RESOLUTION
MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Authorizing Police Hiring Process

RESOLUTION #19- 37

BE IT RESOLVED that the Mayor and Council hereby authorize the hiring process for a Police Officer who is already NJ Police Training Commission Certified for the Basic Course for Police Officer.

Certified to be a true copy of a
Resolution adopted at the meeting
of the Mayor and Council on
January 15, 2019

Karen Hughes
Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABSTAIN
Collins			✓			
Montana			✓			
Bicocchi		✓	✓			
Dell	✓		✓			
Murphy			✓			

RESOLUTION
MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Authorizing Offer of Employment for Floater

RESOLUTION #19-36

BE IT RESOLVED that the Mayor and Council hereby authorize the Administrator to make an offer of employment for a Floater position.

Certified to be a true copy of a
Resolution adopted at the meeting
of the Mayor and Council on
January 15, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABSTAIN
Collins			✓			
Montana			✓			
Bicocchi		✓	✓			
Dell	✓		✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Authorizing Offer of Employment for CFO

RESOLUTION #19-35

BE IT RESOLVED that the Mayor and Council hereby authorize the Administrator to make an offer of employment for CFO.

Certified to be a true copy of a
Resolution adopted at the meeting
of the Mayor and Council on
January 15, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABSTAIN
Collins			✓			
Montana			✓			
Bicocchi		✓	✓			
Dell	✓		✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: A Resolution Authorizing The Borough Of Westwood To Enter Into A Cooperative Pricing Agreement

RESOLUTION #19- 34

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Cranford Police Cooperative Pricing System (ID # 47-CPCPS), hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on January 2, 2019 the governing body of the Borough of Westwood, County of Bergen, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Borough of Westwood

AUTHORITY

Pursuant to the provisions of N. J.S.A. 40A:11-11(5), the Mayor of the Borough of Westwood is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the,. Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

Certified to be a true copy of a
Resolution adopted at the meeting
of the Mayor and Council on
January 15, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABSTAIN
Collins			✓			
Montana			✓			
Bicocchi		✓	✓			
Dell	✓		✓			
Murphy			✓			

RESOLUTION
MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Authorizing Hire of Part Time Temporary Employee

RESOLUTION #19- 33

BE IT RESOLVED that the Mayor and Council hereby authorize the hiring of Corinne Woodward as a part time temporary employee in the Board of Health to cover an extended medical leave of absence; and

BE IT FURTHE RESOLVED that the terms shall be 5 hours a day, 5 days a week, at $18 per hour, with no benefits.

Certified to be a true copy of a
Resolution adopted at the meeting
of the Mayor and Council on
January 15, 2019

Karen Hughes
Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABSTAIN
Collins			✓			
Montana			✓			
Bicocchi		✓	✓			
Dell	✓		✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Authorizing Installation of Monitoring Well at DPW

RESOLUTION #19- 32

BE IT RESOLVED that the Mayor and Council hereby authorize the installation of a permanent monitoring well at the Westwood DPW by Boswell Engineering as per their proposal dated October 26, 2018, in an amount not to exceed $9,710.00; and

BE IT FURTHER RESOLVED that the Acting CFO hereby certifies that funds are available in Ordinance #18-39.

Certified to be a true copy of a
Resolution adopted at the meeting
of the Mayor and Council on
January 15, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABSTAIN
Collins			✓			
Montana			✓			
Bicocchi		✓	✓			
Dell	✓		✓			
Murphy			✓			

RESOLUTION
BOROUGH OF WESTWOOD
COUNTY OF BERGEN

TITLE: Certificate of Redemption – Tax Sale Certificate #1510
Resolution #19- 31

I, Stefanie Stokes, Collector of Taxes for the Municipality of Westwood, County of Bergen, State of New Jersey, do hereby certify that;

Tax Sale Certificate #1510 issued for $2,671.64 dated 12/20/1982 and prepared by Eugene F. Young, Collector of Taxes, was issued to Betty Simon, 415 N. Douglas Avenue, Margate, NJ and recorded by the Bergen County Clerk on 1/31/1983, Book 6509 Pages 388-389;

Tax Sale Certificate #1510 was assigned to J & M Land Company, P.O. Box 358, Atlantic City, NJ 08404 on 2/28/1983 and recorded with the Bergen County Clerk on 3/18/1983 Book 725 Pages 200-201

Currently, the property is assessed to 561 Broadway, LLC and the property location is 565 Broadway, Block 802 Lot 2 (formerly Block 611 Lot 2);

WHEREAS, Amy Kirby of Tailored Title, LLC, 96 Pompton Avenue, Verona, NJ 07044 has indicated to the Tax Collector that the cancelled tax sale certificate was never filed and has requested this certificate of redemption to enable her to show that this lien no longer exists on the subject property;

WHEREAS, the Tax Collector has found correspondence and notations indicating that Tax Sale Certificate #1510 was redeemed by J and M Land Company on 7/17/1984 in the amount of $10,819.00;

WHEREAS, to the best of my knowledge this certificate was paid and satisfied and the same may be discharged of record.

CERTIFIED TO BE A TRUE COPY OF A
RESOLUTION ADOPTED BY THE MAYOR
AND COUNCIL FOR JANUARY 15, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABSTAIN
Collins			✓			
Montana			✓			
Bicocchi		✓	✓			
Dell	✓		✓			
Murphy			✓			

CERTIFICATE OF REDEMPTION
BOROUGH OF WESTWOOD

KNOWN ALL MEN BY THESE PRESENTS, that I, Stefanie Stokes, Collector of Taxes of the Borough of Westwood, County of Bergen, State of New Jersey, do hereby certify that to the best of my knowledge that the below referenced Tax Sale Certificate was paid and satisfied and may be discharged of record;

Tax Sale Certificate #1510 issued for $2,671.64 dated 12/20/1982 prepared by Eugene F. Young, Collector of Taxes, issued to Betty Simon, 415 N. Douglas Avenue, Margate, NJ and recorded by the Bergen County Clerk on 1/31/1983, Book 6509 Pages 388-389;

Tax Sale Certificate #1510 was assigned to J & M Land Company, P.O. Box 358, Atlantic City, NJ 08404 on 2/28/1983 and recorded with the Bergen County Clerk on 3/18/1983 Book 725 Pages 200-201

Currently, the property is assessed to 561 Broadway, LLC and the property location is 565 Broadway, Block 802 Lot 2 (formerly Block 611 Lot 2);

Attached is Mayor & Council Resolution #19- confirming this action.

