

**City of Clifton
City Council
Regular Meeting Agenda
January 8, 2025
6:30 PM**



WORK SESSION

I. PRESENTATION / HEARING / CONFERENCE APPEARANCE(S)

II. ACTION ITEMS

- A- 1 Chief Financial Officer Recommends the Adoption of the 2025 Annual Financial Resolutions on the City Council Agenda (R002-R006)
- A- 2 Chief Financial Officer Recommends Introducing the 2025 Cost of Living Adjustment (COLA) Ordinance (LFN 2024-15) (O7965-25)
- A- 3 Chief Financial Officer Recommends Approving the Budget Appropriation Transfer - Resolution Appears on this Agenda for the City Council Approval (R007)
- A- 4 Plog Brook Culvert Rehabilitation - City Engineer Recommends Awarding Professional Construction Management Services Contract to Boswell Engineering
- A- 5 Authorization to Approve Award of Contract for Computer Components and Services to Precision Computer of Fort Lee for the City of Clifton (R008)
- A- 6 Authorization to Approve Award of Contract for the Purchase of One (1) 2025 Ford F-250 -XL 4WD from Nielsen Ford LLC off the New Jersey State Contract (R009)
- A- 7 Authorization to Approve Award of Contract for Spanish Interpreting Services to Fernandez Translating Services for Municipal Court of City of Clifton (R010)
- A- 8 Authorization to Approve Award of Contract to Gallagher Benefit Services Inc for Salary Evaluations and Correction for Confidential Employees of City of Clifton (R011)
- A- 9 Authorization to Award Contract for Provision of Veterinary Services to the Animal Shelter of the City of Clifton for Year 2025 (R012)
- A- 10 Authorization to Approve Award of Professional Service Contract for Lead Testing Laboratory Services to EMSL Analytical Inc. for Year 2025 (R013)
- A- 11 Authorization to Approve the Purchase the Opioid Remediation Training Course from Z-School Stillman School of Business at Seton Hall University for Police Officers (R014)
- A- 12 Authorization to Award Contract to National Council for Mental Wellbeing for Training of Youth Mental Health First Aid Instructor Training for Health

- Department of City of Clifton (R015)
- A- 13 Authorization to Approve Award of Contract to Draeger Inc. for the Purchase of Draeger Alcotest 9510 to Conduct Breath Alcohol Test on Suspects of Drunk Driving (R016)
- A- 14 Authorization to Approve Revisions to Section 137-19 of the City Code Regarding Increasing the Investigation Time for ABC Matters
- A- 15 Authorization to Approve Appointment of Special Police Officers (R020)
- A- 16 Authorization to Approve 2025 Annual Meeting Notice & Calendar
- A- 17 Authorization to Approve Reappointment of Members to the Clifton Senior Citizens Advisory Committee (R021)
- A- 18 Authorization to Approve Request by ECHO to Hold a Carnival from April 24th - 27th at Main Memorial Park
- A- 19 Authorization to Approve Request by Latino Leaders to Hold a Carnival from September 24th to 28th at Main Memorial Park
- A- 20 Authorization to Approve Increase Salary of P/T Assistant Zoning Officer

III. DISCUSSION ITEMS/NEW BUSINESS

- D- 1 Amend Rules of Order - Public Session (No documentation) MS

IV. COUNCIL MAIL

- CM- 1 Parking Concerns at the Kowal Street Apartments
- CM- 2 Passaic Valley Sewerage Commission Invoice for 2025
- CM- 3 The City of Clifton's Special Improvement Districts (SIDs) Tax Rates for 2025
- CM- 4 Local Finance Notice (LFN) 2024-20 - CY 2025 Budget Matters
- CM- 5 Local Finance Notice (LFN) 2024-21 - Appropriations Cap Relief for CY2025/SFY2026 Budgets
- CM- 6 Chief Financial Officer Reports 2025 Pension Payments
- CM- 7 Retirement - City Clerk
- CM- 8 Cost for Holiday Tree Lightings and Candyland
- CM- 9 2024 Overtime Report - PD

V. CONFIDENTIAL ITEMS / CLOSED SESSION

- CON1 Occidental Chemical Corp. v. 21st Century Fox America, et al 2:18-CV-11273 - Litigation Update
- CON2 Investigation into Complaint of Harassment by R.P. Against M.S.
- CON3 FMBA Negotiations
- CON4 City Manager, Dominick Villano - Notice of Tort Claim - Potential Litigation
- CON5 Conflicts of Interest for Members of the Governing Body - Legal Opinion
- CON6 Liability Claims Against City of Clifton - July 1, 2024 to December 31, 2024
- CON7 Vicki Citrino v. City of Clifton, et al - ESX-L-1892-24
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REGULAR MEETING

I. CALL TO ORDER / ROLL CALL / INVOCATION / PLEDGE TO THE FLAG

Rabbi Kronenberg

II. PUBLIC HEARING

III. PRESENTATION

Introduction of Phase IV Redevelopment Plan

IV. APPROVAL OF MINUTES

Minutes of Workshop Meeting of December 17, 2024

Minutes of Executive Session of December 17, 2024

Minutes of Regular Meeting of December 17, 2024

V. COMMUNICATIONS FROM THE CITY MANAGER

- C- 1 Eveling Gutierrez, Public Safety, Hired as Parking Enforcement Officer, effective December 16, 2024, at \$16.00 hourly.
- C- 2 Maritza Sanchez, Public Safety, Hired as Parking Enforcement Officer, effective December 16, 2024, at \$16.00 hourly.
- C- 3 Melissa Patterson, Human Services, Hired as Omnibus Operator, effective January 2, 2025, at \$40,000.00 annually.
- C- 4 Jonathan Obolsky, Public Works, Laborer 1, hired effective January 2, 2025 at \$32,750.00 annually.
- C- 5 Victoria Tunc, Public Works, Keyboarding Clerk 1, hired effective January 2, 2025, at \$35,000.00 annually.
- C- 6 Brayden Treloar, Public Works, Laborer 1, hired effective January 2, 2025, at \$32,750.00 annually.
- C- 7 Patrick Kobylarz, Public Safety, hired part time as Fire Prevention Specialist, at \$23.00 hourly, effective January 2, 2025.
- C- 8 Panagiotis Vasilopoulos, Human Services, retired position of Omnibus Operator, effective January 2, 2025.

VI. COMMUNICATIONS - MEETING MINUTES

- C- 9 Minutes of Historical Commission of 9/5, 10/3 and 11/18/24
- C- 10 Minutes of Traffic Safety Council of November 21, 2024
- C- 11 Minutes of North Jersey District Water Supply Commission of November 20, 2024
- C- 12 Minutes of Passaic Valley Water Commission of November 24, 2024
- C- 13 Minutes of Beautification Committee of December 2, 2024

VII. ORDINANCE - SECOND READING

- O- 7964-24 An Ordinance to Amend, Revise and Supplement Chapter 461 of the Code of the City of Clifton, Entitled "Zoning", More Particularly Section 461-13.1

Thereof, Entitled "Use Regulations" (Adds Section CC "Cottage Food Operations")

VIII. ORDINANCE - FIRST READING

- O- 7965-25 Calendar Year 2025 Ordinance To Exceed the Municipal Budget Appropriation Limits and To Establish A CAP Bank (NJSA 40A:4-45.14)
- O- 7966-25 An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of the City of Clifton, Entitled "Vehicles and Traffic", More Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Adds 9 Restricted Handicapped Spaces)
- O- 7967-25 An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of the City of Clifton, Entitled "Vehicles and Traffic", More Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Deletes 4 Restricted Handicapped Spaces)
- O- 7968-25 An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of the City of Clifton, Entitled "Vehicles and Traffic", More Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Amends Handicapped Parking Placard Number)
- O- 7969-25 An Ordinance to Amend, Revise and Supplement Chapter 349 of the Code of the City of Clifton, Entitled "Parking on Residential Streets", More Particularly Section 349-2 Thereof, Entitled "Restricted Streets" (Rescinds Permit Parking on Larkspur Lane from Urma Avenue to Pershing Road)
- O- 7970-25 An Ordinance to Amend, Revise and Supplement Chapter 99 of the Code of the City of Clifton, Entitled "Salaries and Compensation", More Particularly Article VI Thereof, Entitled "Confidential Officials and Employees", and More Particularly Section 99-34 Thereof Entitled "Minimum and Maximum Salaries Fixed" (Amends Compensation for 2025)

IX. FLOOR TO MEMBERS OF THE PUBLIC

X. CITY MANAGER PRIVILEGE/Respond to Public Questions

XI. COMMITTEE REPORTS

2023 Bd. of Adjustment Annual Report

2024 Bd. of Adjustment Annual Report

XII. COUNCIL PRIVILEGE

XIII. RESOLUTIONS

- R 001-25 Resolution: Approve Claims List Resolution for the January 8, 2025, City Council Meeting
- R 002-25 Resolution - 2025 Cash Management Plan
- R 003-24 Resolution - 2025 Refund Cancellation Resolution
- R 004-25 Resolution - 2025 Temporary Budget - Clifton Sewer Utility
- R 005-25 Resolution - 2025 Temporary Budget - Municipal Budget
- R 006-25 Resolution - 2025 Terminal Leave Payment Authorization
- R 007-25 Resolution - Budget Appropriation Transfer Resolution - 2024 Municipal Budget

- R 008-25 Resolution Awarding Contract for Computer Components and Related Services to Precision Computer of Fort Lee
- R 009-25 Resolution Authorizing Purchase of One (1) 2025 Ford F-250XL 4WD Super Cab from Nielsen Ford LLC off the NJ State Contract Purchasing Program
- R 010-25 Resolution Autorizing the Award of a Contract to Fernandez Translating Services for Municipal Court Interpreter Spanish Morning and Afternoon Sessions
- R 011-25 Resolution Authorizing the Award of a Contract to Gallagher Benefit Services for Salary Evaluations and Corrections for the Confidential Employees of the City of Clifton
- R 012-25 Resolution Awarding Contract for Provision of Veterinary Services to the Animal Shelter of the City of Clifton for 2025
- R 013-25 Resolution Awarding Professional Services Contract for Lead Testing Laboratory Services to EMSL Analytical, Inc. - January 1, 2025 Thru December 31, 2025
- R 014-25 Resolution Awarding Professional Services Contract for Training Course for Addressing Opioid Use Disorder to Z School-Stillman School of Business at Seton Hall University (Police Department)
- R 015-25 Resolution Awarding Professional Services Contract for Training Course for Youth Mental Health First Aid Instructor Course to National Council for Mental Wellbeing (Health Department)
- R 016-25 Resolution Awarding Contract for Purchase of Draeger Alcotest 9510 System to Conduct Breath Alcohol Test on Suspects of Drunk Driving from Draeger, Inc. for the Police Department of the City of Clifton
- R 017-25 Resolution Authorizing City of Clifton Qualified Purchasing Agent to Procure Goods & Services via New Jersey State Approved Cooperative Contracts
- R 018-25 Resolution Designating the City of Clifton's Code Blue Warming Center the "Councilwoman Lauren E. Murphy Code Blue Warming Center"
- R 019-25 Resolution Rejecting Bid for Revaluation Services
- R 020-25 Resolution for Appointment of Special Police Officers
- R 021-25 Resolution for Reappointment of Members to the Clifton Senior Citizens Advisory Committee
- R 022-25 Resolution of Congratulations Upon Retirement - Omnibus Operator Panagiotis Vasilopoulos
- R Resolution Proclaiming March 12, 2025 as Registered Dietitian Nutritionist Day
- R 023-25 Resolution Authorizing Execution of Subordination Agreement Between City of Clifton and Guaranteed Rate, Inc. (Its Successors and/or Assigns) as their Interest May Appear (Rosemarie Carlee)

XIV. LICENSES

- L- 1 City Relief
- L- 2 Just Salad Store #94
- L- 3 Sodexo Magic-HMH School of Medicine

L-	4	Kashan Indian Kitchen & Bar
L-	5	Casco Viejo Restaurant
L-	6	Santos Flowers
L-	7	Bottleneck Liquors

ITEM NUMBER: A- 1

ITEM NAME: Chief Financial Officer Recommends the Adoption of the 2025 Annual Financial Resolutions on the City Council Agenda (R002-R006)

RECOMMENDATION: Approve

SUMMARY:

To: Dominick Villano, City Manager

CC: Mayor and City Council

On the City Council Agenda for the first City Council Meeting of 2025 are several annually required resolutions for approval by the Governing Body. New this year is a Resolution to approve Terminal Leave payments prior to the adoption of the annual budget.

The following resolutions require City Council approval are as follows:

1. 2025 Cash Management Plan Resolution
2. 2025 Temporary Budget for the Municipal Budget
3. 2025 Temporary Budget for the Sewer Utility
4. 2025 Resolution to authorize cancellations of refunds up to \$10.00
5. 2025 Terminal Leave payment authorization

Thank you.

Respectfully submitted,

Joseph D. Kunz, Chief Financial Officer

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: A- 2

ITEM NAME: Chief Financial Officer Recommends Introducing the 2025 Cost of Living Adjustment (COLA) Ordinance (LFN 2024-15) (O7965-25)

RECOMMENDATION: Approve

SUMMARY:

To: Dominick Villano, City Manager
CC: Mayor and City Council
On the January 8, 2025, City Council Agenda, is the 2025 Cost of Living Increase (COLA) Ordinance for Introduction by the City Council.
I strongly recommend that the City Council Introduce and finally Adopt this annual Budget Ordinance for reasons stated below. with a minimum of 4 affirmative votes.
I have included a breakdown of the City's "Cap Bank" with the assistance of the City Auditors along with Local Finance Notice (LFN) 2024-15 for your review.
The main reason I have placed the COLA Ordinance on for introduction at this time, is so the City Manager and I know how to finalize the draft 2025 Municipal Budget for City Council review.
The first figure is if the City Council again fails to adopt the annual COLA Ordinance, and the second is with the adoption of the annual COLA Ordinance.
I also recommend that the City Council schedule our Budget Meetings fairly quickly in 2025. I should have the draft 2025 Municipal Budget completed by Mid-January, once all the 2024 Revenues are known.
Respectfully submitted,
Joseph D. Kunz, Chief Financial Officer

ATTACHMENTS:

Description		Upload Date	Type
☐	LFN 2024-15	12/18/2024	Cover Memo
☐	Back Up	12/24/2024	Cover Memo

DIVISION OF LOCAL GOVERNMENT SERVICES

Local Finance Notice

LFN 2024-15

October 9, 2024



Philip D. Murphy
Governor

Tahesha L. Way
Lieutenant Governor

Jacquelyn A. Suárez
Commissioner
& Director

Contact

Website

www.nj.gov/dca/dlgs

E-mail

dlgs@dca.nj.gov

Phone

609.292.6613

Mail and Delivery

101 South Broad St.
PO Box 803
Trenton, New Jersey
08625-0803

Distribution

Municipal and County
CFOs

Municipal Clerks

Clerks – Boards of County
Commissioners

Administrators/Managers

Auditors

Calendar Year 2025 Municipal & County Budget Cap Information

This Local Finance Notice addresses issues related to CY 2025 Municipal and County Budgets and the 1977 and 2010 cap laws. It includes information on the 1977 cap law Cost of Living Adjustment (COLA, formerly called Index Rate) and the use of the COLA ordinance (resolution) and Group Health Insurance increase thresholds.

Cost of Living Cap Adjustment

An annual COLA is authorized under the original 1977 budget cap law, currently reflected as N.J.S.A. 40A:4-45.1a. Current law affecting municipal and county budgets requires compliance with both the 1977 cap law and the 2010 levy cap law.

