired Police Officers.

Mr. Carelli cited the steps in the grievance process and stated step one requires the grievance be filed with Chief Clark and the Chief has denied the grievance. Mr. Carelli advised the Mayor and Council he has reached out to both the Borough Labor Attorney and Police Labor Attorney for guidance and both Attorneys ~~agreed the Borough Labor Attorney should handle the grievance and the Police Labor Attorney should handle the process and guidance to arbitration. After the hearing, they would then meet to discuss the outcome of the hearing.~~

Motion moved by Councilman DeLine, seconded by Councilwoman Kihlberg to Open the Meeting at 9:26pm. All voted in favor of the Motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

ATTORNEY-
CLIENT
PRIVILEGED
MATERIAL

**MINUTES OF THE JANUARY 22, 2025
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on January 22, 2025 beginning at 9:15pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Council President Jennifer Polidori, Councilwoman Kihlberg, Councilmen Randy Hinton and Ekmon Venin. Councilwoman Maria Kent and Councilman Bobby Cruz were excused from the Council Meeting.

Also present was Dave Ruitenberg, Borough Attorney. Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated he has been reviewing the existing policies for the Health Benefits contributions for retirees and stated he uncovered a billing error. Mr. Carelli detailed the provisions for the Health Benefits Plan for retirees and stated the Borough has not billed retirees for the Statutory contributions since the enactment of Chapter 78 provisions in 2011. Mr. Carelli stated, after extensive research, the State confirmed the Borough has been paying Chapter 88 Retiree Benefits since 1990. During discussions, it was noted a Chapter 48 that allows for certain local length of service requirements as outlined in the Borough's current Union Agreements, was adopted in 2008 through a Resolution and shortly thereafter the Governing Body, at the time, rescinded the adoption of Chapter 48.

During discussions Mr. Carelli provided an analysis for Retiree Health Benefits. Under P.L. 1974, c. 88., Chapter 88 states that "local employers agreed to pay for all or some of the costs of health benefits for retirees under certain conditions." The Statute further states, "Under Chapter 78, if you attain 20 years of service credit after June 28, 2011, and retire with 25 years of service credit, your costs is based on the contract as of the date you attained 25 years if your employer adopted Chapter 88. If your employer adopted Chapter 48, you will pay a percentage of the premium based on your annual pension allowance." Therefore, for those retirees who attained 20 years of PERS/PFRS credit after June 28, 2011, and retired with 25 years of service credit, those retirees must pay the 1.5% of their base salary at the time of retirement, in retirement, in order to maintain their benefits. If the retiree attained 25 years of service credit prior to June 28, 2011, the benefits are paid for in whole by the local employer. The issue is that we have retirees that did not work for the Borough for 15 years, but were in the pension system for 25 or more years prior to June 28, 2011 but are grandfathered into the Statute. Therefore, since the Borough never filed a Chapter 48 Resolution, those retirees do not have to pay the contributions. In addition, the Statute follows the above provisions for those who retired on an ordinary or accidental disability retirement. For those who retired on a disability retirement before May 21, 2010, the benefits are paid for in whole by the local employer. For those who retired on a disability retirement after May 21, 2010, the retire must pay the 1.5% in retirement in accordance with our existing policies.

Mr. Carelli stated the Borough would be filing a Chapter 48 Resolution with the State during the upcoming February Council Meeting and will provide a letter to retirees informing them of existing policies and the Statutory contribution for Retiree Health Benefits.

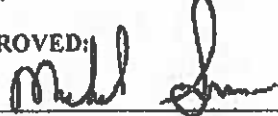
Mr. Carelli stated some of the Councilmembers expressed concerns with a volunteer. ~~Several Councilmembers expressed concerns with a volunteer who had been involved in a recent incident involving a minor. The Councilmembers discussed the incident and the volunteer's role in it. They also discussed the volunteer's background and the Borough's policies regarding volunteers. The Councilmembers agreed to have Mr. Carelli speak to the parties involved.~~

Mr. Carelli briefly provided some additional input for the Code of Conduct for employees and volunteers and stated the Ordinance provides for a mechanism for the Mayor and Council to address discipline matters.