STATE OF NEW JERSEY
SS
BERGEN COUNTY

BE IT REMEMBERED, that on this 16th day of January, 2019 before me that subscriber, personally appeared, Stefanie Stokes, Collector of Taxes of the Borough of Westwood, NJ who I am satisfied is the person mentioned in the foregoing Certificate of Redemption and thereupon she acknowledges that she signed and delivered the same as her act and deed for the uses and purposes therein expressed.

_____
Stefanie Stokes, Tax Collector

WITNESS:

RESOLUTION
MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Authorization for Community Development Grant Agreement for (Senior Citizen Program) 2018-2019

RESOLUTION: 19- 30

BE IT RESOLVED that the Mayor and Council of the Borough of Westwood wishes to enter into a Grant Agreement with the County of Bergen for the purpose of using $5,623.00 in 2018-2019 Community Development Block Grant funds for senior citizen activities; and

BE IT FURTHER RESOLVED that the Mayor and Council hereby authorizes the Borough Administrator to be a signatory to the aforesaid Grant Agreement; and

BE IT FURTHER RESOLVED that the Mayor and Council hereby authorizes CFO to sign all County vouchers submitted in connection with the aforesaid project; and

BE IT FURTHER RESOLVED that the Mayor and Council recognizes that the Borough of Westwood is liable for any funds not spent in accordance with the Grant Agreement and that the liability of the Mayor and Council is in accordance with HUD requirements.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 15, 2019

Karen Hughes
Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Collins			✓			
Montana			✓			
Bicocchi		✓	✓			
Dell	✓		✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL
BOROUGH OF WESTWOOD
COUNTY OF BERGEN

TITLE: Resolution Authorizing the Issuance of Duplicate Tax Sale Certificate #449, Block 409 Lot 11

Resolution: 19-29

WHEREAS, the Tax Collector of the Borough of Westwood has previously issued a tax sale certificate to the Borough of Westwood which certificate was sold at the tax sale on May 6, 1935 and covering premises commonly known and referred to as Block 409 Lot 11, Clairmont Avenue, as set out on the municipal tax map in use which certificate bears number 449;

WHEREAS, Michael Pellegrino, Esq. on behalf of the Borough of Westwood has requested from the Tax Collector the certificate for an in rem foreclosure;

WHEREAS, the Tax Collector cannot locate this certificate which has been lost or otherwise misplaced;

NOW, THEREFORE, be it resolved that the Tax Collector is hereby authorized to issue an appropriate duplicate tax sale certificate covering the certificate lost as previously described;

BE IT FURTHER RESOLVED that a copy of this resolution be attached to the duplicate certificate to be issued to the lien holder and that "Duplicate" certificate shall be imprinted as required by law.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 15, 2019

Karen Hughes
Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Collins			✓			
Montana			✓			
Bicocchi		✓	✓			
Dell	✓		✓			
Murphy			✓			

MAYOR AND COUNCIL
BOROUGH OF WESTWOOD
COUNTY OF BERGEN

TITLE: Resolution Authorizing Refund of Taxes Due to Tax Court Judgment, Block 2105 Lot 5
Resolution: 19- 28

WHEREAS, the property located at 41 Bergenline Avenue, Block 2105 Lot 5, owned by Keystart Property LLC received judgments from the Tax Court of New Jersey dated 1/8/19 in regard to the tax assessment for the years 2014 through 2018;

WHEREAS, taxes are paid and current on the subject property;

NOW THEREFORE, due to a reduction in the property's assessment refunds in the amount of $3,637.92 for 2015, $3,756.61 for 2016, $6,839.53 for 2017 and $8,335.43 for 2018 are due;

NOW THEREFORE, a refund in the amount of $22,569.49 shall be issued to Keystart Property LLC and Michael A. Vespasiano, Attorney Trust Account, 331 Main Street, Chatham, NJ 07928;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the Tax Collector is authorized to issue the refund as indicated above.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 15, 2019

Karen Hughes
Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Collins			✓			
Montana			✓			
Bicocchi		✓	✓			
Dell	✓		✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL
BOROUGH OF WESTWOOD
COUNTY OF BERGEN

TITLE: Abatement of Taxes
Resolution: 19- 27

WHEREAS, prior resolutions of the Mayor and Council of Westwood (#99-95, #99-231, #00-80, #06-50, #07-42, #08-31, #09-30, #10-51, #11-30, #12-35, #13-105, #14-85, #15-70, #16-42, #17-34, #18-32) have allowed for the abatement of the property taxes for the property located at 132 Center Avenue, Block 907 Lot 21, owned by Betty Volz, (or her estate) and

WHEREAS, on April 21, 1999 the Parking Authority of the Borough of Westwood and Betty Volz entered into a certain lease agreement (hereinafter "Lease") whereby the Parking Authority leased the above referenced property, and

WHEREAS, in conjunction with the aforesaid Lease, the parties entered into a certain Option Agreement whereby the owner of the property granted an option to purchase said property to either the Parking Authority or the Borough of Westwood, which Option would be triggered by issuance of final environmental clearances by the NJDEP, to acquire the property at a fixed, predetermined price, and

WHEREAS, the Lease term can be extended at the option of the Parking Authority in the event the environmental clearances are not obtained within the initial three year term;