Under the 1977 cap law, the Director of the Division of Local Government Services must promulgate the COLA, which is based on the Implicit Price Deflator for State and Local Governments calculated by the U.S. Department of Commerce, Bureau of Economic Analysis.

The COLA for CY 2025 budgets is **two and one-half percent (2.5%)**. Pursuant to N.J.S.A. 40A:4-45.2, “municipalities and counties shall be prohibited from increasing their final appropriations by more than 2.5%...” unless action is taken by the governing body to increase their final appropriations subject to the cap to the statutorily permitted three and a half percent (3.5%). In the case of counties, the increase applies to the property tax levy, not final appropriations.

The automatic increase to the 1977 cap law base is 2.5%, which is the statutory maximum, except that the governing body may pass a COLA ordinance increasing the cap base by 3.5%. A municipality may by ordinance, or a county by resolution, increase the COLA percentage up to 3.5% [N.J.S.A. 40A:4-45.14(b)] or bank (for up to two years) the difference between its final appropriation subject to the cap and 3.5%. Cap banking is not automatic. A single ordinance or resolution can be used to accomplish both increasing appropriations and banking any unappropriated balance.

Cap bank balances from 2023 and 2024 are available for use in 2025. Once complete, the cap calculations for 2025 will be posted in FAST under the 2025 Introduced Budget in your portal as well as the 2024 levy cap master file.

Using the Allowable Percentage Increase

If a governing body wants to increase its allowable percentage increase in its budget up to 3.5%, the following steps must be taken:

1. After January 1st, and prior to introduction and approval of the budget, an ordinance (resolution for counties) must be introduced that details the following:
 - a. The new rate (increase percent) to be adopted; and,
 - b. The additional amount of appropriations to be added by the increase.
2. The ordinance (resolution) must be approved by a majority of the full membership of the governing body, published, and a public hearing held at least 10 days after the publication date. A certified copy of the introduced action must be filed with the Director of the Division of Local Government Services within five (5) days of its introduction.
3. The governing body may take a final vote on the action any time after the public hearing and prior to adoption of the budget. Depending on the form of government, the chief executive may veto the action in accordance with local procedures.
4. The ordinance (resolution) takes effect immediately upon passage, and a certified copy of the adopted action must be filed with the Director within five (5) days.

Cap increase referendums are not permitted if this option is chosen.

Group Health Insurance Exclusion

The 1977 cap law includes a cap exception for Group Health Insurance (N.J.S.A. 40A:4-45.3e). This exception is limited to the amount appropriated that is over 4% of the previous year's expenditures, but that does not exceed the State Health Benefits percentage increase. As the State Health Benefits percentage increase for CY 2025 calculations is 16.4%, the 1977 cap exception for Group Health Insurance for CY 2025 is 12.4%. The amount that is excluded from the 1977 cap will be appropriated on sheet 20.

The 2010 levy cap Group Health Insurance exclusion is for increases over 2%. For the 2010 levy cap calculation, the Group Health Insurance exclusion is based on the same 16.4% increase, resulting in a maximum exclusion of 14.4% for the CY 2025 levy cap calculation.

Both amounts are calculated in the levy cap workbook. Please use the amount from the correct workbook line for the **appropriation** cap exclusion - featured on the Health Care tab. The amount is listed on line 34, Item 5. under Section C. The levy cap exclusion is automatically added on the workbook summary page.

One-year appropriation cap exclusions for 2024 have been approved by the Local Finance Board for the following appropriations, which will be added to the appropriation cap base for 2025:

Garbage and Trash Removal and Disposal, Recycling, Liability Insurance and Worker's Compensation Insurance. Municipalities that appropriated correct amounts outside cap for the aforementioned purposes on sheet 20 of the budget will be allowed to add the 2024 appropriation to the 2025 cap base. Appropriation cap amounts added for these exclusions may have been adjusted due to errors made to local examination cap calculations.

If you have any questions regarding this information, please e-mail dlgs@dca.nj.gov or call the Bureau of Financial Regulation and Assistance at (609) 930-1994.

Approved: Jacquelyn A. Suárez, Commissioner & Director

Document	Internet Address
Municipal Budget COLA Increase Ordinance	https://www.nj.gov/dca/dlgs/programs/mc_budgets.shtml
2025 SHBP Local Govt. Employee Group Rate Setting Recommendation Report	https://www.nj.gov/treasury/pensions/documents/hb/rate-renewal/py2025-rate-setting-analysis-local.pdf

**MODEL ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the *(insert the name of the governing body)* of the *(insert the name of the municipality)* in the County of *(insert the name of the county)* finds it advisable and necessary to increase its CY 2025 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the *(insert the name of the governing body)* hereby determines that a *(insert the rate of increase)* % increase in the budget for said year, amounting to \$ *(insert the dollar amount increase)* in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the *(insert the name of the governing body)* hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the *(insert the name of the governing body)* of the *(insert the name of the municipality)*, in the County of *(insert the name of the County)*, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2025 budget year, the final appropriations of the *(insert the name of the municipality)* shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by *(insert the rate increase)* %, amounting to \$ *(insert the dollar amount increase)*, and that the CY 2025 municipal budget for the *(insert the name of the municipality)* be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Given 12/3/24 Neutrogena Lake 0.2



LERCH, VINCI & BLISS, LLP

CERTIFIED PUBLIC ACCOUNTANTS
REGISTERED MUNICIPAL ACCOUNTANTS

Memorandum

To: Joseph Kunz, CFO
From: Robert Haag, CPA, RMA, PSA
Date: 12/2/2024
Re: Budget Appropriations and Tax Levy CAPS

With respect to the City's 2025 budget, please see the following pertaining to the statutory maximum allowable appropriations and tax levy:

The State of New Jersey, Division of Local Government Services has not yet released the 2025 appropriations CAP or tax levy CAP calculations for municipalities. However, based on the attached projections of the City's appropriations and tax levy CAP calculations, we have determined the following:

Appropriations CAP

- The City's maximum in-cap appropriations for 2025 based on the statutory permitted maximum increase of 2.5% is projected to be \$117,284,093.
- Should the City Council choose to adopt the COLA ordinance prior to introduction of the 2025 budget, an additional 1% increase, or an estimated amount of \$1,144,235, will be allowed as a permitted increase to the above amount.
- It is projected that the City's available CAP bank from 2024 will be \$4,254,469, which if needed, may be used as a permitted increase to the above amount.

Tax Levy CAP

- The City's maximum allowable tax levy, prior to exclusions, based on the statutory allowable 2% increase is projected to be \$91,561,861.
- This amount may be increased as a result of permitted exclusions for increases in health benefits, pension obligations, capital improvements and debt service. These exclusions will be based on 2025 appropriations, as compared to 2024 expended amounts.
- The City's available CAP bank from 2022, 2023 and 2024 is projected to be \$5,447,045.

Note: The appropriation and tax levy CAP calculations above do not include the amount of a permitted increase based on the added valuations from new construction, which is not yet available. For reference, the amount of this permitted increase for 2024 was \$283,244.

Should you have any questions or wish to discuss this issue in further detail, please don't hesitate to contact our office.

City of Clifton
2025 Budget
Appropriations CAP Projection

	2021	2022	2023	2024	(without COLA Ordinance) Projected 2025	(with approved COLA Ordinance) Projected 2025
Appropriations Subject to "CAP" - Prior CAP Base Adjustment	\$ 99,531,124	\$ 102,708,701	\$ 104,880,750	\$ 110,320,023	\$ 113,854,018	\$ 113,854,018
				3,520,792	569,487	569,487
Allowable 2.5% Increase	2,488,278	2,567,718	2,622,019	2,846,020	2,860,588	2,860,588
COLA Ordinance	995,311	1,027,087		1,138,408		1,144,235
New Construction	360,330	396,484	347,840	283,244	-	-
Total Allowable Appropriations Subject to CAP	103,375,043	106,699,990	107,850,609	118,108,487	117,284,092.63	118,428,328
Appropriations Within CAP	102,708,701	104,880,750	110,760,023	113,854,018	-	-
Excess (Deficiency) Without Bank	666,342	1,819,240	(2,909,414)	4,254,469	117,284,093	118,428,328
CAP Bank Available - 2nd Prior Year	950,065	1,334,979	2,488,404	1,785,588	-	-
CAP Bank Available - Prior Year	2,206,800	2,488,404	1,785,588	-	4,254,469	4,254,469
Total Excess (Deficiency)	\$ 3,823,207	\$ 5,642,623	\$ 1,364,578	\$ 6,040,057	\$ 121,538,562	\$ 122,682,797

NO COLA Ordinance

Loss of 2023 CAP Bank

Loss of 2023 CAP Bank

- COLA Ordinance
Approved 2 Tax Points

City of Clifton
2025 Budget
Tax Levy CAP Projection

PY Tax Levy		\$	89,766,530	
2% Increase			<u>1,795,331</u>	
Adjusted Tax Levy Prior to Exclusions				91,561,861
Exclusions:				
Allowable Health Insurance Increase (Increase over 2% from 2024 up to 16.4%)			-	
Allowable Pension Obligation Increases (Increase over 2% from 2024)			-	
Allowable Capital Improvement Increase (Increase from 2024)			-	
Allowable Debt Service Increase (Increase from 2024)			<u>-</u>	
New Ratable Adjustment to Levy				<u>-</u>
Maximum Allowable 2025 Tax Levy without Bank				91,561,861
CAP Bank Available				
2022	\$	1,306,036		
2023		903,276		
2024		<u>3,237,733</u>		
				<u>5,447,045</u>
Maximum Allowable 2025 Tax Levy with Bank Utilized		\$		<u><u>97,008,906</u></u>

ITEM NUMBER: A- 3

ITEM NAME: Chief Financial Officer Recommends Approving the Budget
Appropriation Transfer - Resolution Appears on this Agenda for the City
Council Approval (R007)

RECOMMENDATION: Approve

SUMMARY:

To: Dominick Villano, City Manager

CC: Mayor and City Council

On the City Council Agenda for January 8, 2025, is a Budget Appropriation Transfer Resolutions #1 for the City Council's approval.

This Resolution authorizes 2024 Budget Appropriation transfers within the 2024 Municipal Budget, that is required to finalize payroll costs for each department.

This Resolution must be approved at this Council Meeting, as Budget Appropriation Transfers (prior year budget) may only be authorized in the first three months of the following calendar year, per NJSA 40A:4-59.

Respectfully Submitted,

Joseph D. Kunz
Chief Financial Officer

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: A- 4

ITEM NAME: Plog Brook Culvert Rehabilitation - City Engineer Recommends Awarding Professional Construction Management Services Contract to Boswell Engineering

RECOMMENDATION: Approve

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Cover Memo	1/2/2025	Cover Memo
	Proposal	1/2/2025	Backup Material

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INTEROFFICE MEMORANDUM OFFICE OF THE CITY ENGINEER

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TO: Dominick Villano, City Manager

FROM: Michael J. Lardner, P.E., C.M.E.

CC: Joseph Kunz, CFO
Andrew Oddo, Legal
Amisha Jariwala, Purchasing Agent

DATE: January 2, 2025

SUBJECT: Plog Brook Culvert Rehabilitation
Construction Management Services

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Attached is a proposal from Boswell Engineering dated December 19, 2024 requesting a lump sum fee of not to exceed \$52,000.00 or approximately 4.0% of the contract amount, for construction management services required to oversee PIM Corporation during the above-referenced project. The proposal calls for project management services, attendance at preconstruction and site meetings, submittal review, part-time site inspection services, generation of weekly status reports and monthly payment estimates, and project closeout services.

On October 3, 2023, the Governing Body awarded a contract to Boswell Engineering Associates for the design of said improvements. We recommend extending construction management services to Boswell Engineering as the design consultant at a competitive price by industry standards rather than pursue these services through Requests for Proposals. As such, Boswell Engineering will be accountable to their design and have familiarity with this project from the onset, to accelerate commencement of construction and navigate the project details necessary for expeditious completion and specification compliance.

Please note that all Engineering, Construction and Construction Management Services for this project were previously deemed eligible and pre-approved for funding through the American Rescue Plan Act of 2021 (ARPA).

PROJECT SUMMARY

The Plog Brook Culvert Rehabilitation project includes the cleaning and lining of existing corrugated metal pipes, round and arch sections of various sizes. Also included in the Contract are point repairs of the pipes.

VIA ELECTRONIC MAIL

December 19, 2024

Mr. Michael J. Lardner, P.E.
City Engineer
City of Clifton
Engineering Department
900 Clifton Avenue, 1st Floor
Clifton, NJ 07013

Re: Request for Proposal for Construction Management and
Construction Inspection Services for Culvert Rehabilitation, Plog Brook
City of Clifton, Passaic County, NJ
Our File No. PR-24-13278

Dear Mr. Lardner:

Boswell Inc. (Boswell), in accordance with your request, is pleased to submit this Proposal to provide Construction Management and Construction Inspection services for the above referenced project. We have carefully reviewed the available information and have a thorough understanding of the requirements and the qualified inspection staff required to successfully execute the work.

The following is an outline of the Scope of Work, Scope of Services, and the Estimated Fee for our professional services.

SCOPE OF WORK

The scope of work includes the provision of Part-Time Construction Inspection services for cleaning and lining of existing corrugated metal pipes (CMP), including round and arch sections of various sizes. The contract also encompasses section replacement of CMP panels, invert repairs of the CMP, boulder removal, and the removal of storm debris.

The work is anticipated to commence in the Spring of 2025 and will take approximately 60 calendar days from the notice to proceed to complete. Boswell will also provide a part-time project manager for the duration of the project. The engineer's estimate for this project is \$1,530,000. For the purpose of the is proposal, Boswell assumed Part-Time inspection for the 2-month duration of the project and also 20 Hrs. for the Project Manager for the project duration.

SCOPE OF SERVICES

Boswell will perform the following scope of services:

1. Provide a Construction Project Manager to manage and coordinate all the administrative and managerial aspects of this assignment.
2. Attend and chair a preconstruction meeting.
3. Attend site meetings, as necessary, with the City of Clifton and the contractor.

Mr. Michael J. Lardner, P.E.
City Engineer
City of Clifton
December 19, 2024
Page 2

4. Provide a part-time Construction Site Inspector during the removal and replacement of the headwall and concrete culvert pipe installation.
5. Review and provide feedback on Contractor submitted shop drawings.
6. Provide weekly status reports to the City of Clifton.
7. Provide monthly payment estimates for the contractor to the City of Clifton.
8. Coordinate obtaining any as-built plans.
9. Perform project closeout.

ESTIMATED FEE

Boswell will provide Part-Time Construction Inspection services as outlined in the proposal for a fee of Fifty-Two Thousand Dollars (\$52,000.00).

The above fee is for the timeframe indicated in the Scope of Work. Should the work extend beyond that date, a supplement may be needed. All billing will be based on our hourly rates schedule and billed on an hourly basis.

ITEMS NOT INCLUDED IN THE ENGINEERING FEE

The following items are not anticipated to be required and are therefore excluded:

1. Material Testing
2. Construction Layout
3. Permitting

Thank you for the opportunity to submit this proposal. We look forward to providing the City of Clifton with our engineering services and to the successful completion of this project. Should you have any questions or require additional information, please do not hesitate to contact Peter Pannucci, Jr., P.E., or me.

Very truly yours,

BOSWELL, INC.



Joseph A Pomante, P.E.

Chief Operating Officer

JAP/PP/tl

cc: Peter Pannucci, Jr., P.E.