PERSONNEL-
PRIVACY
CONCERNS

Motion moved by Councilman Venin, seconded by Councilwoman Polidori to Open the Meeting at 9:48pm. All voted in favor of the Motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE MARCH 12, 2025
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on March 12, 2025 beginning at 9:40pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Council President Jennifer Polidori, Councilwomen Lisa Kihlberg and Maria Kent and Councilmen Bobby Cruz, Randy Hinton and Ekmon Venin.

Also present was Robert Oostdyk, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli commented on the FMA 2023 Swift Sub-Grant Program and stated he was contacted by the Township of Wayne requesting we enter into a Shared Service Agreement with the Township. Mr. Carelli stated Wayne did not meet the threshold for the Grant Program and several homes in Pompton Lakes qualify for the FMA 2023 Swift Sub-Grant Program. Mr. Carelli stated a list was created in 2023 of homeowners approved for the Blue Acres Buy-Out Program.

Mayor and Council voiced concerns with an additional five homes being removed from the Borough and the impact for the loss of tax revenue. Mr. Carelli stated the selected homes were previously approved and qualified for buy-outs. Mr. Carelli ensured the Governing Body the homeowners had already expressed their desire to participate in a buy-out program and their participation would expedite the process for those homeowners. Mr. Carelli stated the Borough would have the option to enhance the vacant land for Open Space permitted uses.

Mr. Carelli stated the Borough was served a Civil Summons ~~from Mark and Sherron Boone alleging the Borough failed to properly investigate and discipline Dominic DiStefano (recently appointed as the 2025 Fire Chief) for alleged sexual harassment~~

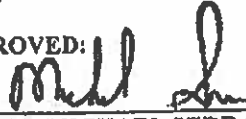
Borough Attorney, Robert Oostdyk provided some details as to the process in the defense for the Borough and stated the Joint Insurance Fund would provide a defense attorney. The Borough Labor Attorney, Deena Rosenthal, ~~who conducted the investigation into allegations of Harassment, Retaliation and Workplace Violence that occurred by Mark and Sherron Boone, would be a consultant and assist in the defense~~

Mr. Carelli noted he was recently informed by the Labor Attorney ~~that claims and retaliation questions would be forthcoming involving the civil matter with DiStefano and Boone and that this was not a hostile claim and the Borough has good defenses~~

Mr. Carelli commented on the recently adopted Ordinance *Governing Workplace Conduct* and stated anyone who is subjected to prohibited conduct should report the incident to their Department Head and in some cases the Borough Administrator for an investigation. Those found to be in violation are subject to discipline and may appeal to Borough Council.

Motion moved by Councilman Venin, seconded by Councilwoman Polidori to Open the Meeting at 9:54pm. All voted in favor of the Motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

CURRENT AND
ONGOING
LITIGATION -
ATTORNEY-
CLIENT
PRIVILEGED
MATERIAL

**MINUTES OF THE MARCH 24, 2025
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on March 24, 2025 beginning at 8:49pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Council President Jennifer Polidori, Councilwomen Lisa Kihlberg and Maria Kent and Councilmen Bobby Cruz, Randy Hinton and Ekmon Venin.

Also present was David Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

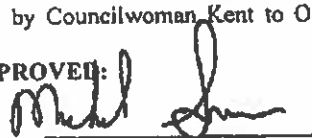
Mr. Ruitenberg provided an update regarding the Affordable Housing Obligation and stated the initial Fourth-Round calculation determined the required number of needed units to be 106 for the Borough of Pompton Lakes. The Borough subsequently filed a Declaratory Judgment action seeking to reduce the number to 104 units. Mr. Ruitenberg further explained that Fair Share Housing had not filed a challenge to the reduced number but that the New Jersey Builders Association challenged the filing of every municipality seeking a reduced number, including the Borough. In Court ordered mediation, the mediator recommended a settlement of 105 units and Mr. Ruitenberg recommended approval of the proposed settlement on the basis that the significant cost savings far outweighed the burden to the Borough of one additional COAH unit. Mr. Ruitenberg further advised that the additional unit would likely be offset in the course of carrying out the upcoming vacant land evaluation and adjustment. The Governing Body agreed to accept the settlement rather than incur the cost of prolonged litigation.