WHEREAS, the subject property is leased by the Westwood Parking Authority and annexed to the existing adjacent municipal lot and the two lots together have been redeveloped into one large municipal parking facility with a parking capacity for seventy cars;

WHEREAS, the aforesaid municipal parking lot was opened to the public on December 18, 1999 and has been operated as a municipal parking lot since such date;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Westwood hereby authorizes the Tax Collector to abate the taxes on the subject property for the year 2019 and for as long as the property continues to be used as a municipal parking lot and leased by the Westwood Parking Authority.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 15, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABSTAIN
Collins			✓			
Montana			✓			
Bicocchi		✓	✓			
Dell	✓		✓			
Murphy			✓			

RESOLUTION
MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: **Executive Session Resolution**

RESOLUTION: 19-246

WHEREAS, N.J.S.A. 10:4-12 allows for a public body to go into closed session during a public meeting; and

WHEREAS, the Mayor and Council of the Borough of Westwood has deemed it necessary to go into closed session to discuss certain matters, the nature of which items are denoted below, which are exempted from the public.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Westwood will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12b [check applicable item]:

1. Any matter which, by express provision of Federal Law or State statute or Rule of Court shall be rendered confidential or excluded from discussion in public.

2. Any matter in which the release of information would impair a right to receive funds from the Federal Government.

3. Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy.

4. Any collective bargaining agreement.

5. Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.

6. Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection, any investigations of violations or possible violations of the law.

7. Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

8. Any matter involving the employment, appointment, termination of employment, disciplinary action unless individual, in writing requests a public meeting.

9. Any deliberations of the public body occurring after a public hearing that may result in the imposition of specific civil penalty.

Certified to be a true copy of a
Resolution adopted at a special meeting
of the Mayor and Council on
January 15, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABSTAIN
Collins			✓			
Montana			✓			
Bicocchi	✓		✓			
Dell		✓	✓			
Murphy			✓			

RESOLUTION
MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: 2019 Temporary Budget

RESOLUTION: #19-25

WHEREAS, NJSA 40A:4-19 provides that where any contracts, commitments or payments are to be made prior to the final adoption of the 2019 Budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first thirty days of January, 2019, and

WHEREAS, said total appropriations are limited to 26.25% of the total appropriations in the 2018 Budget exclusive of any appropriations made for debt service, capital improvements and public assistance in the said 2018 Budget,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for the Borough's records.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

BOROUGH OF WESTWOOD

FISCAL YEAR 2019 TEMPORARY BUDGET

Account Number	Account Title		Appropriated Amount
9 -01-00-000-000	**CURRENT FUND**		
9 -01-20-000-000	**GENERAL GOVERNMENT FUNCTIONS**		
9 -01-20-100-000	**ADMINISTRATIVE & EXECUTIVE**		
9 -01-20-100-100	A/E SALARY AND WAGES	$	64,000
9 -01-20-100-200	A/E OTHER EXPENSES	$	27,000
9 -01-20-110-000	**MAYOR & COUNCIL**		
9 -01-20-110-100	M&C SALARY AND WAGES	$	9,700
9 -01-20-110-200	M&C OTHER EXPENSES	$	200
9 -01-20-120-000	**MUNICIPAL CLERK'S OFFICE**		
9 -01-20-120-100	CLERK'S OFFICE SALARY & WAGES	$	33,000
9 -01-20-120-200	MUNICIPAL CLERK EXPENSE	$	23,000
9 -01-20-120-220	OTHER EXPENSES - ELECTIONS	$	500
9 -01-20-130-000	**FINANCE DEPARTMENT**		
9 -01-20-130-100	FINANCE DEPT.SALARY & WAGES	$	50,000
9 -01-20-130-200	FINANCE DEPARTMENT OTHER EXPENSES	$	22,000
9 -01-20-135-000	**ANNUAL AUDIT EXPENSE**		
9 -01-20-135-200	ANNUAL AUDIT OTHER EXPENSES	$	2,500
9 -01-20-145-000	**TAX COLLECTION**		
9 -01-20-145-100	TAX COLLECTION SALARY AND WAGE	$	38,000
9 -01-20-145-200	TAX COLLECTION OTHER EXPENSES	$	5,000
9 -01-20-150-000	**TAX ASSESSMENT**		
9 -01-20-150-100	TAX ASSESSMENT SALARY AND WAGE	$	25,000
9 -01-20-150-200	TAX ASSESSMENT OTHER EXPENSES	$	15,000
9 -01-20-155-000	**LEGAL**		
9 -01-20-155-200	LEGAL OTHER EXPENSES	$	75,000
9 -01-20-165-000	**ENGINEERING**		
9 -01-20-165-200	ENGINEERING OTHER EXPENSES	$	5,000
9 -01-20-170-000	**ENVIRONMENTAL COMMITTEE**		
9 -01-20-170-220	ENVIRONMENTAL OTHER EXPENSES	$	100
9 -01-20-175-000	**HISTORICAL COMMISSION**		
9 -01-20-175-200	HISTORICAL COM. EXPENSES	$	1,000
9 -01-20-175-211	BOROUGH HISTORIAN	$	-
9 -01-21-180-000	**PLANNING BOARD/BD OF ADJUSTMNT**		
9 -01-21-180-100	PL BD/BD ADJ SALARY AND WAGES	$	4,000
9 -01-21-180-200	PLAN BD/BD ADJST OTHER EXPENSE	$	5,000