ITEM NUMBER: A- 5

ITEM NAME: Authorization to Approve Award of Contract for Computer Components and Services to Precision Computer of Fort Lee for the City of Clifton (R008)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Memo from Purchasing Agent	12/24/2024	Cover Memo
	Memo	1/2/2025	Cover Memo



City of Clifton
Finance Department
ajariwala@cliftonnj.org

INTER OFFICE MEMORANDUM

TO: Dominick Villano, City Manager

FROM: Amisha J Jariwala, Purchasing Agent

DATE: December 24, 2024

RE: Recommendation to Award Contract for Computer Components and Related services to Precision Computer of Fort Lee, Inc.

In an effort to ensure compliance with New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq, City of Clifton solicited bids for Computer Components and Related Services on December 17, 2024 at 2:00 PM. A total of **eight bidders** requested the bid specifications. However, only **one bid** was submitted by :-

Precision Computer of Fort Lee, Inc.	\$260,691.00
--------------------------------------	--------------

Following a review of the submitted bids with MIS Coordinator John Ricca, it is our recommendation that the applicable contract be awarded to the only bidder Precision Computer of Fort Lee in an amount not to exceed \$260,691.00 (See, John Ricca's memo attached). The Term of the Contract will be from January 1, 2025 through December 31, 2026 for not to exceed \$521,382.00 with an extension to two additional years.

A Resolution appears on the agenda

Thank you.

Respectfully Submitted.

Amisha Jariwala, QPA
Purchasing Agent



John Ricca
Management information
Systems Coordinator

City of Clifton

MANAGEMENT INFORMATION
SYSTEMS
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

(973) 470-5658
FAX (973) 470-5264
Email: jricca@cliftonnj.org

To: Dominick Villano, City Manager

From: John Ricca, Management Information Systems

Date: 12/24/2024

Re: Award of Bid – Computer Components and Related Services

I herewith request to place this award for a bid for Computer Components and Related Services on January 8, 2025.

The City received one (1) bid for as-needed Computer Components and Related Services was received and opened on December 17, 2024, from Precision Computer, Precision Computer of Fort Lee, located at 2415 Lemoine Avenue, Fort Lee, New Jersey 07024.

The Purchasing Agent concurs with the Management Information Systems Coordinator to award an as-needed contract to Precision Computer of Fort Lee for the contract period of January 1, 2025, through December 31, 2026, in a not to exceed amount of \$260,691.00 per year, applicable to all departmental usage for a not to exceed contract total amount of \$521,382.00.

A resolution appears on the agenda.

Respectfully,

John Ricca

ITEM NUMBER: A- 6

ITEM NAME: Authorization to Approve Award of Contract for the Purchase of One (1)
2025 Ford F-250 -XL 4WD from Nielsen Ford LLC off the New Jersey
State Contract (R009)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Memo from Purchasing Agent	12/30/2024	Cover Memo
	Memo from Fire Chief	12/30/2024	Cover Memo
	Quote	12/20/2024	Cover Memo



Ryan Fitzsimmons
Acting Fire Chief

City of Clifton

DEPARTMENT OF FIRE
FIRE HEADQUARTERS
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013



(973) 470-5803
FAX (973) 470-5844
CELL (973) 725-2009

To: Dominick Villano, City Manager

From: Ryan Fitzsimmons, Acting Fire Chief

Date: 12/4/24

Re: Authorization to Purchase 2025 Ford F-250 (X2B) XL 4WD SuperCab 8' Box from Nielsen Ford of Morristown via New Jersey State Contract

The cost for the purchase of 2025 Ford F-250 (X2B) XL 4WD SuperCab 8' Box is \$81,735.73 via NJ State Contract #23-FLEET-34922

The new vehicle will replace our Training Officers vehicle that is currently 18 years old (2006). This will provide reduced maintenance costs and increase reliability. There is currently a 1 year back order. Purchasing now is imperative to maintain our fleet of front line and spare apparatus.

Funding for this purchase is available in the current bond ordinance. I request that the Purchasing Agent draft a resolution to facilitate this procurement.

Thank you for your attention to this important matter. Please let me know if you need any additional information.

Thank you,

Ryan Fitzsimmons
Acting Fire Chief



Ryan Fitzsimmons
Acting Fire Chief

City of Clifton

DEPARTMENT OF FIRE
FIRE HEADQUARTERS
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013



(973) 470-5803
FAX (973) 470-5844
CELL (973) 725-2009

To: Dominick Villano, City Manager

From: Ryan Fitzsimmons, Acting Fire Chief

Date: 12/4/24

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Funding for this purchase is available in the current bond ordinance. I request that the Purchasing Agent draft a resolution to facilitate this procurement.

Thank you for your attention to this important matter. Please let me know if you need any additional information.

Thank you,

Ryan Fitzsimmons
Acting Fire Chief



NIELSEN FORD

170 Ridgedale Ave.
Morristown, NJ 07960

Quote

To:	From: Brooks Buxton Phone/Fax: (973) 319-7009 / (973) 884-2650
	Vehicle Pick Up Location Nielsen Fleet 31 Williams Parkway East Hanover, NJ 07936

2025 Ford F-250 (X2B) XL 4WD SuperCab 8' Box
STATE OF NEW JERSEY
CONTRACT #23-FLEET-34922

Mechanical

Engine: 6.8L 2V DEVCT NA PFI V8 Gas -inc: Flex fuel (STD)
Transmission: TorqShift-G 10-Speed Automatic -inc: SelectShift and selectable drive modes: normal, eco, slippery roads, tow/haul and off-road (STD)
3.73 Axle Ratio (STD)
GVWR: 10,000 lb Payload Package

50-State Emissions System
Transmission w/Oil Cooler
Electronic Transfer Case
Part-Time Four-Wheel Drive

78-Amp/Hr 750CCA Maintenance-Free Battery w/Run Down Protection
160 Amp Alternator
Class V Towing Equipment -inc: Hitch, Brake Controller and Trailer Sway Control
Trailer Wiring Harness
3457# Maximum Payload
HD Shock Absorbers
Front Anti-Roll Bar
Firm Suspension

Hydraulic Power-Assist Steering
34 Gal. Fuel Tank
Single Stainless Steel Exhaust
Auto Locking Hubs
Front Suspension w/Coil Springs
Solid Axle Rear Suspension w/Leaf Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control
Exterior
Wheels: 17" Argent Painted Steel -inc: painted hub covers/center ornaments (STD)
Tires: LT245/75R17E BSW A/S -inc: Spare may not be the same as road tire (STD)

Regular Box Style
Steel Spare Wheel
Full-Size Spare Tire Stored Underbody w/Crankdown

Interior

4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement

4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
60-40 Folding Split-Bench Front Facing Fold-Up Cushion Rear Seat
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
Power Rear Windows
FordPass Connect 5G Mobile Hotspot Internet Access
Rear Cupholder
Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button
Cruise Control w/Steering Wheel Controls

Manual Air Conditioning
HVAC -inc: Underseat Ducts
Illuminated Locking Glove Box
Interior Trim -inc: Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shifter Material
HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
Full Overhead Console w/Storage and 2 12V DC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting

Full Vinyl/Rubber Floor Covering
Pickup Cargo Box Lights

Smart Device Remote Engine Start

Instrument Panel Covered Bin and Dashboard Storage

Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
Delayed Accessory Power
Power Door Locks

Clearcoat Paint

Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
Black Rear Step Bumper
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Power Heated Side Mirrors w/Convex Spotter, Manual Folding and Turn Signal Indicator
Manual Extendable Trailer Style Mirrors
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers

Aluminum Panels
Black Grille
Tailgate Rear Cargo Access
Reverse Opening Rear Doors
Tailgate/Rear Door Lock Included w/Power Door Locks
Boxside Steps
Autolamp Auto On/Off Aero-Composite Halogen Daytime Running Lights
Preference Setting Headlamps w/Delay-Off

Cargo Lamp w/High Mount Stop Light
Perimeter/Approach Lights

Entertainment

Radio w/Seek-Scan, Clock and Speed Compensated Volume Control
Radio: AM/FM Stereo w/MP3 Player -inc: 4 speakers
Fixed Antenna

SYNC 4 -inc: 8" LCD capacitive touchscreen w/swipe capability, wireless phone connection, cloud connected, AppLink w/app catalog, 911 Assist, Apple CarPlay and Android Auto compatibility and digital owner's manual
2 LCD Monitors In The Front

Driver Information Center

Trip Computer
Outside Temp Gauge
Digital/Analog Appearance
Seats w/Vinyl Back Material
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
Securilock Anti-Theft Ignition (pats) Immobilizer
2 12V DC Power Outlets
Air Filtration
Safety-Mechanical
AdvanceTrac w/Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control
Safety-Exterior
Side Impact Beams
Safety-Interior
Dual Stage Driver And Passenger Seat-Mounted Side Airbags

Tire Specific Low Tire Pressure Warning

Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch
Safety Canopy System Curtain 1st And 2nd Row Airbags
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point and Height Adjusters

Back-Up Camera



NIELSEN FORD

170 Ridgedale Ave.
Morristown, NJ 07960

Quote

2025 Ford F-250 (X2B) XL 4WD SuperCab 8' Box
STATE OF NEW JERSEY
CONTRACT # 23-FLEET-34922

BASE PRICE \$ 46,969.00

Options for F250

E4	Vermillion Red	\$	660.00
AS	Medium Dark Slate, HD Vinyl 40/20/40 Split Bench Seat	\$	-
W2B	Upgrade to F-250 SRW (W2B) XL 4WD Crew Cab 6.75' Box	\$	3,770.00
X3E	Electronic-Locking w/3.73 Axle Ratio	\$	430.00
17X	FX4 Off-Road Package -inc: Hill Descent Control, Off-Road Specifically Tuned Shock Absorbers, front/rear, Transfer Case & Fuel Tank Skid Plates, Unique FX4 Off-Road Box Decal	\$	495.00
96V	XL Chrome Package -inc: Halogen Fog Lamps, Bright Chrome Hub Covers & Center Ornaments, Chrome Rear Step Bumper, Chrome Front Bumper, 4 Additional Pickup Box Tie-Downs	\$	225.00
68U	F-250 >10K GVWR Package	\$	-
66L	LED Box Lighting	\$	60.00
96D	XL Driver Assist Package	\$	730.00
61S	Front Splash Guards/Mud Flaps	\$	130.00
62S	Rear Splash Guards/Mud Flaps	\$	-
86M	Dual 68 AH/65 AGM Batteries	\$	210.00
66S	Upfitter Switches (4)	\$	165.00
18B	Platform Running Boards	\$	445.00
592	LED Roof Clearance Lights	\$	95.00
47B	Snow Plow/Camper Package	\$	305.00
43K	Pro Power Onboard - 2kW-inc: dual alternators 12V 250 Amp + 24V 150 Amp	\$	985.00
76S	Remote Start System	\$	250.00
85S	Tough Bed Spray-In Bedliner	\$	595.00
61N	Front & Rear Wheel Well Liners	\$	325.00
924	Privacy Glass	\$	30.00
435	Power-Sliding Rear-Window w/Defrost	\$	405.00
52S	Interior Work Surface	\$	140.00
WRTY	Ford PremiumCare 8 Year/ 100,000 Mile Warranty w/ \$0 Deductible	\$	5,335.00
NJ State Contract Discount (10% Off Factory MSRP Options)		\$	(1,512.50)

NJ State Contract Options for Whelen (17-FLEET-00761)

IB2DEDE	Whelen DUO Liberty II Lightbar (MSRP \$8125 @ 45% Off)	\$	4,468.750
CCSRN4	Whelen Carbide Siren/Light Controller (MSRP \$1843 @ 45% Off)	\$	1,013.650
CANEM16	(2) Whelen 16 Output Expansion Module (MSRP \$277 @ 45% Off)	\$	304.700
SA315P	Whelen 100watt Speaker (MSRP \$403 @ 45% Off)	\$	221.650
SAK58	Whelen Speaker Bracket (MSRP \$ 51 @ 45% Off)	\$	28.050
SSFPOS16	(2) Whelen SS Flasher (MSRP \$266 @ 45% Off)	\$	146.300
I3J	(4) Whelen TRIO ION LEDs (R/B/W) Mounted in Grill (MSRP \$952@ 45% Off)	\$	523.600
TLI2J	(2) Whelen DUO TION LEDs Mounted in Rear LP Area (MSRP \$390 @ 45% Off)	\$	214.500
VTX9J	(2) Whelen Vertex LEDs Mounted in Rear Tail Lights (MSRP \$294 @ 45% Off)	\$	161.700
LSVBKT47	Whelen Under-the-Side View Mirror Mount for Two LINSV2 (MSRP \$34 @ 45% Off)	\$	18.700
LINSV2*	(2) Whelen LINV2 LED (1-Red) (1-Blue) (MSRP \$604 @ 45% Off)	\$	332.200

TCRWX5	Whelen TRIO Tracer LEDs (R/B/W) (MSRP \$3610 @ 45% Off)	\$	1,985.500
Labor	Installation 38 hrs @ \$75 per Hour	\$	2,850.000

NJ State Contract Options for AFS (17-FLEET-00792)

CH45-VM	Power Prep Console Harness (MSRP \$999 @ 48% Off)	\$	519.48
PF8M	AFS Power Distribution Panel w/Cut-Off Switch (MSRP \$584 @ 48% Off)	\$	303.68
Labor	Installation 4 hrs @ \$85 per Hour	\$	340.00

NJ State Contract Options for Havis (17-FLEET-00719)

C-VSW-2400-F150-1	Havis Vehicle-Specific 24" Console (MSRP \$891.97 @ 35% Off)	\$	579.77
CARM103	Havis Armrest (MSRP \$182 @ 35% Off)	\$	118.30
CUP2-1001	Havis Cupholder (MSRP \$67 @ 35% Off)	\$	43.55
CAP0325	Havis 3" Coin Dish (MSRP \$51 @ 35% Off)	\$	33.15
CGX	Havis Charge Guard (MSRP \$107 @ 35% Off)	\$	69.55
C-LP3-USB-BL1	3 Lighter Plug Outlet W/ 1 USB Cut Outs (MSRP \$78 @ 35% Off)	\$	115.70
CUSB2	Dual USB Charge Module (MSRP \$99 @ 35% Off)	\$	64.35
MMC	(3) Magnetic Mic Clips (MSRP \$339 @ 35% Off)	\$	220.35
CMCB	(3) Mic Clip Bracket (MSRP \$57 @ 35% Off)	\$	37.05
C-EB40-CCS-1P	Whelen Carbide Mounting Bracket (MSRP \$0 @ 35% Off)	\$	-
C-EB30-CDS-1P	Havis Radio Bracket (MSRP \$0 @ 35% Off)	\$	-
C-EB25-MMT-1P	Havis Radio Bracket (MSRP \$0 @ 35% Off)	\$	-
Labor	Installation 5.25 hrs @ \$90 per Hour	\$	472.50

Additional Options

WeatherTech Side Window Deflectors / Rain Guards	\$	195.00
ARE Z2 Cap Per Customer Spec	\$	5,112.50

Option Total **\$ 34,766.73**

Vehicle Total **\$ 81,735.73**

Date: 11/26/2024

ITEM NUMBER: A- 7

ITEM NAME: Authorization to Approve Award of Contract for Spanish Interpreting Services to Fernandez Translating Services for Municipal Court of City of Clifton (R010)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
☐	Memo from Purchasing Agent	1/3/2025	Cover Memo
☐	Memo From Court Administrator	12/24/2024	Cover Memo



City of Clifton Finance Department

INTEROFFICE MEMORANDUM

To: Dominick Villano, City Manager

From: Amisha Jariwala, Qualified Purchasing Agent

Date: December 24, 2024

Re: Award of Bid Contract for Municipal Court Interpreter Spanish Morning and Afternoon Sessions

The City of Clifton Purchasing Agent requested authorization to advertise for and receive bids for the providing of the above-mentioned Spanish Interpreting Services as the current contract expired December 31, 2024.