Mr. Carelli commented on a Personnel matter involving the Tax Office and noted both employees received a RICE Notice. Mr. Carelli stated concerns for the operations and efficiency in the Tax Department and provided some details for a *restructure* within the Department. Mr. Carelli stated currently the Tax Collector is a part-time position and the Keyboarding Clerk 1 position is full-time. Mr. Carelli requested the Mayor and Council consider hiring a Full Time Tax Collector for the management of the daily business for the Tax Department. Mr. Carelli further stated the *restructure* of the Department would entail a lay-off plan and explained the guidelines under Civil Service regulations. Mr. Carelli stated the lay-off plan is contingent upon the approval of Civil Service.

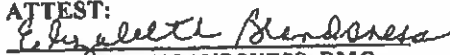
Mr. Carelli provided a brief update for the Sonne litigation and stated the Morris County Joint Insurance Fund has assigned an attorney to the case and there has been no formal action. Mr. Carelli stated he expects further action and a potential resolution within 90 days.

Motion moved by Councilman Cruz, seconded by Councilwoman Kent to Open the Meeting at 9:07pm. All voted in favor of the Motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF JUNE 11, 2025
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on June 11, 2025, beginning at 8:35pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Councilwomen Maria Kent and Jennifer Polidori and Councilmen Bobby Cruz, Randy Hinton. Patrick Quinn and Ekamon Venin.

Also present was David Ruitenbergh, Borough Attorney. Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk. Dan O'Rourke, Department of Works Superintendent, was presented during the Contract Negotiations for the proposed Shared Services Agreement.

Mr. Carelli stated the terms within the Shared Services Agreement With The Borough Of Oakland For Garbage, Recycling, And Vegetative Waste Collection Services have been finalized and were reviewed by Department of Public Works Superintendent, Mr. O'Rourke and Borough Attorney, Mr. Ruitenbergh. Mr. Carelli stated he has updated the Financial Analysis and would be recommending changes to the fee proposal. Mr. Carelli commented on the proposed Shared Services Agreement and stated the Scope of Services and stated he would be offering changes to the following:

- Solid Waste - *garbage can size and amount of garbage cans*
- Pickup of Metals - *Pompton Lakes obtains ownership of said items of pickup and is free to market material*
- Pompton Lakes Recycling - *operational and marketing costs. The option to reopen the agreement to discuss suitable compensation*
- Additional Services - *additional solid waste, recycling and vegetative waste collection services. Remit payment amount applicable to hourly rate and total number of additional hours per employee for any hours worked.*

Mr. Carelli further recommended salary to include compensation for CDL License as permitted through the Union Collective Bargaining Agreement; all active Department of Public Work employees receive an increase in salary in accordance with the Union Agreement.

Mr. Carelli proposed changes to the Borough 'revenue' fee and recommended an increase in revenue and a share of their savings.

Mayor and Council discussed the terms and scope of services within the Agreement and voiced some concerns with staffing, salaries/overtime, and the process for termination of the Agreement. Mayor and Council discussed the number of additional vehicles/trucks needed, as well as the costs to Bond for the purchase of garbage trucks; an additional garbage truck is needed to replace an older garbage truck in the current fleet of vehicles.

During the presentation, Department of Public Works Superintendent, Daniel O'Rourke assured the Governing Body the Department will be capable of fulfilling the scope of services within the Agreement.

Mayor and Council agreed to renegotiate the Shared Service Agreement with Oakland.