9 -01-22-195-000	**CODE ENFORCEMENT AND ADMINISTRATION**		
9 -01-22-195-100	CONSTRUCTION CODE SALARY/WAGES	$	66,000
9 -01-22-195-200	BUILDING DEPT.OTHER EXPENSE	$	500
9 -01-23-210-000	**INSURANCE/LIABILITY/OTHER**		
9 -01-23-210-200	LIABILITY INS. O/E	$	60,000
9 -01-23-215-000	**WORKERS COMPENSATION**		
9 -01-23-215-200	WORKERS COMPENSATION EXPENSE	$	71,500
9 -01-23-220-000	**GROUP HEALTH INSURANCE**		
9 -01-23-220-200	HEALTH INSURANCE O/E	$	340,000
9 -01-23-221-200	HEALTH BENEFIT WAIVER	$	5,000
9 -01-23-225-100	UNEMPLOYMENT INSURANCE	$	-
9 -01-25-240-000	**POLICE DEPARTMENT**		
9 -01-25-240-100	POLICE DEPT SALARY AND WAGES	$	1,000,000
9 -01-25-240-200	POLICE DEPT OTHER EXPENSES	$	34,000
9 -01-25-240-230	LEASE PURCHASE OTHER EXPENSE	$	30,000
9 -01-25-240-240	POLICE RESERVES OTHER EXPENSES	$	500
9 -01-25-250-000	**DISPATCHERS**		
9 -01-25-250-100	DISPATCHER SALARY & WAGES	$	51,000
9 -01-25-250-200	DISPATCHER OPERATING EXPENSE	$	500
9 -01-25-252-000	**EMERGENCY MANAGEMENT**		
9 -01-25-252-100	E.M. SALARY	$	1,050
9 -01-25-252-200	EMERGENCY MNGMNT OTHER EXPENSE	$	200
9 -01-25-260-000	**FIRST AID**		
9 -01-25-260-200	FIRST AID OTHER EXPENSES	$	6,250
9 -01-25-265-000	**FIRE DEPARTMENT**		
9 -01-25-265-200	FIRE DEPT-MISC OTHER EXPENSES	$	7,000
9 -01-25-265-220	CLOTHING ALLOWANCE	$	-
9 -01-25-265-230	HYDRANTS	$	40,000
9 -01-25-266-000	**UNIFORM FIRE SAFETY**		
9 -01-25-266-100	FIRE SAFETY SALARY AND WAGES	$	22,000
9 -01-25-266-200	FIRE SAFETY OTHER EXPENSES	$	500
9 -01-25-267-000	LIFE HAZARD	$	-
9 -01-25-268-000	LOSAP CONTRIBUTION	$	-
9 -01-25-275-000	**PROSECUTOR**		
9 -01-25-275-100	PROSEC SALARY & WAGES	$	6,000
9 -01-26-290-000	**STREETS & ROADS DEPARTMENT**		
9 -01-26-290-100	ROAD DEPT SALARY & WAGES	$	280,000
9 -01-26-290-200	ROAD DEPT OTHER EXPENSES	$	36,000
9 -01-26-291-000	**TRAFFIC LITES**		
9 -01-26-291-200	TRAFFIC LIGHTS	$	500
9 -01-26-305-000	**RECYCLING**		

9 -01-26-305-100	RECYCLING SALARY AND WAGES	$	1,500
9 -01-26-305-200	RECYCLING OTHER EXPENSES	$	25,000
9 -01-26-306-200	SOLID WASTE COLLECTION & DISPOSAL	$	150,000
9 -01-26-310-000	**BUILDINGS AND GROUNDS**		
9 -01-26-310-100	BLDGS/GROUNDS SALARY & WAGES	$	20,000
9 -01-26-310-200	BLDGS/GROUNDS OTHER EXPENSES	$	20,000
9 -01-26-315-000	**VEHICLE MAINTANENCE**		
9 -01-26-315-200	VEHICLE EXPENSES	$	20,000
9 -01-27-000-000	**HEALTH & HUMAN SERVICES**		
9 -01-27-330-000	**BOARD OF HEALTH**		
9 -01-27-330-100	BD OF HEALTH SALARY AND WAGES	$	40,000
9 -01-27-330-200	BD OF HEALTH OTHER EXPENSES	$	50,000
9 -01-27-345-000	**PUBLIC ASSISTANCE**		
9 -01-27-345-100	PUBLIC ASSIST SALARY AND WAGES	$	9,000
9 -01-27-345-200	PUBLIC ASSIST OTHER EXPENSES	$	100
9 -01-28-370-000	**RECREATION**		
9 -01-28-370-100	RECREATION SALARY & WAGES	$	40,000
9 -01-28-370-200	RECREATION OTHER EXPENSES	$	4,800
9 -01-28-375-000	**WESTVALE PARK**		
9 -01-28-375-200	WESTVALE PARK EXPENSES	$	14,000
9 -01-29-390-000	**LIBRARY**		
9 -01-29-390-200	LIBRARY OTHER EXPENSES	$	160,000
9 -01-30-420-000	**CELEBRATION OF PUBLIC EVENTS**		
9 -01-30-420-200	PUBLIC EVENTS OTHER EXPENSES	$	200
9 -01-30-425-000	SALARY NEGOTIATIONS AND COSTS	$	1,000
9 -01-30-426-000	RESERVE FOR TAX APPEALS CURRENT BUDGET	$	30,000
9 -01-31-000-000	**UTILITY EXPENSES & BULK PURCHASES**		
9 -01-31-430-200	ELECTRICITY OTHER EXPENSES	$	10,000
9 -01-31-435-200	STREET LIGHTING OTHER EXPENSES	$	30,000
9 -01-31-440-200	TELEPHONE	$	31,000
9 -01-31-445-200	WATER OTHER EXPENSES	$	6,500
9 -01-31-446-200	NATURAL GAS EXPENSES	$	7,700
9 -01-31-450-200	PUMP STATION REPAIR & MAINTENANCE	$	3,100
9 -01-31-455-200	BCUA	$	250,000
9 -01-31-460-200	GASOLINE OTHER EXPENSES	$	40,000
9 -01-32-465-000	LANDFILL/SOLID WASTE DISPOSAL COSTS	$	5,250
9 -01-36-000-000	**STATUTORY EXPENDITURES**		
9 -01-36-471-200	PERS EXPENSES	$	382,379
9 -01-36-472-200	SOCIAL SECURITY	$	80,000
9 -01-36-475-200	PFRS EXPENSE	$	875,504
9 -01-36-476-200	WIDOW PENSION	$	5,000
9 -01-36-477-200	DCRP EXPENSE	$	1,000
9 -01-43-490-000	**MUNICIPAL COURT**		
9 -01-43-490-100	COURT SALARY AND WAGES	$	38,000