Bids were advertised for on December 17, 2024 and one responsive bid was received December 21, 2024, from Fernandez Translating Services, located at 43 Myron Street, Clifton, NJ 07013. One another bid from Language Phone Inc, 2108 N St#7172 Sacramento CA was received via email hence it was considered non-responsive. Eight Bidders requested the Bid Specifications from the Purchasing Agent.

The Purchasing Agent concurs with the Municipal Court Administrator to recommend an award of contract for the Municipal Court Interpreter Spanish Morning and Afternoon Sessions on an as-needed basis, for the contract period of January 1, 2025 through December 31, 2026 for the not to exceed amount of \$60,000 per year with an extension of two additional years. In 2024 we have spent \$56000.00 on this particular vendor for these services. Funds are available and will be charged accordingly as expenses occur, budget approval and appropriations considered and the presentation of a properly executed purchase order.

A resolution appears on the agenda.

Respectfully Submitted,

Amisha J. Jariwala, QPA
Qualified Purchasing Agent



City of Clifton

MUNICIPAL COURT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

JAMES P. SIERADZKI
CHIEF JUDGE
MATTHEW J. TRELLA
JUDGE
ALEXIS MITRESKI
COURT ADMINISTRATOR

PHONE: 973.470.5860
FAX: 973.470.5924
EMAIL: alexis.mitreski@njcourts.gov

MEMORANDUM

TO: Dominic Villano, City Manager

FROM: Alexis Mitreski, Municipal Court Administrator

RE: Bid Results for Spanish Interpreting Services

DATE: December 18, 2024

I am writing to provide a recommendation for the award of the bid for Spanish Interpreting Services. The City of Clifton solicited bids for this service, with a submission deadline of **11:00 AM on December 17, 2024**. The Clifton Municipal Court has used the services of Fernandez Translating Services, LLC for as long as I can remember. They are professional, accurate and extremely helpful. They are reliably logged onto every session on time and go above and beyond to help not only the Court, but other departments who need document translating into Spanish at no additional cost to the City. I would appreciate the acceptance of this bid for Fernandez Translating Services, LLC at the cost of \$175 per session. You will not find a better agency at this price. If accepted, I ask that the Purchasing Agent draft a resolution.

c: Joseph Kunz, Chief Financial Officer
Amisha Jariwala, Purchasing Agent

ITEM NUMBER: A- 8

ITEM NAME: Authorization to Approve Award of Contract to Gallagher Benefit Services Inc for Salary Evaluations and Correction for Confidential Employees of City of Clifton (R011)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Memo from Purchasing Agent	1/1/2025	Cover Memo
	Proposal from Lindenberg Group	1/1/2025	Cover Memo
	Proposal from Gallagher Benefit Services	1/1/2025	Cover Memo



City of Clifton
DEPARTMENT OF FINANCE
900 CLIFTON AVENUE
CLIFTON, NJ 07013
FAX: (973) 470-9456

Chief Financial Officer
Treasurer
Purchasing Agent
Payroll
Finance Office

INTEROFFICE MEMORANDUM

To: Dominick Villano, City Manager

From: Amisha Jariwala, Purchasing Agent

Date: January 1, 2025

Re: Resolution Awarding Contract to Arthur J Gallagher & Company for the Salary Evaluation and Correction for Confidential Employees

The City's Qualified Purchasing Agent requests authorization to award contract to Arthur J Gallagher & Company for the Salary Evaluation and Correction for Confidential Employees.

I have received two proposals for the above project .

- Arthur J. Gallagher & Company - \$42,850 based on 40 positions
Gallagher Benefit Services - Human Resources & Compensation Consulting
c: 314.494.4849 | e: erik_henrysmetana@ajg.com
<https://www.linkedin.com/in/eriksmetana/>
- Judy Lindenberger, Founder and President - \$9550 based on 37 positions
The Lindenberger Group
Human Resource Solutions
www.lindenbergergroup.com
[609.730.1049](tel:609.730.1049)

Proposal request was sent to the Willis Towers and Watson Company for the same project and was unable to submit a proposal for this project.

The total not to exceed amount for the contract for Salary Evaluation and Correction is \$42,850.00 and Arthur J Gallagher & Company are more established and has potentially greater resources and expertise and has provided services to other municipalities satisfactorily.

A Resolution appears on the agenda.

Respectfully Submitted,
Amisha J. Jariwala
Qualified Purchasing Agent



5 Hopkinson Court ♦ Titusville, New Jersey 08560

609.730.1049

Judith.lindenberger@gmail.com

www.lindenbergergroup.com

Amisha Jariwala, QPA, PACO
Purchasing Agent
Finance Department
City of Clifton
900 Clifton Ave
Clifton NJ 07014

December 11, 2024

Dear Amisha,

The Lindenberger Group

Founded in 2001, The Lindenberger Group is an award-winning (Athena Award for Excellence in Mentoring) human resources, coaching, training and project management firm based in NJ. We support and extend in-house human resources knowledge and professionals in organizations of all sizes and industries. We maintain a team of more than 15 highly experienced professionals with extensive expertise in all Human Resource disciplines. Currently we support more than 35 clients in a variety of initiatives including leadership coaching, change management, employee relations counseling, HR investigations, cultural assessments, performance management, compensation reviews and policy creation.

Statement of Work

City of Clifton would like Lindenberger Group to conduct a compensation analysis and make recommendations on salary for the following 37 positions, for whom you have up to date job descriptions.

1. Administrative Analyst

2. Assistant Municipal Attorney
3. Chief Emergency Medical Technician
4. Chief Financial Officer
5. Chief Municipal Court Judge
6. Chief Municipal Prosecutor
7. City Clerk
8. Registrar of Vital Statistics
9. City Engineer
10. ADA Compliance Officer
11. City Manager
12. Communications Manager
13. Comptroller
14. Confidential Secretary
15. Deputy City Clerk
16. Director of Health and Welfare
17. Director of Public Works
18. Economic Development Director
19. Fire Chief
20. First Assistant Municipal Attorney
21. Health Officer
22. Management Information Specialist
23. Municipal Attorney

24. Municipal Court Administrator

25. Municipal Court Judge (Second)^a

26. Municipal Prosecutor (Second)^b

27. Municipal Treasurer

28. Personnel Officer

29. EEO Officer

30. HRO Officer

31. Planning Director

32. Police Chief

33. Public Defender

34. Purchasing Agent

35. Tax Assessor

36. Tax Collector

37. Tax Search Officer

Consultant Assigned to Project

We will assign Dara Robifker, CCP, to work with you as your primary consultant. Should you have additional work, we may assign other consultants, with your approval, from time to time to meet your needs and deadlines. Should you be dissatisfied with your consultants' performance, we require a written request and will assign another qualified consultant as soon as possible.

Dara has decades of experience in driving recruitment, retention, and productivity, with a concentration in compensation, incentives, training, education, and every aspect of the employee experience. A strong analyst and compliance expert, she is skilled in leading projects and teams.

Her diverse industry experience ranges from finance to pharmaceuticals to healthcare and includes the following:

- Benefits Administration
- Budget Management
- Compensation Analysis
- Conflict Resolution
- Continuous Improvement
- Cross-Functional Teamwork
- Employee Engagement
- Employee Onboarding
- Employee Relations
- HR Compliance
- Internal Communications
- Management
- Mergers and Acquisitions
- Planning and Execution
- Project Management
- Vendor Management

Dara holds a Bachelor of Science (BS) in Marketing, with a minor in Industrial/Organizational Psychology, from Plattsburgh State University, as well as the Certified Compensation Professional (CCP) certification from World At Work.

Client Responsibilities

In order to meet deadlines and ensure the success of the project, City of Clifton will assign a point person to work with The Lindenberger Group. This point person will be available to arrange meetings, provide information and oversee internal project deliverables such as scheduling training.

Duration of Contract and Requisite Notice of Termination of Contract

Either party may terminate this Agreement at any time by providing notice, in writing two (2) weeks prior to the Agreement termination.

Proviso

The Lindenberger Group shall make reasonable efforts to inform City of Clifton of changes in human resources law or regulation. We are not attorneys, however. City of Clifton. Any legal advice should be obtained from an attorney by City of Clifton.

The Lindenberger Group shall not be required to perform any services which are or become illegal during the term of this Agreement.

Limitation of Liability and Indemnification

The Lindenberger Group's total liability under this Agreement for damages, costs and expenses, regardless of cause, shall not exceed the total amount of fees paid to The Lindenberger Group by City of Clifton under this Agreement.

City of Clifton shall indemnify The Lindenberger Group against all claims, liabilities and costs, excluding claims, liabilities and costs arising from any gross negligence or willful misconduct of The Lindenberger Group, including reasonable attorney fees, of defending third party claims or suits, arising out of or in connection with this Agreement.

Non-Solicitation of The Lindenberger Group's Employees, Agents or Consultants

During the term of this Agreement and for a period of twenty-four (24) months following the termination of this Agreement, regardless of the circumstances surrounding the termination, and for a geographic scope of 250 miles, City of Clifton covenants and agrees that City of Clifton shall not, directly or indirectly, (a) solicit to hire or solicit to contract with any employee, agent or consultant of The Lindenberger Group; or (b) hire, employ and/or contract with any employee, agent or consultant of The Lindenberger Group or (c) solicit or otherwise induce any customer, client or referral source of The Lindenberger Group to leave The Lindenberger Group or reduce the amount of business it does with The Lindenberger Group for any reason.

Choice of Law and Event of Breach

This Agreement is governed and construed in accordance with New Jersey law, without regard to conflict of law principles. In the event of City of Clifton's breach of this Agreement, The Lindenberger Group will be entitled to recover its reasonable attorneys' fees and costs incurred in any enforcement action or action for damages.

Cost and Terms of Payment

We charge \$175 an hour plus travel expenses such as mileage. We estimate 46 hours for this project. In addition, you would need pay for a survey from Salary.com for \$1,500. The total is \$9,550,

A signed Agreement is required in order to begin this assignment.

We bill you on the first of each month; payment is due by the fifteenth of each month.

A late charge of 1% per month may be applied to each of The Lindenberger Group's invoices not paid by the applicable due date and City of Clifton shall reimburse The Lindenberger Group for all reasonable costs incurred by The Lindenberger Group in connection therewith, including, without limitation, attorney fees and collection fees.

Agreement

It the above terms are acceptable to you, please counter-sign as indicated below, and the fully executed document will serve as a legally binding Agreement.

Please let me know if you have any questions. I look forward to working with you on this project.

Sincerely,

Judith Lindenberger
President

Acceptance

If this proposal meets your approval, please sign and date below and return a copy to us.
A copy is to be kept for your files. Thank you.

Amisha Jariwala
Purchasing Agent
City of Clifton

Date

Judith Lindenberger, President
The Lindenberger Group, LLC

Date

NOTE: Signature of this contract will commit time to the project.

December 13, 2024

Amisha Jariwala

Finance

City of Clifton, New Jersey

To whom it may concern:

We appreciate the opportunity to present the following information regarding the services that Gallagher's Human Resources & Compensation Consulting practice can offer the City of Clifton, New Jersey (the City). We understand that the City seeks a consultant to conduct a compensation benchmarking and analysis study focused on a select group of approximately ~40 pre-established titles.

Based on this understanding, we have prepared the following, which describes our teams' capabilities, experience, and approach to the project.

We will provide the City with the most experientially and demographically diverse project team of any consulting practice in the country, which enhances the solutions and recommendations we will provide on this engagement. Our team's questions and perspectives ensure we anticipate the many issues the City may face throughout such an engagement and manage said recommendations going forward.

We appreciate the opportunity to submit this information and look forward to helping the City conduct this study. Feel free to contact us directly if you need additional information or have questions regarding this proposal.

Sincerely,



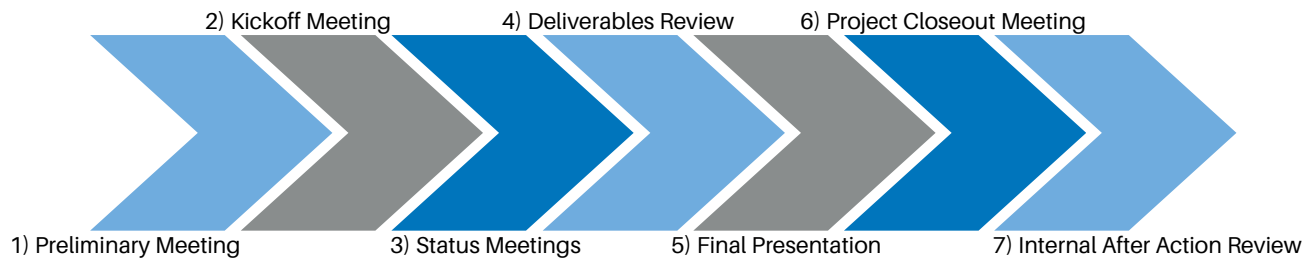
Ronnie Charles
National Managing Director
& Practice Leader



Erik Henry-Smetana
Managing Director
& Operations Leader

Approach & Value Proposition

Our practice takes a thoughtful and collaborative approach to all of our client engagements, where we work to ensure our efforts are ones which demonstrate how the Public Sector & Higher Education practice C.A.R.E.S. - collaborate/consult, advise/assess, recommend/resource, engage/endorse, and strategize/serve - about our clients and their needs. To that end our project approach starts with our process and client communications.



Arthur J. Gallagher & Co. opened its doors for business in 1927 and is still “growing strong” because of a practiced ability to help clients think ahead. Founded by its namesake who was previously the leading producer for Chicago’s largest insurance brokerage, Gallagher is now one of the world’s largest human capital, insurance brokerage and risk management services firms. Headquartered in Rolling Meadows, IL, we have operations in 33 countries, and extend our client-service capabilities to more than 90 countries through a global network of correspondent brokers and consultants.

The ideals, principles, and values embodied by the founder whose name still appears on our door are part of our corporate DNA. Gallagher’s approach to business, cultivated through three generations of family leadership, has always centered on creating relationship value as true partners to our clients.

Gallagher’s interactions with you will be straightforward and candid. By earning the trust of our clients, we’ve sustained a reputation for ethics and a commitment to transparency that continue to contribute to our growth. Gallagher was the first insurance broker named to the Ethisphere® Institute’s annual list of the World’s Most Ethical Companies in 2012 — a recognition it has earned repeatedly in the years since.

The high standards of conduct we’ve set for our external professional relationships are the same rules we follow internally. The Gallagher Way, a one-page document that outlines our 25 shared values, was written in 1984 but is just as culturally relevant today. It speaks to the value of relationships, and several tenets set guidelines for ethical behavior. Gallagher combines innovative solutions, thoughtful advice and honest business practices to minimize risk and help fuel your success.

Our practice has been in business since 1981, serving clients with the utmost integrity, customer care, and delivery of strategic services focused on compensation and classification, strategic and operational people-centric programs and services, and collaborative partnerships with organizations across North America.

Cost Proposal & Statement of Work

We understand the importance of this engagement. Therefore, we have proposed a fee schedule - fixed fee, not to exceed pricing - that is sensible and that generates project results that will add value to the City **based on the estimated hours and effort necessary to complete the project** to our internal standards, deliver to client-partner expectations, and complete the essential and value-added steps of the project as outlined in this proposal as based on our understanding of the scope and communicated organizational/workforce details. **It is estimated this engagement will last for a period of up to five (5) months.**

Project Workstreams & Cost

Workstream 1: Project Initiation, Planning & Administration

Workstream 2: Compensation Benchmarking & Analysis

Phase 1: Data Review and Survey Development

- Deliverables: Facilitated Stakeholder Discussion, Collection and Review of Client Position and Census Data, Development and/or Confirmation of Peer Organizations, Development and Facilitation of Custom Survey
- Meeting Structure: Primarily virtual

Phase 2: Compensation Review

- Deliverables: Custom Survey Data Review & Analysis, Published Survey Integration, Compression Analysis, Benchmark Summary Findings and Documentation
- Meeting Structure: Primarily virtual

Workstream 3: Project Finalization, Presentation & Deliverables

- Estimated Timeline: Final Deliverables at end of 5-month engagement
- Deliverables: Final Benchmark Summary, Final Narrative Report, Final Presentation Deck, Presentation to Stakeholders
- Meeting Structure: Primarily virtual

Estimated Total Cost: \$42,850

The above fees assume all meetings, discussions, or presentations requiring the participation of the Public Sector & Higher Education practice will be held via teleconference or video. All anticipated project expenses are included in this quote.