~~Oakland estimated increase 2025-2026 5.0%~~
~~Oakland estimated increase 2026-2027 5.0%~~

CURRENT AND
ONGOING CONTRACT
NEGOTIATIONS

Mr. Carelli stated he received a letter of resignation from Kristin Wood, Building Department Clerk/Technical Assistance to the Construction Official. Mr. Carelli stated her last day of work will be July 3, 2025 and he will begin to advertise for a replacement for the position.

Mr. Carelli advised the Mayor and Council he provided a RICE Notice to Captain Anthony Rodriquez prior to this Closed Session.

Mr. Carelli remarked on a letter he received from Chief Derek Clark advising his last day of work prior to starting his scheduled terminal leave will be Thursday July 3, 2025. In his letter, Chief Clark stated the need for an Officer in Charge and recommends Captain Anthony Rodriguez, the Department's highest-ranking Officer, for the position.

Mr. Carelli noted the process for the appointment of an Officer in Charge of the Pompton Lakes Police Department and interim Chief, the filing with the Civil Service Commission, compensation and eligible candidates for the position and compensation.

Mr. Carelli stated the effective retirement date for Police Chief Clark would be January 1, 2026, and provided options for the selection and appointment for the next Pompton Lakes Police Chief. Mr. Carelli stated there is no current/active Promotional List for the position of Police Chief. The Governing Body has the choice to call for a fair and open Promotional Test for Captains and Lieutenants or a Waiver of the Promotional Examination Policy for the appointment of Chief.

Mr. Carelli stated currently there are two Captains within the Police Department and noted the eligibility of the two candidates for the Promotional Waiver. Mr. Carelli stated one of the Captains received a waiver during the process of his appointment to the position of Captain, so therefore, he would not be eligible for a waiver to the rank of Chief. Mr. Carelli further commented on regulations set by Civil Service as to testing requirements, waivers for competitive examinations for promotional titles, and preference status for Veterans.

After discussions, the Mayor and Council agreed to appoint Captain Anthony Rodriguez as the Officer in Charge of the Pompton Lakes Police Department and interim Chief. The Governing Body also agreed to a Waiver of Promotional Examination Policy be filed for Captain Anthony Rodriguez with the Civil Service Commission.

Motion moved by Councilman Venin, seconded by Councilwoman Kent to Open the Meeting at 10:00pm. All voted in favor of the Motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE APRIL 9, 2025
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on April 9, 2025 beginning at 8:30pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Council President Jennifer Polidori, Councilwomen Lisa Kihlberg and Maria Kent and Councilmen Bobby Cruz, Randy Hinton and Ekamon Venin.

Also present was David Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli commented on a pending litigation matter involving former Police Officer, William Pepe and stated a Civil Action Complaint has been filed and the Borough was served this week. Mr. Carelli stated the Complaint filed alleges discrimination, hostile work environment and retaliation. Mr. Carelli stated the Morris County Joint Insurance Fund has been provided a copy of the Civil Action and a defense attorney would be assigned.

Borough Attorney, Dave Ruitenberg advised the Mayor and Council not to discuss the matter.

Motion moved by Councilman Cruz, seconded by Councilwoman Kihlberg to Open the Meeting at 8:35pm. All voted in favor of the Motion.

APPROVED:



MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE APRIL 23, 2025
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on April 23, 2025 beginning at 9:05pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Councilwomen Lisa Kihlberg and Maria Kent and Councilmen Bobby Cruz, Randy Hinton and Ekamon Venin. Council President Jennifer Polidori was excused from the Meeting.

Also present was David Ruitenberg, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Carelli stated he was approached by Joseph and Eileen Sarno, the current property owners of 26 Schuyler Avenue (Block 5200 / Lot 30) regarding a previous land exchange for a right-of-way owned by the Borough for a triangle area of land owned by the Sarnos. Mr. Carelli stated a Title search by the Borough Attorney determined the land exchange thought to be previously authorized was not completed nor did the Borough take possession of the triangle piece of land. Mr. Carelli stated the Sarnos expressed an interest in moving forward with the vacation of the public interest of the right-of-way. Mr. Carelli noted the Sarnos are no longer interested in giving up ownership of the triangle land although this may be negotiable.