7 -01-43-490-200	COURT OTHER EXPENSES	$	2,500
9 -01-43-495-110	PUBLIC DEFENDER SALARY/WAGES	$	3,000
9 -01-45-900-000	**DEBT SERVICE**		
9 -01-45-920-200	PAYMENT OF BOND PRINCIPAL		
9 -01-45-930-200	INTEREST ON BONDS	$	57,100
7 -01-45-935-200	INTEREST ON NOTES		
9 -01-45-943-200	**EIT/F PRINCIPAL & INTEREST EXPENSES**		
9 -01-45-943-201	EIT/F PRINCIPAL	$	13,573
9 -01-45-943-202	EIT/F INTEREST EXPENSES	$	3,818
	TOTAL TEMPORARY BUDGET	$	4,894,524
	2018 ADOPTED BUDGET	$	19,353,465
		26.25% $	5,080,284

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Mayor and Council Meeting Schedule for 2019

RESOLUTION: #19-24

BE IT RESOLVED that all meetings of the Mayor and Council of the Borough of Westwood will be scheduled as follows:

All meetings will commence at 7:30 PM (Closed Session) 8:00 PM (Open Session) and be held on the second floor of the Municipal Complex at 101 Washington Avenue in the Council Chambers or adjacent Caucus Room.

Meetings will be held on the first and third Tuesday of each month unless otherwise noted on the attached schedule.

The format for each of the meetings shall be as follows:

1- The first Tuesday meetings shall be Work Sessions of the entire Council in informal format. Members of the public wishing to address the Governing Body may do so during the Public Forums at these meetings.

2- The third Tuesday meetings shall be formal public meetings for the conduct of hearings and the transaction of other business. Members of the public wishing to address the Governing Body may do so during the Public Forums at these meetings.

The Municipal Clerk is hereby directed to publish and display the attached list of said meetings as required by the Open Public Meeting Act.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

BOROUGH OF WESTWOOD
MAYOR & COUNCIL 2019 Meeting Schedule

1st Tuesday – Work Session, 3rd Tuesday – Public Meeting
Unless Otherwise Noted (*)
7:30 pm (Closed Session) – 8:00 pm (Open Session)

***Wednesday, January 2:**
Sine Die – 6:30 pm
Reorganization – 7:00 pm
Tuesday, January 15 – Public Meeting

Tuesday, February 5 – Work Meeting
Tuesday, February 19 – Public Meeting

Tuesday, March 5 – Work Meeting
Tuesday, March 19 – Public Meeting

Tuesday, April 2 – Work Meeting
Tuesday, April 16 – Public Meeting

Tuesday, May 7 – Work Meeting
Tuesday, May 21 – Public Meeting

***Wednesday, June 5** – Work Meeting
Tuesday, June 18 – Public Meeting

No July work meeting scheduled
Tuesday, July 16 – Public Meeting

No August work meeting scheduled
Tuesday, August 20 – Public Meeting

Tuesday, September 3 – Work Meeting
Tuesday, September 17 – Public Meeting

Tuesday, October 1 – Work Meeting
Tuesday, October 15 – Public Meeting

***Tuesday, October 29** - November Work Meeting
***Tuesday, November 12** – Public Meeting

Tuesday, December 3 – Work Meeting
Tuesday, December 17 – Public Meeting

Elections 2019
Tuesday, June 4 – Primary Election
Tuesday, November 5 – General Election

2019 League of Municipalities
November 19-22

RESOLUTION
MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Bergen County Law Enforcement Mutual Aid

RESOLUTION: #19-23

WHEREAS, the Police Departments in Bergen County have a day-to-day responsibility to provide for the security of lives and property and for the maintenance and preservation of the public peace and order; and

WHEREAS, Law Enforcement Officials also have a responsibility to provide for preparedness against natural emergencies, such as floods, hurricanes, earthquakes, major storms, etc., man-made causes, civil unrest, and civil disobedience such as riots, strikes, jail or prison riots, train wrecks, aircraft crashes, major fires, ethnic disorders, terrorist incidents and bombings, state and national emergencies; and

WHEREAS, the Bergen County Police Chief's Association has proposed a Mutual Aid Plan and Rapid Deployment Force to deal with these emergencies; and

WHEREAS, this Plan is adopted in accordance with the provisions of N.J.S.A. 40A:14-156, N.J.S.A. 40A:14-156.1, N.J.S.A. 40A:14-156.4 and N.J.S.A. App. A:9-40.6; and

WHEREAS, this Plan will provide a uniform procedure for the coordination of the requesting, dispatching and utilization of law enforcement personnel and equipment whenever a local law enforcement agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of an emergency, riot or disorder, in order to protect life and property; and

WHEREAS, it is the desire of the Mayor and Council of the Borough of Westwood to participate in a Mutual Aid Plan and Rapid Deployment Force in accordance with the Plan as submitted by the Bergen County Police Chief's Association.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Westwood, that the Police Department of the Borough of Westwood, under the direction of the Chief of Police, cooperate with the Bergen County Police Chief's Association to create an Interlocal Services Agreement with all municipalities in the County of Bergen in order to put into place the Mutual Aid Plan and Rapid Deployment Force; and

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the County Executive, the Board of Chosen Freeholders, the County Prosecutor and all municipalities in the County of Bergen.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Authorizing a Fee for Issuance of Duplicate Tax Sale Certificates