Project Assignment

This Project Assignment is issued according to the attached proposal with an Effective Date of { / / }, by and between Gallagher Benefit Services, Inc. ("Gallagher") and the City of Clifton, New Jersey ("Client").

Scope of Services:

- Deliverables and timeline as outlined on page 3 of this document ("Cost Proposal & Statement of Work").

Schedule / Period of Performance:

- Deliverables and timeline as outlined on page 3 of this document ("Cost Proposal & Statement of Work").

Fees & Expenses:

\$42,850.00 fixed fee, payable in five (5) equal monthly installments of \$8,570.XX with the first installment issued within thirty (30) days of project assignment execution and the final installment within 30 days of the provision of final project deliverables as outlined in the attached proposal.

Key Assumptions:

The client will provide Gallagher access to data or other internal necessary resources to complete the assignment.

ACCEPTED AND AGREED:**CLIENT**

By:

Name:

Title:

Date:

Address:

Gallagher Benefit Services, Inc.

By:

Name: Erik Henry-Smetana

Title: Managing Director

Date: December 13, 2024

Address: 8 Cadillac Dr, Suite 200
Brentwood TN, 37203

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) GALLAGHER BENEFIT SERVICES, INC.	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☒ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) 5 Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) E (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐	
	5 Address (number, street, and apt. or suite no.). See instructions. 2850 GOLF ROAD 6 City, state, and ZIP code ROLLING MEADOWS, IL 60008 7 List account number(s) here (optional) P.O. Box 71696, Chicago, IL 60694-1696	Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

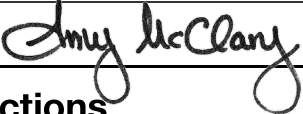
Social security number									
			-				-		
or									
Employer identification number									
3	6		-	4	2	9	1	9	7

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person 	Date 4/15/2024
------------------	--	--------------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

ITEM NUMBER: A- 9

ITEM NAME: Authorization to Award Contract for Provision of Veterinary Services to the Animal Shelter of the City of Clifton for Year 2025 (R012)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
☐	Memo From the Health Officer	1/2/2025	Cover Memo

Clifton Health Department



INTER-OFFICE MEMO

Date: December 31, 2024

To: Nick Villano, City Manager

From: John E. Biegel III, Health Officer

Cc: Matthew Priore, Municipal Attorney
Joseph Kunz, CFO
Amisha Jariwala, Purchasing Agent

Subject: **2025 Veterinarian Examination Services for the City of Clifton Stray or Surrendered Animals**

Please be advised that the Health Department sent requests for quotes to Clifton Veterinarians and The Friends of the Shelter (FOS) via regular for the following services:

- Examination
- FiV FeLV Test (feline) OR Heartworm Test (canine)
- Revolution (feline) or Frontline (canine)
- Deworming
- Vaccinations for Rabies and Distemper

The Health Department only received one quote from the FOS (please find attached) and no responses from the other veterinarians. It is my recommendation to award the contract to the FOS.

The FOS will charge the City of Clifton \$130.00 per animal for all of the above-mentioned services for the first seven days that the City is

responsible for the animal (as per state guidelines) or longer if the animal is under a legal hold. There has been no price increase since last year. The City of Clifton will be responsible for all other costs incurred, not including the above-mentioned services. FOS will submit a monthly invoice to the City of Clifton for all other medical services rendered for such animals. The City will also be responsible for transporting all City animals for all veterinarian services.

I request to encumber \$52,500.00 to cover 2025. This amount is \$4,000 more than last year. The increase of animals expected is due to pet returns since the pandemic. Funding will be taken from the Animal Control Operations.

Please advise me on this matter.

ITEM NUMBER: A- 10

ITEM NAME: Authorization to Approve Award of Professional Service Contract for Lead Testing Laboratory Services to EMSL Analytical Inc. for Year 2025 (R013)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
📎 Memo from Purchasing Agent	1/2/2025	Cover Memo
📎 Memo from Health Officer	1/2/2025	Cover Memo
📎 Quote from EMSL ,Garden State Lab And Eurofin Lab and	1/2/2025	Cover Memo



***City of Clifton
Finance Department
Purchasing Agent***

INTEROFFICE MEMORANDUM

To: Dominick Villano, City Manager

From: Amisha J. Jariwala, QPA

Date: January 2, 2025

Re: Resolution awarding a professional services contract be provided to EMSL Analytical, Inc. for Analytical Laboratory Services- Lead Testing

The Health Officer has requested a professional services contract be provided to EMSL Analytical, Inc. for Analytical Laboratory Services for the City's Lead Testing services. The vendor has provided the required Pay to Play forms, and a \$19.65 Per test for Lead In Dust By FLAM AAS, with a 72 hour turnaround time. Health Officer has solicited quotes from Garden State Lab and Eurofins Lab which are expensive than EMSL Analytical Inc.

The term of contract shall be from January 1, 2025 thru to December 31, 2025. The total not to exceed amount of the contract shall be \$60,000, subject to Council approval by resolution for any changes, should such be needed.

A Resolution appears on the Agenda.

Respectfully Submitted,

Amisha J. Jariwala, QPA
Qualified Purchasing Agent



Clifton Health Department

INTER-OFFICE MEMO

DATE: December 31, 2024

TO: Dominick Villano, City Manager
Matthew Priore, Municipal Attorney
Joseph Kunz, City Financial Officer
Amisha Jariwala, Purchasing Agent

FROM: John E. Biegel, III, Health Officer/Director of Health Human Services

RE: **E.M.S.L. Analytical, Inc.**
Lead Testing Laboratory Services for 2025

I am recommending a resolution be prepared to approve the contract with EMSL Analytical, Inc., located at 200 Route 130 North, Cinnaminson, NJ 08077, to perform professional lead laboratory services as regulated by law. EMSL Analytical, Inc. currently processes all of the Health Department's lead dust wipe samples that are collected when performing residential property dwelling inspections, as well as sampling when investigating a child with a high blood lead level.

The Health Department received two other quotes that would be higher total amounts. Garden State Lab's quote included tubes and wipes for test sampling but was at an elevated cost. Eurofins Lab had a lower per unit cost, but would require the purchase of supplies. EMSL Analytical's price quote is the same as last year, which is \$19.65 per wipe and includes all supplies. Ultimately, EMSL has provided the best quote and also provided the City with exceptional service last year.

The cost is not expected to exceed \$60,000, which is \$40,000 less than this past year due to the number of properties left in the Health Department's first cycle of state-mandated lead inspections; the money will be procured from the Lead Trust Fund.

Kaufman, Victoria

From: Spencer, Melissa
Sent: Monday, November 18, 2024 2:09 PM
To: Kaufman, Victoria
Subject: FW: Quote

Melissa Spencer
Senior R.E.H.S.
Lead Risk Assessor
Clifton Health Department
900 Clifton Ave
Clifton, NJ 07013
973-470-5764
FAX 973-470-5768



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www.cliftonnj.org



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From: Bish, Jeromy <jbish@EMSL.com>
Sent: Monday, November 18, 2024 10:34 AM
To: Spencer, Melissa <mspencer@cliftonnj.org>
Subject: RE: Quote

CAUTION: This email originated outside the City of Clifton's email system.
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Melissa,

We can hold your 2024 rates for 2025



Jeromy Bish

Sales Account Manager

EMSL Analytical, Inc. 200 Route 130 North Cinnaminson, NJ 08077

Phone: 856-858-4800 Direct: 856-303-2570 Toll Free: 800-220-3675

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From: Spencer, Melissa <mspencer@cliftonnj.org>

Sent: Thursday, November 14, 2024 10:52 AM

To: Bish, Jeromy <jbish@EMSL.com>

Subject: RE: Quote

[EXTERNAL E-MAIL]

Thank you.

Melissa Spencer
Senior R.E.H.S.
Lead Risk Assessor
Clifton Health Department
900 Clifton Ave
Clifton, NJ 07013
973-470-5764
FAX 973-470-5768



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www.cliftonnj.org



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Follow Us On Instagram:
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From: Bish, Jeromy <jbish@EMSL.com>
Sent: Thursday, November 14, 2024 9:02 AM
To: Spencer, Melissa <m Spencer@cliftonnj.org>
Subject: RE: Quote

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Hi Melissa,

I will put something together and get back to you



Jeromy Bish
Sales Account Manager
EMSL Analytical, Inc. 200 Route 130 North Cinnaminson, NJ 08077
Phone: 856-858-4800 Direct: 856-303-2570 Toll Free: 800-220-3675

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From: Spencer, Melissa <m Spencer@cliftonnj.org>
Sent: Thursday, November 14, 2024 8:56 AM
To: Bish, Jeromy <jbish@EMSL.com>
Subject: Quote

[EXTERNAL E-MAIL]

Hi Jeromy,

May you please provide us with a price quote for 2025 .

Thank you ,

Melissa Spencer

Senior R.E.H.S.
Lead Risk Assessor
Clifton Health Department
900 Clifton Ave
Clifton, NJ 07013
973-470-5764
FAX 973-470-5768



The Clifton Health Department is a contractual health agency serving the Township of Little Falls.

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Garden State Laboratories, Inc.

Bacteriological and Chemical Testing

Toll Free 800-273-8901
Telephone 908-688-8900
Fax 908-688-8966
Email: info@gsllabs.com
Internet: www.gsllabs.com

Main Lab
410 Hillside Avenue
Hillside, New Jersey 07205
NJDEP Lab Cert. #20044

Jersey Shore Lab
54 Main Street
Waretown, New Jersey 08758
NJDEP Lab Cert. #15037

Mathew Klein, M.S., Founder (1916-1996)
Harvey Klein, M.S., Laboratory Director
Jordan B. Klein, B.A., Exec. Vice President
Sharon Ercoliani, B.A., Laboratory Manager

Clifton Health Department
900 Clifton Ave
Clifton, NJ 07013

December 11, 2024

Re: Clifton Health Department Quote for Analytical Services 2025

Thank you for contacting our laboratory to provide a price quotation for your analytical requirements. Following is the information you requested.

Parameter	Unit Price
Lead Wipe Analysis	\$50.00
Sample Pickup	\$75.00

Minimum invoice amount - \$100.00

The costs above include sample containers, analysis, and reporting of results on standard laboratory analytical reports. Turn-around time is approximately 10 business days from the receipt of samples to the laboratory. Please do not hesitate to contact me with any questions regarding this price quotation.

Sincerely,

Cindy Brandecker
Director of Project Management

Prepared for:

Victoria Kaufman
Clifton Health Department (City of Clifton)

Issue Date: 12/10/2024
Quote ID-Version #: 15890-1
Expiration Date: 12/31/2025

Dear Victoria Kaufman,

Thank you for the opportunity to provide this proposal. Per your request, I have attached the service pricing proposal from Eurofins EMLab P&K. As an Eurofins EMLab P&K client, **you will benefit from:**

Convenience

- Mobile apps that make your work easier with instant alerts when reports are ready, access to all your project results, and much more.
- Analytical services for mold, fungi, bacteria, asbestos, USP <797>, allergens, and more.
- Products division offering sampling supplies and equipment at competitive prices.
- Over 60 service and drop-off locations across the United States.

Superior Client Service

- A Project Manager who is assigned to you as your primary contact for your needs.
- Cutting-edge LIMS technology called LabServe™, which provides secure online access 24/7 to all your projects, reports, invoices, supply orders, and more.
- Lab reports that fit your needs, including report formats to help you interpret your data.

Trust

- Led by highly respected IAQ experts including Dave Gallup and Dr. Harriet Burge.
- An extensive list of accreditations from leading organizations and government agencies.
- Quality systems that ensure full confidence for the quality and accuracy of your results.
- Highly trained analysts, including many with advanced degrees.
- No conflicts of interest. Some of our competitors operate consulting services that compete against you. We don't. We serve you with honesty and integrity!

As you can see, **Eurofins EMLab P&K offers you tremendous value** with the industry's leading service, qualifications, and experience.

The following quotation contains detailed pricing and turnaround times, based on your service needs. This quotation is subject to Eurofins EMLab P&K's Standard Terms and Conditions, unless otherwise agreed upon in writing. Please review all documents and feel free to contact me with any questions.

Sincerely,



Kristen Ferguson
Account Executive
kristen.ferguson@et.eurofinsus.com
Ph: 856-952-9454



Built Environment Testing

Issue Date:	12/10/2024
Quote ID-Version # :	15890-1
Quote Expiration:	12/31/2025

Prepared for:

Victoria Kaufman
Clifton Health Department (City of Clifton)

Turnaround Time & Pricing							
Service	Price Per	Standard TAT business days	Standard	Five Day	Next Day	Same Day	Holiday Weekend
Other							
Lead in Wipes - Settled Dust (EPA SW-846 7000B/3050B) (ext)	sample	3	\$11.00	\$11.00	\$16.50	\$22.00	\$33.00

Kristen Ferguson
Account Executive
kristen.ferguson@et.eurofinsus.com
Ph: 856-952-9454

Prepared for:

Victoria Kaufman
Clifton Health Department (City of Clifton)

QUOTE DETAILS

Turnaround Time & Pricing:	Unless otherwise noted, all Turnaround times are calculated in business days from date of receipt. Day of lab receipt and acceptance = day zero. Samples received after hours or after 2pm during normal business hours will be considered received the next business day. Advance notice required for holiday/weekend rush needs. All immediate (~2-4 hour) rush requests are covered by the holiday/weekend rush pricing.
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Payment Terms:	Credit Card terms apply unless otherwise approved. Net terms are available at the discretion of Eurofins EMLab P&K Laboratories. All discounts are void if payment is not received by Eurofins EMLab P&K Laboratories within the payment terms. All overdue payments are subject to an additional interest and service charge of one and one half percent (1.5%; or the maximum rate permissible by law, whichever is lesser) per month or portion thereof from the due date until the date of payment. See attached Eurofins EMLab P&K Standard Terms and Conditions for complete details.
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Changes/Modifications:	Eurofins EMLab P&K reserves the right to amend, cancel, or temporarily suspend any portion of this Quote, in whole or in part, or change any portion of this quote, at any time for any reason, including without limitation, suspected fraud, abuse or violation of the Eurofins EMLab P&K Standard Terms and Conditions, as determined in its sole discretion. Eurofins EMLab P&K will provide the customer with advance written notice of any material changes to accepted quotes.
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Prepared for:

Victoria Kaufman
Clifton Health Department (City of Clifton)

ACCEPTANCE

Acceptance of Quote:	Relevant samples received between the issue date and expiration date of this quote will indicate acceptance of Eurofins EMLab P&K Standard Terms & Conditions and all other requirements set forth in this quotation. You may also return this page of the quote, signed and dated in the designated space below, to indicate acceptance. Fax to (800) 444-8156 or email to the Account Manager listed on this quote.
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Signature of Customer	Date

EUROFINS EPK BUILT ENVIRONMENT TESTING, TERMS AND CONDITIONS OF SALE (Short Form)

When a purchaser ("Client") places an order for laboratory, consulting or sampling services from Eurofins EPK Built Environment Testing, LLC ("Eurofins EPK"), a Delaware limited liability company, Eurofins EPK shall provide the ordered services pursuant to these Terms and Conditions and the related Quotation or Price Schedule, or as agreed in a negotiated contract. In the absence of a written agreement to the contrary, a client order constitutes an acceptance by the Client of Eurofins EPK's offer to do business under these Terms and Conditions, and an agreement to be bound by these Terms and Conditions. Receipt of a Client's samples at an Eurofins EPK laboratory constitutes acceptance of these Terms and Conditions (in the absence of any other negotiated contract). No contrary or additional terms and conditions expressed in a Client's document shall be deemed to become a part of the contract created upon acceptance of these Terms and Conditions, unless accepted by Eurofins EPK in writing.