Mayor and Council further discussed the vacation of the public interest as well as taxes for the property. Mr. Carelli to provide additional information regarding the status of taxes.

Motion moved by Councilman Cruz, seconded by Councilwoman Kihlberg to Open the Meeting at 9:19pm. All voted in favor of the Motion.

APPROVED:


MAYOR MICHAEL SERRA

ATTEST:


ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK

**MINUTES OF THE MAY 28, 2025
CLOSED SESSION COUNCIL MEETING**

The following are the Minutes from a Closed Session Meeting of the Pompton Lakes Mayor and Council that was held on May 28, 2025 beginning at 9:20pm in the Municipal Building, 25 Lenox Avenue, Pompton Lakes, NJ.

A roll call indicated the following members were present; Mayor Serra, Councilwomen Maria Kent and Jennifer Polidori and Councilmen Bobby Cruz, Randy Hinton, Patrick Quinn, and Ekamon Venin.

Also present were David Ruitenbergh, Borough Attorney, Michael Carelli, Borough Administrator and Elizabeth Brandsness, Municipal Clerk.

Mr. Ruitenbergh provided a brief update regarding the Affordable Housing Obligation and stated the Borough must adopt the Housing Element and Fair Share Plan by June 30, 2025. The Borough COAH Planner is incorporating the required number of additional units (2) into the Fourth-Round calculation. The Planning Board must adopt the Plan during the June 17, 2025 Planning Board Meeting and the Governing Body will adopt the Fair Share Housing Plan during the June 25, 2025 Council Meeting.

Mr. Carelli updated the Governing Body on a Personnel matter and stated ~~Mr. Mulvaney received a RICE Notice prior to this Closed Session Meeting. Mr. Carelli stated that Mr. Mulvaney was experiencing a medical condition and was unable to perform his duties as a Police Officer. Mr. Carelli noted the Union Representative, State Deputy Administrator, Police Chief and Police Officers were present in the room while he was questioning Mr. Mulvaney and asking him to go to a Computer Health Fair for drug testing and testing.~~

PERSONNEL
MATTER &
PRIVACY
CONCERN

~~Mr. Carelli provided the process for testing for controlled substance and reported the results from the drug testing were positive. Mr. Carelli stated Mr. Mulvaney is disputing the results of the testing and the hearing scheduled for May 29, 2025. Mr. Carelli stated Mr. Mulvaney is disputing the results of the testing and the hearing scheduled for May 29, 2025. Mr. Carelli stated Mr. Mulvaney is disputing the results of the testing and the hearing scheduled for May 29, 2025.~~

Mr. Carelli stated the part-time Confidential Secretary resigned and recommended the Mayor and Council consider replacing the position with a full-time employee. Mr. Carelli commented on the need for adequate back-up/cross training in the Finance Department and provided the job description and cost analysis for a full-time Confidential Secretary. Mayor and Council agreed to move forward with the full-time position to provide support for the Administrator, Finance Department and the Department of Public Works.

Mr. Carelli advised the Mayor and Council he received a TORT Notice / Ryan Cichon on May 18, 2025. Mr. Carelli provided procedure and noted the Joint Insurance Fund would appoint an Attorney to defend the Borough interests in the matter. Mr. Carelli updated the Mayor and Council on the Discipline Hearing for Ryan Cichon and stated there have been two days of testimony and there are two additional days scheduled for Hearings. The Borough Labor Attorney will brief and advise the Governing Body once a determination is made.

Motion moved by Councilman Venin, seconded by Councilwoman Kent to Open the Meeting at 9:39pm. All voted in favor of the Motion.

APPROVED: 
MAYOR MICHAEL SERRA

ATTEST:

ELIZABETH BRANDSNESS, RMC
MUNICIPAL CLERK