RESOLUTION: #19-22

WHEREAS NJSA 54:5-52.1 allows the Tax Collector to issue a duplicate tax sale certificate upon request by the lien holder,

WHEREAS NJSA 54:5-52.1 permits a municipality to charge a fee not to exceed $100.00 for such a duplicate certificate

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Westwood upon adoption of this resolution, $100.00 may be charged for each duplicate tax sale certificate prepared.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 2, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Mutual Aid – Pascack Valley Fire Departments

RESOLUTION: #19-21

WHEREAS, the Borough of Westwood recognizes the necessity for the sharing of emergency services, aka mutual aid, to communities or districts other than the presently established mutual aid district, for the purpose of providing of personnel and fire and rescue equipment; and

WHEREAS, the Borough of Westwood's Fire Chief or the Fire Chief's designated representative will be making decisions to provide mutual aid to these communities with brief notice; and

WHEREAS, the Borough of Westwood's Fire Chief or the Fire Chief's designated representative will insure that arrangements are made, prior to providing such mutual aid to other communities, for appropriate emergency protection for the Borough of Westwood and its residents; and

The Borough of Westwood understands that the community or region requiring mutual aid may not be adjacent to or be part of the existing mutual aid group already established in the Pascack Valley of Bergen County;

BE IT RESOLVED that the Borough of Westwood authorizes the Westwood Fire Chief and or the Fire Chief's designated representative to provide mutual aid services to any community or district the Fire Chief or his designated representative deems necessary; and

BE IT FURTHER RESOLVED that the Borough of Westwood will provide its insurance carrier and its insurance agents with copies of this resolution to insure that insurance coverage, in the same manner as provided on an everyday basis, is provided to the Borough of Westwood and its representatives during the time period mutual aid is provided to another community or district; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Governing Body of Park Ridge, Woodcliff Lake, Hillsdale, Emerson, River Vale, Old Tappan and the Township of Washington and to the Westwood Fire Department.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Cash Management Plan 2019

RESOLUTION: #19-20

WHEREAS N.J.S.A. 40A:4-14 requires each municipality to have a cash management plan, and

WHEREAS the Acting Chief Financial Officer has prepared the attached plan.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the attached plan be adopted as the Cash Management Plan of the Borough of Westwood.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

CASH MANAGEMENT PLAN OF THE BOROUGH OF WESTWOOD
IN THE COUNTY OF BERGEN, NEW JERSEY

I STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Borough of Westwood, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II DESIGNATION OF OFFICIALS OF THE BOROUGH OF WESTWOOD AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN

The Chief Financial Officer of the Borough of Westwood is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan.

III DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any Certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

Oritani Bank and Atlantic Stewardship Bank.

IV DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Officials(s) of the Borough of Westwood referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits:

No designated brokerage firm.

V AUTHORIZED INVESTMENTS

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

(1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America (any investment contracts providing for resale arrangements with the supplier should be analyzed for legality and should be specifically authorized in the cash management plan);

(2) Government money market mutual funds;

(3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such

obligation bears a fixed rate of interest not dependent on any index or other external factor;

(4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;

(5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase approved by the Division of Investment of the Department of the Treasury for investment by Local Units;

(6) Local government investment pools;

(7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or

(8) Agreements for the repurchase of fully collateralized securities if:

(a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;

(b) the custody of collateral is transferred to a third party;

(c) the maturity of the agreement is not more than 30 days;

(d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-41); and

(e) a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

(a) which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940", 15 U.S.C. sec 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.

(b) the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and

(c) which has:

(i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or

(ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.C. sec.80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of $500 million.

Local Government Investment Pool. An investment pool:

(a) which is managed in accordance with 17 C.F.R. sec. 270.2a-7;

(b) which is rated in the highest category by a nationally recognized statistical rating organization;

(c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;

(d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;

(e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and

(f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least $25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

VI SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN

To the extent any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough of Westwood, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough of Westwood to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investment that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Borough of Westwood or by a third party custodian prior to or upon the release of the Borough's funds.

VII REPORTING REQUIREMENTS

On the first day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Borough of Westwood a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

A. The name of any institution holding funds of the Borough of Westwood as a Deposit or a Permitted Investment.

B. The amount of securities or Deposits purchased or sold during the immediately preceding month.

C. The class or type of securities purchased or Deposits made.

D. The book value of such Deposits or Permitted Investments.

E. The earned income on such Deposits or Permitted Investments. To the extent that such Amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.

F. The fees incurred to undertake such Deposits or Permitted Investments.

G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.

H. All other information which may be deemed reasonable from time to time by the governing body of the Borough of Westwood.

VIII TERM OF PLAN

This Plan shall be in effect from January 1, 2019 to December 31, 2019. Attached to this Plan is a resolution of the governing body of the Borough of Westwood approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan as so acknowledged.

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Tax Sale Costs

RESOLUTION: #19-19

WHEREAS the Tax Collector is required to hold a tax sale annually for delinquent taxes from the prior year, and

WHEREAS NJSA 54:5-38 permits the Tax Collector to substitute one or two certified mailings in lieu of one or two advertisements, and

WHEREAS the same citation permits the Tax Collector to charge $25.00 per mailing when used in lieu of advertising. This additional charge may cause the tax sale cost to be a maximum of $150.00 for an individual property, and

WHEREAS if the Tax Collector chooses an in lieu mailing, the $25.00 charge per mailing will be included in the charges to the property owner or interested party if payment is made prior to the Tax Sale.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Westwood, that the Tax Collector is authorized to collect these additional fees.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Authorization for Finance Department to Charge Tax Search Companies

RESOLUTION: #19-18

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the Finance Department is hereby authorized to charge Tax Search Companies $5.00 per Tax Printout Report request.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Authorization for Finance Department to Charge $25.00 for Checks Issued With Insufficient Funds