1. ORDERS AND RECEIPT OF SAMPLES

1.1 A Client may place an order (i.e., specify a Scope of Work) either by submitting a purchase order to Eurofins EPK in writing or by telephone subsequently confirmed in writing, or by negotiated contract. Whichever option the Client selects for placing an order, the order shall not be valid unless it contains sufficient specification to enable Eurofins EPK to carry out the Client's requirements. In particular, samples must be accompanied by: a) adequate instruction on type of analysis requested, and b) complete written disclosure of the known or suspected presence of any hazardous substances, as defined by applicable federal or state law. If a Client fails to provide these required disclosures accompanying the submission of samples, and such failure results in an interruption in the lab's ability to process work due to contamination of instruments or work areas, the Client will be responsible for the costs of clean-up and recovery.

1.2 The Client shall provide one week's advance notice of the sample delivery schedule, or any changes to the schedule, whenever possible. Upon timely delivery of samples, Eurofins EPK will use its best efforts to meet mutually agreed turnaround times. All turnaround times will be calculated from the point in time when Eurofins EPK has determined that it can proceed with defined work following receipt, inspection of samples, and resolution of any discrepancies in Chain-of-Custody forms and project guidance regarding work to be done (Sample Delivery Acceptance). Rush turnaround times not requested in advance of the delivery of samples and specifically agreed to by the lab are not guaranteed. If the Client changes the sample delivery schedule prior to Sample Delivery Acceptance, Eurofins EPK reserves its rights to modify its turnaround time commitment, change the date upon which Eurofins EPK will accept samples, or refuse Sample Delivery Acceptance for the affected samples.

1.3 Eurofins EPK reserves the right, exercisable at any time, to refuse or revoke Sample Delivery Acceptance for any sample which in the sole judgment of Eurofins EPK: a) is of unsuitable volume; b) may pose a risk or become unsuitable for handling, transport, or processing for any health, safety, environmental or other reason, whether or not due to the presence of any hazardous substance in the sample and whether or not such presence has been disclosed to Eurofins EPK by the Client; or c) holding times cannot be met, due to passage of more than 48 hours from the time of sampling or 1/2 the holding time for the requested test, whichever is less.

1.4 Prior to Sample Delivery Acceptance, the entire risk of loss or damage to samples remains with the Client, except where Eurofins EPK provides courier services. In no event will Eurofins EPK have any responsibility or liability for the action or inaction of any carrier shipping or delivering any sample to or from Eurofins EPK's premises. Client is responsible for assuring that any sample that contains or may contain any hazardous substance to be delivered to Eurofins EPK's premises is properly packaged, labeled, transported and delivered, all in accordance with applicable laws.

1.5 Eurofins EPK reserves the right to begin processing samples upon receipt, unless the Client specifically notifies Eurofins EPK in writing prior to sample receipt that the samples are to be held without preparation or other processing or pending receipt of a purchase order. Eurofins EPK shall under no circumstances be responsible for missed holding times or turnaround times or for re-sampling costs if samples are released from hold with less than 48 hours or 1/2 the holding time for the requested test remaining, whichever is less.

2. PAYMENT TERMS

2.1 Services performed by Eurofins EPK will be in accordance with prices quoted and later confirmed in writing or as stated in the Price Schedule. Quoted prices do not include sales tax. Applicable sales tax will be added to invoices where required by law.

2.2 Invoices may be submitted to Client upon completion of any sample delivery group. Billing corrections must be requested within 30 days of invoice date. Payment in advance is required for all clients except those whose credit has been established with Eurofins EPK. For clients with approved credit, payment terms are net 30 days from the date of invoice by Eurofins EPK, unless alternative terms have been agreed in a separate written agreement. Payment shall be made without retainage and shall not be contingent upon the receipt of funds from third parties. All overdue payments are subject to an additional interest and service charge of one- and one-half percent (1.5%) (or the maximum rate permissible by law, whichever is less) per month or portion thereof from the due date until the date of payment. All fees are charged or billed directly to the Client. The billing of a third party will not be accepted without a statement, signed by the third party, acknowledging, and accepting payment responsibility in accordance with these payment terms.

2.3 If Client fails to make timely payment of its invoices, Eurofins EPK reserves the right to pursue all appropriate remedies, including withdrawing certifications, suspending work, and withholding delivery of data under this order without recourse. Client shall be responsible for all reasonable fees, expenses, and costs of collection including but not limited to arbitrator's and attorney's fees. Eurofins EPK reserves the right to refuse to proceed with work at any time based upon an unfavorable Client credit report.

3. CHANGE ORDERS, TERMINATION

3.1 Changes to the Scope of Work, price, or result delivery date may be initiated by Eurofins EPK after Sample Delivery Acceptance due to any condition which conflicts with analytical, QA or other protocols warranted in these Terms and Conditions. Eurofins EPK will not proceed with such changes until an agreement with the Client is reached on the amount of any cost, schedule change or technical change to the Scope of Work, and such agreement is documented in writing.

3.2 Changes to the Scope of Work, including but not limited to increasing or decreasing the work, changing test and analysis specification, or acceleration in the performance of the work may be initiated by the Client after Sample Delivery Acceptance. Such change must be documented in writing and may result in a change in cost and turnaround time commitment. Eurofins EPK's acceptance of such changes is contingent upon technical feasibility and operational capacity.

3.3 Suspension or termination of all or any part of the work may be initiated by Eurofins EPK upon thirty (30) days written notice to Eurofins EPK. Eurofins EPK will be compensated consistent with Section 2 of these Terms and Conditions. Eurofins EPK will complete all work in progress and be paid in full for all work completed, including all costs incurred and reasonable profit margin, even if Eurofins EPK does not issue a final or partial report.

4. WARRANTIES AND LIABILITY

4.1 Where applicable, Eurofins EPK will use appropriate and approved analytical test methods. Eurofins EPK has referenced these methods in its Laboratory Quality Manuals and has documented them in Standard Operating Procedures. Eurofins EPK reserves the right based on its reasonable judgment to deviate from these methodologies as necessary or appropriate to the extent required by the nature or composition of the sample, which deviations, if any, will be made on a basis consistent with recognized standards of the industry and/or Eurofins EPK's Laboratory Quality Manuals. Client may request that Eurofins EPK perform according to a mutually agreed Quality Assurance Project Plan (QAPP). If samples arrive prior to agreement on a QAPP, Eurofins EPK will proceed with analyses under its standard Quality Manuals then in effect. Eurofins EPK will not be responsible for any resampling or other charges if work must be repeated to comply with a subsequently finalized QAPP.

4.2 Eurofins EPK shall start preparation and/or analysis within holding times provided that Sample Delivery Acceptance occurs within 48 hours of sampling or 1/2 of the holding time for the test, whichever is less.

unless the Client has specifically requested that Eurofins EPK hold the samples without preparation or other processing or pending receipt of a purchase order. Where resolution of inconsistencies leading to Sample Delivery Acceptance does not occur within this period, Eurofins EPK will use its best efforts to meet holding times and will proceed with the work provided that, in Eurofins EPK's judgment, the chain-of-custody or definition of the Scope of Work provide sufficient guidance. Reanalysis of samples to comply with Eurofins EPK's Quality Manuals will be deemed to have met holding times provided the initial analysis was performed within the applicable holding time. Where reanalysis demonstrates that sample matrix interference is the cause of failure to meet any Quality Manual requirements, the warranty will be deemed to have been met.

4.3 Eurofins EPK warrants that it possesses and maintains all licenses and certifications that are required to perform services under these Terms and Conditions provided that such requirements are specified in writing to Eurofins EPK prior to Sample Delivery Acceptance. Eurofins EPK will notify the Client in writing of any decertification or revocation of any license, or notice of either, that affects work in progress.

4.4 The warranty obligations set forth in Sections 4.1, 4.2 and 4.3 are the sole and exclusive warranties given by Eurofins EPK in connection with any services performed by Eurofins EPK or any results generated from such services, and Eurofins EPK gives and makes NO OTHER REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED. No representative of Eurofins EPK is authorized to give or make any other representation or warranty or modify this warranty in any way.

4.5 Client's sole and exclusive remedy for breach of warranty in connection with any services performed by Eurofins EPK will be limited to repeating any services performed, contingent on the Client's providing, at the request of Eurofins EPK and at the Client's expense, additional sample(s) if necessary. Any reanalysis requested by the Client generating results consistent with the original results will be at the Client's expense. If resampling is necessary, Eurofins EPK's liability for resampling costs will be limited to actual cost or one hundred and fifty dollars (\$150) per sample, whichever is less.

4.6 Eurofins EPK's liability for any and all causes of action arising hereunder, whether based in contract, tort, warranty, negligence or otherwise, shall be limited to the lesser amount of compensation for the services performed or \$100,000. All claims, including those for negligence, shall be deemed waived unless suit thereon is filed within one year after Eurofins EPK's completion of the services. Under no circumstances, whether arising in contract, tort (including negligence), or otherwise, shall Eurofins EPK be responsible for loss of use, loss of profits, or for any special, indirect, incidental or consequential damages occasioned by the services performed or by application or use of the reports prepared.

4.7 In no event shall Eurofins EPK have any responsibility or liability to the Client for any failure or delay in performance by Eurofins EPK that results, directly or indirectly, in whole or in part, from any cause or circumstance beyond the reasonable control of Eurofins EPK. Such causes and circumstances include, but are not limited to, acts of God, acts of Client, acts or orders of any governmental authority, strikes or other labor disputes, natural disasters, accidents, wars, civil disturbances, equipment breakdown, matrix interference or unknown highly contaminated samples that impact instrument operation, unavailability of supplies from usual suppliers, difficulties or delays in transportation, mail or delivery services, or any other cause beyond Eurofins EPK's reasonable control.

5. RESULTS, WORK PRODUCT

5.1 Data or information provided to Eurofins EPK or generated by services performed under this agreement shall only become the property of the Client upon receipt in full by Eurofins EPK of payment for the entire order. Ownership of any analytical method, QA/QC protocols, software programs or equipment developed by Eurofins EPK for performance of work will be retained by Eurofins EPK. Client shall not disclose such information to any third party without Eurofins EPK's express prior consent.

5.2 Data and sample materials provided by Client or at Client's request, and the result obtained by Eurofins EPK shall be held in confidence

(unless such information is generally available to the public or is in the public domain or Client has failed to pay Eurofins EPK for all services rendered or is otherwise in breach of these Terms and Conditions), subject to any disclosure required by law or legal process.

5.3 Should the results delivered by Eurofins EPK be used by the Client or Client's client, even though subsequently determined not to meet the warranties described in these Terms and Conditions, then the compensation will be adjusted based upon mutual agreement. In no case shall the Client unreasonably withhold Eurofins EPK's right to independently defend its data.

5.4 Eurofins EPK reserves the right to perform the services at any laboratory in the Eurofins EPK network. If a Client has requested a particular location for the work, Eurofins EPK will inform the Client when operational constraints require the work to be performed at another Eurofins EPK location. In addition, Eurofins EPK reserves the right to subcontract services ordered by the Client to another laboratory or laboratories, if, in Eurofins EPK's sole judgment, it is reasonably necessary, appropriate or advisable to do so. Eurofins EPK will in no way be liable for any subcontracted services (outside the Eurofins EPK network) except for work performed at laboratories which have been audited and approved by Eurofins EPK.

5.5 Eurofins EPK will dispose of non-hazardous samples, sample extracts and digestates 30 days after the final analytical report is issued, unless instructed to store them for an alternate period of time or to return such samples to the Client, in a manner consistent with U.S. Environmental Protection Agency regulations or other applicable federal, state or local requirements. Charges for disposal will be billed to the client. Alternatively, samples can be returned to the client for disposal. Cost of return shipping will be billable to the client. Air samples in Summa canisters and tedlar bags are used and the containers cleaned immediately after testing, such that those samples are not retained. Longer storage periods may be requested and may be accommodated if space allows, and for an additional charge. Any samples for projects that are canceled or not accepted, or for which return was requested, will be returned to the Client at its own expense. Eurofins EPK reserves the right to return to the Client any sample or unused portion of a sample that is not within Eurofins EPK's permitted capability or the capabilities of Eurofins EPK's designated waste disposal vendor(s). ALL DIOXIN, MIXED WASTE, AND RADIOACTIVE SAMPLES WILL BE RETURNED TO THE CLIENT, unless prior arrangements for disposal are made.

5.6 Unless a different time period is agreed to in an order under these Terms and Conditions, Eurofins EPK agrees to retain all records for five (5) years.

5.7 If Eurofins EPK is required to respond to legal process related to services for Client, Client agrees to reimburse Eurofins EPK for hourly charges for personnel involved in the response and attorney's fees reasonably incurred in obtaining advice concerning the response, preparation to testify, and appearances related to the legal process, travel and all reasonable expenses associated with the litigation. Additional consulting beyond that normally associated with lab reports will be billed at Eurofins EPK's current published rates.

6. INSURANCE

6.1 During the performance of services under these Terms and Conditions, Eurofins EPK shall maintain in force Workers' Compensation and Employer's Liability Insurance in accordance with the laws of the states having jurisdiction over Eurofins EPK's employees who are engaged in the performance of the work. Eurofins EPK shall also maintain during such period Comprehensive General and Contractual Liability (limit of \$1,000,000 per occurrence; \$2,000,000 aggregate), Comprehensive Automobile Liability, owned and hired (\$1,000,000 combined single limit), Professional Liability Insurance (limit of \$5,000,000 per claim/aggregate), and Pollution Liability Insurance (limit of \$1,000,000 per claim/aggregate).

7. MISCELLANEOUS PROVISIONS

7.1 These Terms and Conditions, together with any additions or revisions which may be agreed to in writing by Eurofins EPK, embody the whole agreement of the parties and provide the only remedies available. There are no promises, terms, conditions, understandings, obligations or

agreements other than those contained herein, and these Terms and Conditions shall supersede all previous communications, representations, or agreements, either verbal or written, between the Client and Eurofins EPK. These Terms and Conditions, and any transactions or agreements to which they apply, shall be governed both as to interpretation and performance by the laws of the state where Eurofins EPK's services are performed.

7.2 The invalidity or unenforceability, in whole or in part, of any provision, term or condition hereof shall not affect in any way the validity or enforceability of the remainder of these Terms and Conditions, the intent of the parties being that the provisions be severable. The section headings of these Terms and Conditions are intended solely for convenient reference and shall not define, limit or affect in any way these Terms and Conditions or their interpretations. No waiver by either party of any provision, term or condition hereof or of any obligation of the other party hereunder shall constitute a waiver of any subsequent breach or other obligation.

7.3 The obligations, liabilities, and remedies of the parties, as provided herein, are exclusive and in lieu of any others available at law or in equity. Indemnifications, releases from liability and limitations of liability shall apply, notwithstanding the fault, negligence or strict liability of the party to be indemnified, released, or whose liability is limited, except to the extent of sole negligence or willful misconduct.

ITEM NUMBER: A- 11

ITEM NAME: Authorization to Approve the Purchase the Opioid Remediation Training Course from Z-School Stillman School of Business at Seton Hall University for Police Officers (R014)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
 Memo from Police Department	1/2/2025	Cover Memo
 Quote	1/2/2025	Cover Memo
 Information	1/2/2025	Cover Memo



CITY OF CLIFTON

POLICE DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013



THOMAS RINALDI
CHIEF OF POLICE

Main: 973-470-5895 Fax: 973-470-9539
Email: dniland@cliftonpolice.org
Captain of Administrative Service Bureau

DAVID J. NILAND
CAPTAIN

To: CM Villano
From: Capt Niland
Subject: Request to purchase Opioid Remediation Training
Date: 01/01/2025

The Clifton Police Department requests approval to purchase the training course titled "Operational Readiness for Police Officers: Effective Strategies & Practical Techniques for Addressing Opioid Use Disorder and Co-occurring Conditions." This online, on-demand program is offered by the Z-School, Stillman School of Business at Seton Hall University.

Given the ongoing severity of the Opioid Crisis, which impacts the daily lives of Clifton's citizens, additional training in this area is essential. This course will equip our officers with the necessary skills to handle related situations more effectively.

Total Cost: \$72,000.00

Funding Source: The Opioid Settlement Fund, managed by the Health Department, with whom we have coordinated this request.

We believe this investment will significantly benefit both our officers and the community we serve. Please review and approve this purchase to enhance our department's response to the opioid crisis. The course overview and quote are attached as supporting documentation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Capt. David J. Niland".

Captain David J Niland



STILLMAN SCHOOL
OF BUSINESS

SETON HALL UNIVERSITY

Seton Hall University, Stillman School of Business
511 South Orange Avenue, #2140
Newark New Jersey 07103
U.S.A

Quote

INV-0038932

Balance Due
\$72,000.00

Bill To
Clifton City Police Department

29 Oct 2024
Invoice Date : Due On Receipt
Terms : 29 Oct 2024
Due Date :

Subject :
Order Confirmation: Operational Readiness for Police Officers: Practical Strategies for Addressing Opioid Use Disorder and Co-occurring Conditions

#	Item & Description	Rate	Amount
1	Certificate Program for 160 Police Officers: Operational Readiness for Police Officers: Practical Strategies for Addressing Opioid Use Disorder and Co-occurring Conditions	450.00	72,000.00
Sub Total			72,000.00
Total			\$72,000.00
Balance Due			\$72,000.00

Payment Options



Terms & Conditions

*W-9 Attached

*Pleases mail checks to Ellen Greenberg, Remote Bookkeeper, Zschool at Seton Hall University, 35 Hillcrest Drive, Colts Neck NJ 07722

Operational Readiness for Police Officers:

Effective Strategies & Practical Techniques for Addressing Opioid Use Disorder and Co-occurring Conditions

AT THE
Seton Hall University
Stillman School of Business **CHANGING THE LANDSCAPE OF LEARNING**



CHIEFS OF POLICE POLICE OFFICERS HIGH-INTERACTION POLICING PATROL & FRONTLINE CRISIS INTERVENTION TEAMS (CIT)

COURSE OVERVIEW

Police officers are often the first to encounter individuals in crisis, making it crucial to equip them with the right knowledge and tools to respond safely and effectively.

This four-hour asynchronous course provides **practical, field-tested strategies** that officers can use to de-escalate situations, connect individuals to the appropriate resources, and minimize risk to both officers and their communities.

Through this course, **Chiefs of Police** can ensure their officers are prepared to handle the challenges posed by the opioid crisis by arming them with the skills and strategies needed to best handle interactions with individuals affected by **Opioid Use Disorder (OUD)** and co-occurring **Substance Use Disorders (SUD)** or **Mental Health (MH)** conditions.

THIS COURSE MATTERS

- **Reduce liability:** Equip officers with strategies to minimize escalation and risk; reduce potential legal exposure.
- **Improve community relations:** Apply effective handling of OUD and mental health situations to strengthen trust and cooperation within the community.
- **Foster officer well-being:** Provide your officers with tools to confidently handle challenging situations and reduce on-the-job stress.
- **Enhance public safety:** Empower officers to handle complex behavior health issues and cultivate a safer and more cooperative community for all.



STILLMAN SCHOOL OF BUSINESS
SETON HALL UNIVERSITY

FOUR MODULES

1

Understanding OUD & Co-occurring Conditions

Uncover opioid users' **impact on public safety and community well-being**, the role of law enforcement in addressing this public health issue, and how to **recognize the signs, symptoms, and behaviors** to proactively assist persons with OUD and co-occurring disorders.

2

Recognizing and Responding to OUD & Co-occurring Conditions

Learn effective **communication** techniques, **de-escalation** tactics and **crisis intervention** strategies for engaging with individuals in crisis under the influence of opioids or other substances, particularly in high-risk situations.

3

Best Practices for Field Collaboration

Learn how to best leverage health, treatment and recovery resources and understand and apply **harm reduction principles** in a OUD policing context with use cases on **successful outcomes** of strategies and effective collaboration with local and state resources.

4

Real-World Application and Resource Utilization

Participate in **scenario-based exercises** that mimic real-world situations to apply learned skills and strategies. Receive a guide with **local and national resources**, including mental health and substance use disorder treatment programs. Take a brief assessment to reinforce strategies to be implemented into action.

KEY TAKEAWAYS

1

Understand the Issue

Essential knowledge: Officers will gain a solid understanding of **OUD**, co-occurring **SUDs**, and **mental health conditions**, with a focus on how to practically and efficiently **apply proven strategies** and techniques for supporting afflicted persons and communities.

2

Be Prepared

De-escalation techniques: Learn field-tested methods to **de-escalate situations** involving individuals with OUD or behavioral health challenges. Develop the **necessary tools** and understanding to adequately resolve even the **most challenging of situations**.

3

Improve Community Welfare

Crisis intervention: Officers will be trained on **crisis intervention strategies** that improve community safety and well-being. Learning how to **foresee crises** before they occur and **take preemptive action** will result in more positive outcomes in volatile situations.

4

Leverage and Maximize Resources

Collaboration skills: Understand how to work with community resources, treatment providers, and recovery programs. By accessing and leveraging the many **untapped and readily available resources**, police officers can cast a wider net to **better impact the communities** they serve and support those in need.

Enroll Today!

Ensure your department is fully equipped to address opioid and mental health-related incidents, helping to reduce liability, improve public safety outcomes, and foster stronger communities. In just four hours, your team will learn how to handle these difficult situations with confidence and professionalism.

\$450 per officer. Upon course completion, each participant will receive a certificate from Seton Hall University Stillman School of Business.

ITEM NUMBER: A- 12

ITEM NAME: Authorization to Award Contract to National Council for Mental Wellbeing for Training of Youth Mental Health First Aid Instructor Training for Health Department of City of Clifton (R015)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
☐	Memo From Health Officer	1/2/2025	Cover Memo
☐	Proposal	1/2/2025	Cover Memo



Clifton Health Department

INTER-OFFICE MEMO

Date: December 19, 2024

To: Amisha Jariwala, Purchasing Agent

From: John E. Biegel III, Health Officer

Subject: Youth Mental Health First Aid Instructor Training

The Clifton Health Department will be sending eight (8) employees to be trained to become Youth Mental Health First Aid Instructors. This training costs \$26,000 and is only provided by the National Council for Mental Wellbeing. Since this is a proprietary service provided by the National Council for Mental Wellbeing, it is my recommendation to move forward with this approval.

The funds used to pay for this training will be from the Opioid Settlement account. The Opioid Settlement Account Number is 15-286-58.001-001.

The National Council for Mental Wellbeing's address is 1400 K Street NW, Suite 400, Washington D.C., 20005, and its phone number is 202-684-7457.

Contract No. _MSA_00189929_SOW_001_5770.Y001_

STATEMENT OF WORK (SOW#001)

THIS STATEMENT OF WORK (SOW), effective as set forth herein, amends the Agreement by and between NATIONAL COUNCIL FOR BEHAVIORAL HEALTH DBA "NATIONAL COUNCIL FOR MENTAL WELLBEING" ("NATIONAL COUNCIL") and CLIFTON HEALTH DEPARTMENT ("CLIENT").

WHEREAS, The Parties agree that the terms and conditions of the Master Services Agreement dated November 18, 2024 ("Agreement") govern this SOW. The terms and conditions of the Agreement shall apply to this SOW as if fully set forth herein. In the event of a conflict between the terms and conditions of this SOW and the terms and conditions of the Agreement, this SOW shall prevail.

WHEREAS, the Parties desire to add an SOW under the Agreement as specified herein.

NOW, THEREFORE, in consideration of the mutual covenants, promises and undertakings hereinafter set forth, and for other good and sufficient considerations, the receipt of which is hereby acknowledged, the Parties agree hereto as follows:

Details

Pricing: The CLIENT agrees to pay the NATIONAL COUNCIL a fixed fee of \$26,000.00 inclusive of all travel, lodging and per diem for the two trainers, 16 participants, program management, technical assistance, and trainer fees for this in-person/virtual Engagement. The CLIENT agrees to manage the logistics of the Training, including, but not limited to, promoting the event, selecting, and communicating with participants prior to the Training, and ensuring any virtual/in-person technical and administrative support. In addition, the CLIENT agrees that the NATIONAL COUNCIL has approval of all communication about the Mental Health First Aid program. Communication in this capacity includes, but is not limited to past Trainings, area activities, and industry related campaigns.

Billing: CLIENT agrees to pay the NATIONAL COUNCIL for the Training a fixed fee of \$26,000.00 within thirty (30) days of each completed Training(s). Should CLIENT require additional manuals outside of those furnished under this Agreement for the instructor Training, NATIONAL COUNCIL will invoice CLIENT separately upon order and will be paid in full. CLIENT will pay NATIONAL COUNCIL for such Services within thirty (30) days of receiving an invoice. If an invoice amount is equal to or greater than \$100,000 in value, CLIENT will send payment to the NATIONAL COUNCIL via Automated Clearing House ("ACH") transfers as hereby provided under Exhibit D. ACH Payment Instructions. If an invoice amount is less than \$100,000 in value, CLIENT shall send payment(s) via check to NATIONAL COUNCIL at the following lockbox address:

Contract No. _MSA_00189929_SOW_001_5770.Y001_

NATIONAL COUNCIL FOR MENTAL WELLBEING

P.O. Box 745709

Atlanta, GA 30374-5709

Type of Training	Training Dates	Cost
Hosted In-Person Youth Instructor Training	January 14-16, 2025	\$26,000.00
All-Inclusive Total		\$26,000.00

Period of Performance. The Term of this SOW will begin from **November 18, 2024**, and will continue through and including **September 30, 2025**.

Cancellation and Re-Scheduling. In the event that CLIENT terminates and or re-schedules a training, as set forth in each Scope of Work, CLIENT shall reimburse NATIONAL COUNCIL in the following manner:

- 25% of the total Course Fee 31-45 days prior to the scheduled date of training
- 50% of the total Course Fee 15-30 days prior to the scheduled date of training
- 100% of the total Fee 0-14 days prior to the scheduled date of training

Please note: NATIONAL COUNCIL reserves the right to cancel any Instructor led Training(s) that does not meet the minimum participation requirements of at least 5 participants.

All other original contract terms and conditions apply. If the above changes are agreeable, please sign and return to the NATIONAL COUNCIL, attention to **Mojib Mir**, Associate Contracts Administrator at **MojibM@TheNationalCouncil.org**.

IN WITNESS WHEREOF, the Parties have caused this SOW to be executed by their authorized representatives.

Contract No. _MSA_00189929_SOW_001_5770.Y001_

NATIONAL COUNCIL FOR BEHAVIORAL HEALTH
DBA NATIONAL COUNCIL FOR MENTAL WELLBEING

By: Charles Ingoglia
Charles Ingoglia
President and CEO

12/12/2024
Date

CLIFTON HEALTH DEPARTMENT

By: John Biegel III
Auth. Sig. John Biegel III
Title: Health Officer

12/10/24
Date

ITEM NUMBER: A- 13

ITEM NAME: Authorization to Approve Award of Contract to Draeger Inc. for the Purchase of Draeger Alcotest 9510 to Conduct Breath Alcohol Test on Suspects of Drunk Driving (R016)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
 Memo from Police Department	1/2/2025	Cover Memo
 Quote	1/2/2025	Cover Memo



CITY OF CLIFTON

POLICE DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013



THOMAS RINALDI
CHIEF OF POLICE

Main: 973-470-5895 Fax: 973-470-9539
Email: dniland@cliftonpolice.org
Captain of Administrative Service Bureau

DAVID J. NILAND
CAPTAIN

To: CM Villano
From: Capt Niland
Subject: Request to purchase new ALCOTEST machine
Date: 01/01/2025

The Clifton Police Department seeks approval to purchase the Drager Alcotest 9510 system, part number #4412301. This system is mandated by the New Jersey State Police for testing individuals arrested on suspicion of driving under the influence. The device is used to conduct breath alcohol tests on suspects of drunk driving. The NJ State Police have scheduled the Clifton PD for implementation in 2025, as the current model in use will no longer be permissible once the new device is in hand and officers are trained. This purchase aligns with the state-wide adoption of the Drager Alcotest 9510.

The purchase will be funded from the Drunk Driving Enforcement Fund, where the Clifton Police Department actively participates. The Total Cost is \$22,822.50, which includes the device itself, 10-year service agreement, and other required components. Please refer to the attached quote for a detailed breakdown of costs.

We appreciate your attention to this matter and look forward to your approval to proceed with this necessary upgrade to enhance our operational capabilities and compliance with state regulations.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Capt. David J. Niland".

Captain David J Niland

Quotation

Customer no.

150059806

CustomerCITY OF CLIFTON
DIVISION OF PURCHASINGCLIFTON AVE 900
CLIFTON NJ 07013-2708**Quotation no.**

QUO-roachsh-0957-001

Please reference on inquiries**Payer**

150059806

CITY OF CLIFTON
DIVISION OF PURCHASINGCLIFTON AVE 900
CLIFTON NJ 07013-2708**Date of offer**

4/18/2024

Your request

4/18/2024

Treasury Contract T-3031 - Must ship complete

Ship-To party

150059806

CITY OF CLIFTON
DIVISION OF PURCHASINGCLIFTON AVE 900
CLIFTON NJ 07013-2708**Your contact person**Sharon Roach
412-720-8571

sharon.roach@draeger.com

Dear Customer,

Thank you for your inquiry. Please find enclosed our corresponding offer.
If you have any further questions, please do not hesitate to contact us.

Quotation no.:
Responsible:

Telephone:

Fax:

E-mail:

QUO-roachsh-0957-001**Sharon Roach****Regional Sales Manager**

412-720-8571

sharon.roach@draeger.com

Best regards,
Draeger Inc.Draeger Inc.
7256 S Sam Houston W
PKWY., Suite 100
Houston, TX 77085

Phone 1-800-437-2437

US-safety@draeger.com
www.draeger.com

Quotation

Customer no.
150059806

Quotation no.
QUO-roachsh-0957-001
Please reference on inquiries

Date of offer
4/18/2024

Page 2 / 2

Payer
150059806

Pos.	Quant	Part number / Description	Unit price USD	%	Total price USD
010	1 EA	4412301 Alcotest 9510 system - New Jersey	17,900.00		17,900.00
020	1 EA	MQ91434 10 Year Service Agreement	3,968.00		3,968.00
030	2 EA	4401036 Dry gas, .10% 105L (ethanol/N2)	200.00		400.00
040	10 EA	6805703 Mouthpiece Classic w/ valve (25 pcs.)	17.45		174.50
050	1 EA	NA10675 UPS Pro, 8 outlets, AVR, LCD interface	380.00		380.00
----- Net value excl. Sales Tax -----			-----	-----	22,822.50
TOTAL AMOUNT =====			=====	=====	22,822.50 =====
Delivery time: Per state rollout Incoterms: DAP - Delivered at Place to CLIFTON Payment terms: D013 - 30 DAYS AFTER INVOICE DATE Quotation valid until: 10/31/2024					

The sale of the products identified herein is expressly subject to the Draeger, Inc. - Terms and Conditions of Sale which are attached hereto and which may also be found at: www.draeger.com/en-us_us/Home/Terms-Conditions.