RESOLUTION: #19-17

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the Finance Department is hereby authorized to charge $25.00 for returned checks such as for insufficient funds.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Official Borough Newspapers

RESOLUTION: #19-16

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the Official Newspapers of the Borough of Westwood are The Record, Community Life, Pascack Press and Ridgewood News.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: 2019 HOLIDAY SCHEDULE

RESOLUTION: #19-15

BE IT RESOLVED by the Mayor and Council that the 2019 Holiday Schedule for all non-contractual employees is as follows:

Tuesday, January 1, 2019 – New Year's Day

Monday, January 21 – Martin Luther King's Birthday

Monday, February 18 – President's Day

Friday, April 19 – Good Friday

Monday, May 27 – Memorial Day

Thursday, July 4 - Independence Day

Monday, September 2 – Labor Day

Monday, October 14 – Columbus Day

Monday, November 11 – Veteran's Day

Thursday, November 28 – Thanksgiving

Friday, November 29 – Day after Thanksgiving

Wednesday, December 25 –Christmas

Floating Holiday in lieu of Election Day – must be scheduled in advance with your Department Head. All employees in a department may not take the same day as the Floating Holiday. Departments must be open if the Borough is open for business.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

Title: Appointment of Tax Assessor and Borough Attorney for Tax Appeal Matters

Resolution #: 19-14

WHEREAS, there is a need for the Borough Tax Assessor and the Borough Attorney to make certain actions regarding tax appeals filed against the Borough of Westwood, and

WHEREAS, the Mayor and Council of the Borough of Westwood have authorized the Borough Tax Assessor and the Borough Attorney to take such certain actions;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Westwood as follows:

The Mayor and Council of the Borough of Westwood confirms the authority of the Borough Tax Assessor and the Borough Attorney to take certain actions regarding tax appeals filed against the Borough of Westwood including the following:

- Commencement of actions seeking to raise assessments
- Settlement of pending appeals
- Retention of expert witnesses

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 2, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

Title: Magistrate's Order Designating Violation Clerk

Resolution #: 19-13

Pursuant to N.J.S.A. 2A8-10 and in accordance with Rule 7:7-1, Letitia Candeloro is hereby appointed Violations Clerk of the Municipal Court of the Borough of Westwood from January 1, 2019 to December 31, 2019.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

Title: Appointment of Tax Search Officer

Resolution #: 19-12

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the Tax Collector is hereby designated as Tax Search Officer for the year 2019.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

Title: Appointment of Assessment Search Officer

Resolution #: 19-11

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the Borough Clerk be designated as Assessment Search Officer for the year 2019.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

Title: Depository of Attendance Records

Resolution #: 19-10

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that all Municipal Departments and Agencies are hereby directed to provide to the Treasurer on a bi-weekly basis the attendance records for all paid personnel in 2019.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 2, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

Title: Establishment of Petty Cash Fund for Public Assistance

Resolution #: 19-9

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the Treasurer be authorized and hereby directed to draw out of the Public Assistance Fund, a check for $100.00 to the order of Petty Cash.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

Title: Establishment of Petty Cash Fund for Recreation

Resolution #: 19-8

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the Treasurer be authorized and hereby directed to draw out of the Current Fund, a check for $300.00 to the order of Petty Cash Recreation Director.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

Title: Establishment of Petty Cash Fund

Resolution #: 19-7

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the Treasurer be authorized and hereby directed to draw out of the Current Fund, a check for $300.00 to the order of Petty Cash, Borough Clerk.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Adoption of Petty Cash and Credit Card Policies

RESOLUTION: 19-6

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the attached plans be adopted as the Petty Cash and Credit Card Policies of the Borough of Westwood.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			
			✓			

BOROUGH OF WESTWOOD

PETTY CASH POLICY

I. PURPOSE/INTENT

The purpose of this policy is to define the guidelines for petty cash. The dollar amount allocated to the Borough of Westwood's petty cash fund for the Clerk's Office shall be $300.00, for the Recreation Department shall be $300.00 and for the Welfare Department shall be $100.00.

II. DEFINITIONS

Petty Cash – may be used for small purchases that must be made quickly and without prior notice on a contingency basis, or for official, organized activities of the Borough of Westwood or the various boards that function as part of the Borough. Petty cash may ONLY be used when preferred methods of purchase (e.g. purchase requisition) are not feasible.

Petty Cash Receipt – Attached to the original vendor receipt at the time of petty cash disbursement. Includes the following information: date of the disbursement, purpose of the disbursement, amount of the disbursement, budget account number to be charged, signature of the employee receiving the petty cash, signature of the employee's direct supervisor and signature of the appropriate petty cash fund custodian.

Receipt of Petty Cash – Receipt submitted by the petty cash custodian (Borough Clerk, Recreation Director or Welfare Director) to the requestor when requesting petty cash fund reimbursement.

III. POLICY/PROCEDURE

When the maximum amount of the petty cash fund is $300.00, the maximum amount of reimbursement or payment shall be $100.00 per transaction/receipt. When the Maximum amount of the petty cash fund is $100.00, the maximum amount of reimbursement or payment shall be $100.00.

Maintenance of Petty Cash Fund

1. The petty cash fund is maintained by the Finance Office.

2. Each petty cash fund must have only one custodian responsible for disbursements. The custodians shall be as follows:

Petty Cash Fund	Custodian
Borough Clerk	Borough Clerk
Recreation	Recreation Director
Welfare	Welfare Director

In the event the petty cash custodian is unavailable, only the Chief Financial Officer is authorized to disburse the fund.

3. The petty cash funds shall be maintained in a cash box, which is to be locked at all times other than when disbursing cash. Only the petty cash fund custodians and the Chief Financial Officer are to have access to the key, which is to be properly secured at all times to prevent access by unauthorized persons.

4. Expenditures made from petty cash shall not exceed $100.00 per transaction/receipt. Purchases must not be split into multiple transactions to circumvent the $100.00 limit. Expenditures exceeding $100.00 must be paid via a purchase requisition/P.O.

5. Shortages and overages are the responsibility of the appropriate petty cash fund custodian.

6. Each disbursement of funds requires a completed petty cash receipt and original paid receipt attached. A completed petty cash receipt has a date of the disbursement, the purpose of the disbursement, the amount of the disbursement, the account number to be charged, the signature of the employee receiving the petty cash and the signatures for the appropriate Supervisor and the petty cash custodian.

7. If the petty cash custodian is receiving the disbursement, the Chief Financial Officer must sign the petty cash receipt and disburse the funds.

8. Advances – None permitted.

9. The following are strictly **prohibited**: I.O.U.'s to the petty cash fund for employee personal use, cashing personal checks for any Borough employee and reimbursing purchases not for official Borough business.

10. Improperly completed reimbursement requests will not be processed. It is not the custodian's responsibility to complete the form or obtain the required signatures.

BOROUGH OF WESTWOOD

POLICY & PROCEDURE FOR THE USE OF STORE CREDIT CARDS

1. The following store credit cards: Staples, Shop Rite, will be stored in the Borough Clerk's Office, Home Depot and Lowe's will be stored at the Department of Public Works.

2. When a purchase needs to be made, you MUST first receive the approval of your Department Head and then the Chief Financial Officer/QPA for the item(s) for purchase and then obtain the appropriate credit card by signing the credit card log book.

3. After making the purchase, you are to return the receipt of purchase to the Finance Office indicating the Department which made the purchase.

4. Return the store credit card to the Borough Clerk and note the return date in the credit card log book.

5. The store credit cards shall be maintained in a secure location, which is to be locked at all times. Only the Borough Clerk, Director of Public Works and Chief Financial Officer will have access to the key, which is to be properly secured at all times to prevent access by unauthorized persons.

6. The following is strictly **prohibited**: Use of store credit cards for employee personal use. Employees SHALL NOT add any personal items while purchasing items for official Borough business. Failure to adhere to this directive may lead to disciplinary action.

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

Title: Establishment of Interest Rates on Delinquent Taxes & Assessments

Resolution: #19-5

BE IT RESOLVED, by the Mayor and Council of the Borough of Westwood that the rate of interest on delinquent taxes for the year 2019 be fixed at the rate of 8% per annum on delinquent amounts up to $1,500, and at 18% per annum on delinquent amounts of $1,500 and more; and

BE IT FURTHER RESOLVED that the rate of interest on delinquent assessments for the year 2019 be fixed at the rate of 8% per annum on delinquent assessments up to $1,500 and at the rate of 18% per annum on delinquent assessments on $1,500 or more and;

BE IT FURTHER RESOLVED that a 10 day grace period will be allowed on the payment of taxes for each quarter from the first day of that month that taxes are due.

BE IT FURTHER RESOLVED that an additional penalty be charged for delinquency in excess of $10,000 that is not paid prior to the end of the year, the additional penalty so fixed shall be 6% of the amount of delinquency, and

BE IT FURTHER RESOLVED that in accordance with Chapter 99, the Tax Collector is hereby permitted to conduct the yearly tax sale.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			
			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

Title: Facsimile Signatures on Checks
Resolution: #19-4

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the Depositories of the Borough of Westwood, designated at the 2019 Reorganization Meeting to be authorized to honor on and after the date of said Reorganization any check or checks, drafts or other orders for the payment of money drawn against any of the accounts of The Borough maintained with such banks, including those payable to the individual order of any person or persons whose name or names appear thereon as signers thereof, when bearing or purporting to bear the facsimile signatures of the Mayor and the CFO or Borough Clerk of the Borough of Westwood, as well as such checks which may be manually signed by such officers, and

BE IT FURTHER RESOLVED that said banks shall be entitled to honor and to charge this municipality for such checks, drafts or other orders, regardless of by whom or by what means the actual purported facsimile signature or signatures resemble the facsimile specimens duly certified by and filed with said banks by the Borough Clerk or other proper officer of this municipality, and

BE IT FURTHER RESOLVED that any and all resolutions heretofore adopted which are contrary hereto or inconsistent herewith are hereby repealed; and

BE IT FURTHER RESOLVED that a copy of these resolutions, with the specimen machine-made signatures of the officers of the municipality authorized to sign checks, certified by the Borough Clerk, under the seal of the Borough, be filed with each of the aforementioned banks.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Authorization of Payment Signatories for 2019

RESOLUTION: #19-3

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that the Mayor and the CFO, Acting CFO or Borough Clerk are the four titles hereby authorized to jointly sign all checks in payment of funds or the transition of any business for all accounts of the Borough of Westwood on deposit with the designated depositories for the Borough Funds in 2019.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Depositories of Funds

RESOLUTION: #19-2

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood that Oritani Bank be designated as depositories for funds of the Borough of Westwood for the year 2019.

Certified to be a true copy of a Resolution
adopted at the meeting of the Mayor and
Council on January 2, 2019

Karen Hughes

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			

RESOLUTION

MAYOR AND COUNCIL OF THE
BOROUGH OF WESTWOOD

TITLE: Official Electronic Media

RESOLUTION: #19-1

BE IT RESOLVED by the Mayor and Council of the Borough of Westwood, that the Borough Website, www.westwoodnj.gov be the official electronic media for legal advertisements, bid notices and all other required notifications.

Certified to be a true copy of a Resolution adopted at the meeting of the Mayor and Council on January 2, 2019

Karen Hughes, Borough Clerk

NAME	MOVED	SECOND	AYES	NAYS	ABSENT	ABST.
Bicocchi			✓			
Collins		✓	✓			
Dell	✓		✓			
Montana			✓			
Murphy			✓			