Customer is hereby informed that section 1128B(b) of the Social Security Act may apply, which requires that discounts and other reductions in price or the existence of discount programs be properly disclosed and reflected in the costs claimed or charges made by a provider under Medicare or a Federal or State Health Program.

PLEASE CHECK THIS ORDER CAREFULLY FOR ACCURACY IN PRICING, PART # AND DESCRIPTION. Contact Customer Service immediately if there are any discrepancies. This acknowledgement and note constitutes the entire agreement with respect to the contemplated transaction and supersedes all previous negotiations, proposals, writings, advertisements, or publications.

ITEM NUMBER: A- 14

ITEM NAME: Authorization to Approve Revisions to Section 137-19 of the City Code
Regarding Increasing the Investigation Time for ABC Matters

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
 Memo	1/3/2025	Cover Memo



City of Clifton

LAW DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

(973) 470-5817
FAX: (973) 470-5254

January 3, 2025

Mayor Raymond Grabowski and Members of
the Clifton Municipal Council
900 Clifton Avenue
Clifton, New Jersey 07013

**Re: Revisions to § 137-19 of the City Code Regarding Increasing the Investigation
Time for ABC Matters**

Dear Mayor Grabowski & Council Members:

The Police Department, through the chain of command, is recommending that time to complete investigations of applicants for renewals, person-to-person transfers and/or place-to-place transfers of liquor licenses be increased from 30 days to 120 days. Currently, §137-19 provides for a period of 30 days to secure reports on applicants from the State Police and the Federal Bureau of Investigation. As indicated in the attached email chain, the Police Department frequently does not receive these reports within the 30 day period. In addition, the Police Department frequently encounters delays with receiving responses from applicant fingerprinting inquires and necessary financial documentation from applicants which need to be reviewed by the investigating detective. The Police Department believes that increasing the time in which to receive such documentation to 120 days would allow them to ensure a thorough review of all relevant documents and would allow them to fully meet all regulatory requirements and maintain the integrity of the licensing process.

Attached please find a proposed amendment to § 137-19 incorporating the recommendations of the Police Department. Should the proposed amendment meet with the Council's approval, it can be put on for first reading at the next Council meeting.

Thank you for your attention and consideration in this matter. Please do not hesitate to contact me should you have any questions.

Very truly yours,

THOMAS M. EGAN
Assistant Municipal Attorney

TME/sj
Attachments

AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 137 OF THE CODE OF THE CITY OF CLIFTON, ENTITLED "ALCOHOLIC BEVERAGES," MORE PARTICULARLY ARTICLE I THEREOF, ENTITLED "SALE AND DISTRIBUTION," SECTION 137-19, ENTITLED "INVESTIGATION OF APPLICANTS" (AMENDS SECTION TO INCREASE THE NUMBERS OF DAYS FOR THE POLICE DEPARTMENT TO SECURE BACKGROUND INVESTIGATION REPORTS TO 120 DAYS)

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that:

1. Chapter 137 of the Code of the City of Clifton, entitled as above, is hereby amended, revised and supplemented as follows:

ARTICLE I

SALE AND DISTRIBUTION

* * *

§ 137-19. Investigation of applicants.

- A. No change.
- B. In the event that there is a delay of more than 120 days in securing the reports from the New Jersey State Police and the Federal Bureau of Investigation, the financial records/documentation of the applicant, and/or the applicant's fingerprinting results, the Chief of Police shall notify, in writing, the Clifton Board of Alcoholic Beverage Control of such delay. Upon receipt of such notification, the Board may consider applicants for renewal or for person-to-person transfers and/or place-to-place transfers, provided that said renewals or transfers, if approved, are subject to the special condition that the Board reserves the right to revoke its approval thereof should the report submitted by the Chief of Police after receipt of the records from the New Jersey State Police and the Federal Bureau of Investigation, the financial records/documentation of the applicant, and/or the applicant's fingerprinting results reveal any police, criminal, or other disqualifying record of the applicant, transferee or employee.
- C. No change.

2. All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistencies only.

3. This ordinance shall take effect upon final passage and publication as provided by law.

PASSED _____

CHAIRMAN OF THE MUNICIPAL COUNCIL

ATTEST:

NANCY FERRIGNO, CITY CLERK

----- Forwarded message -----

From: **Christopher Stabile** <cstabile@cliftonpolice.org>

Date: Wed, Dec 11, 2024 at 8:07 AM

Subject: Fwd: ABC City Ordinance 137-19 Investigation of Applicants

To: THOMAS RINALDI <trinaldi@cliftonpolice.org>

Chief,

I concur with the attached request from Det. Martinez. Perhaps we can have the Legal Department advise on how to extend the timeframe.

Respectfully,

Captain Christopher R. Stabile
City of Clifton Police Department
Commander Investigations Bureau

----- Forwarded message -----

From: **Alan Fiorilla** <afiorilla@cliftonpolice.org>

Date: Tue, Dec 10, 2024 at 10:42 PM

Subject: Fwd: ABC City Ordinance 137-19 Investigation of Applicants

To: Chris Stabile <cstabile@cliftonpolice.org>

Captain,

Please see below email from Det. Martinez and Det./Sgt. Arthur's recommendation. I agree and would recommend the ordinance be changed.

Respectfully

Lt. Alan J. Fiorilla #05007

Detective Division Commander

City of Clifton Police Department

C-(201)522-4924

afiorilla@cliftonpolice.org

Begin forwarded message:

From: Glen Arthur <garthur@cliftonpolice.org>

Date: December 10, 2024 at 9:25:52 PM EST

To: ALAN FIORILLA <afiorilla@cliftonpolice.org>

Subject: Fwd: ABC City Ordinance 137-19 Investigation of Applicants

Sir,

I concur with what Detective Martinez is recommending. I myself have also served as the Departments ABC Investigator and have also encountered delays during the investigation process, particularly with receiving responses from applicant fingerprinting inquiries. These inquiries are submitted by the applicant via a third party fingerprinting service for which our agency has no control over the timeliness of their responses. The results can sometimes take months to receive and have led to delays in completing thorough background checks. Additionally, oftentimes applicants fail to initially provide all the necessary financial documents which need to be reviewed by the investigating detective. This requires the detective to have to request these documents from applicants and leads to further delays in the background investigation process. These factors among others, including the Detectives other investigative duties, leaves a 30 day investigation period to be insufficient in order for a complete and thorough background investigation to be completed.

Respectfully,

Detective Sergeant Glen Arthur

----- Forwarded message -----

From: Christian Martinez <cmartinez@cliftonpolice.org>

Date: Tue, Dec 10, 2024 at 8:57 PM

Subject: ABC City Ordinance 137-19 Investigation of Applicants

To: Glen Arthur <garthur@cliftonpolice.org>

TO: Chief Rinaldi, via chain of command

FROM: Det. Christian Martinez #15534

DATE: December 10, 2024

RE: City Ordinance 137-19 Investigation of Applicants

I am writing to request consideration in changing the duration of the ABC liquor license investigation(City ordinance 137-19) from 30 days to 120 days.

Given the complexity and detailed nature of the investigation, the additional time to receive further records when needed from corresponding agencies(I.E. NJSP, FBI) would allow us to ensure a thorough review of all relevant documents. In the past, waiting on responses from other agencies has taken some extra time and caused delays in the application process. Changing the investigation period to 120 days would provide the necessary time to address any outstanding issues and ultimately support a smoother licensing process. This extension would ensure that we fully meet all regulatory requirements and maintain the integrity of the licensing process.Thank you for your attention to this matter.

Respectfully,

--

Detective Christian Martinez
Investigations Bureau/ ABC Investigator
City of Clifton Police Department
900 Clifton Avenue
Clifton, N.J. 07013
Direct: (973)803-5933 / Main: (973)470-5908
Fax: (973)470-8729
[Email:cmartinez@cliftonpolice.org](mailto:cmartinez@cliftonpolice.org)

--

Detective Sergeant Glen Arthur
Investigations Bureau-Detective Division
Clifton Police Department
900 Clifton Ave.
Clifton, NJ 07013
Desk-973-470-5929
garthur@cliftonpolice.org

--

Chief Thomas Rinaldi
Clifton Police Department
900 Clifton Avenue
Clifton, NJ 07013
Office - (973)470-5921

ITEM NUMBER: A- 15

ITEM NAME: Authorization to Approve Appointment of Special Police Officers (R020)
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
 Memo	12/30/2024	Cover Memo



CLIFTON POLICE DEPARTMENT

OFFICE OF THE CHIEF

900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013



THOMAS RINALDI
Chief of Police

MAIN: 973-470-5911 CHIEF 973-470-5921 FAX: 973-779-0266
email: trinaldi@cliftonpolice.org

To: City Manager Dominick Villano

From: Chief of Police Thomas A. Rinaldi *TR*

Date: 12/26/2024

Re: Clifton Special Police (Class II) New Appointments for 2025

Mr. Villano,

I am submitting the following two new candidates, for Class II Special Police Officers for appointment in 2025. They have completed a satisfactory background and vetting process. This process included medical and psychological evaluation under the same standards as a sworn police officer. Only these candidates passed these milestones and are eligible for appointment.

New:

John Kavakich
Robert Markson

TAR/rd

ITEM NUMBER: A- 16

ITEM NAME: Authorization to Approve 2025 Annual Meeting Notice & Calendar
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Memo	1/2/2025	Cover Memo
	Calendar	1/2/2025	Cover Memo



City of Clifton

OFFICE OF CITY CLERK
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

NANCY FERRIGNO
CITY CLERK
REGISTRAR OF VITAL STATISTICS

973-470-5829
Fax #: 973-470-5264

TO: Mayor and Council
FROM: Nancy Ferrigno, City Clerk
DATE: December 19, 2024
RE: 2025 Annual Meeting Notice & Calendar

Attached is a copy the 2025 Annual Meeting Notice along with a copy of the 2025 calendar with meeting, holiday and other dates noted thereon.

The only meetings that will not be on a Tuesday are the January 8th meeting, because of Orthodox Christmas Day; August 6th meeting because of National Night Out; November 5th meeting because of the General Election and November 17th because of the League of Municipalities.

CITY OF CLIFTON ANNUAL NOTICE

In accordance with the "Open Public Meetings Law", P.L. 1975, Chapter 231, notice is hereby given of the schedule of the Workshop Meetings and the Regular Meetings of the Municipal Council of the City of Clifton for the Calendar Year, 2025.

The meetings will be held in Clifton City Hall, 900 Clifton Avenue, Clifton, New Jersey. Workshop Meetings will be held at 6:30 p.m. and Regular Meetings will be held at 8:00 p.m. in the Municipal Court in accordance with the following schedule:

2025 Meetings

January	8 th & 21 st
February	4 th & 18 th
March	4 th & 18 th
April	1 st & 15 th
May	6 th & 20 th
June	3 rd & 17 th
July	1 st & 15 th
August	6 th (Wednesday)
August	19 th
September	2 nd & 16 th
October	7 th & 21 st
November	5 th (Wednesday)
November	17 th (Monday)
December	2 nd & 16 th

Nancy Ferrigno
City Clerk

2025 CALENDAR MUNICIPAL COUNCIL REGULAR MEETINGS

MUNICIPAL COUNCIL MEETINGS

January 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

April 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

May 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

July 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

August 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

CITY HALL CLOSED

February 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

April 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

May 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

July 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

August 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

September 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Important Days of 2025

DATE	DAY	HOLIDAYS
Jan 01	Mon	New Year's Day
Jan 06	Tue	Eastern Orthodox Christmas Eve
Jan 07	Wed	Eastern Orthodox Christmas
Jan 20	Mon	Martin Luther King, Jr. Day
Feb 12	Wed	Lincoln's Birthday
Feb 17	Mon	President's Day
Mar 01	Sat	Ramadan Starts
Mar 05	Wed	Ash Wednesday
Mar 17	Mon	St. Patrick's Day
Mar 30	Sun	Eid Begins*
Mar 31	Mon	Eid Ends*
Apr 13	Sun	Passover (First Day)*
Apr 18	Fri	Good Friday
Apr 20	Sun	Easter Sunday
Apr 23	Wed	Passover (Last Day)
Apr 25	Fri	Administrative Professionals Day
May 01	Sun	Arbor Day
May 11	Sun	Mother's Day
May 17	Sat	Armed Forces Day
May 26	Mon	Memorial Day
Jun 10	Tue	Primary Election
Jun 14	Sat	Flag Day
Jun 15	Sun	Father's Day
Jun 20	Fri	Observance of Juneteenth
Jul 04	Fri	Independence Day
Sep 01	Mon	Patriot Day
Sep 23	Thurs	Rosh Hashanah*
Oct 02	Thurs	Yom Kippur*
Oct 13	Mon	Columbus Day
Nov 04	Tue	General Election Day
Nov 11	Tue	Veteran's Day
Nov 27	Thurs	Thanksgiving Day
Nov 28	Fri	Day after Thanksgiving
Dec 07	Sun	Pearl Harbor Day
Dec 24	Wed	Christmas Eve
Dec 25	Thurs	Christmas Day
Dec 26	Fri	Kwanzaa
Dec 31	Wed	Chanukah/Hanukkah (First Day)*
		New Year's Eve

*All holidays begin at sundown the day before they are listed

DATE	REASON
01/08/2025	Orthodox Christmas (01/07/2025)
08/06/2025	National Night Out (08/05/2025)
11/05/2025	General Election (11/04/2025)
11/17/2025	League of Municipalities (11/18/2025)

DAYS	DATE
Wed	01/08/2025
Wed	08/06/2025
Mon	11/05/2025

2026

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

May						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

July						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

October	
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ITEM NUMBER: A- 17

ITEM NAME: Authorization to Approve Reappointment of Members to the Clifton Senior Citizens Advisory Committee (R021)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Form	1/2/2025	Cover Memo

CLIFTON SENIOR CITIZENS ADVISORY COMMITTEE

[illegible]

ITEM NUMBER: A- 18

ITEM NAME: Authorization to Approve Request by ECHO to Hold a Carnival from April 24th - 27th at Main Memorial Park

RECOMMENDATION:

SUMMARY:

All departments have approved this request.

ATTACHMENTS:

Description	Upload Date	Type
 Application	1/3/2025	Cover Memo

CARNIVAL APPLICATION

For Individual:

Name N/A
Address _____
Phone Number _____
Email Address _____
SSN or Tax ID No. _____

For Partnership:

Name of Partnership N/A
Names of Partners _____
Address of Partners _____
Phone Number _____
Email Address _____
Tax ID No. _____
Chairperson or Person Responsible for Event _____
Address of Chairperson _____

For Corporation or Limited Liability Company

Name of Corporation or Limited Liability Company N/A
Names of Officers/Stockholders/Members _____
Address of Officers/Stockholders/Members _____
Registered Agent Name _____
Address of Agent _____
Tax ID No. _____
Chairperson or Person Responsible for Event _____
Address of Chairperson _____

For any other Type of Organization or Association

Name of Organization or Association ECHO - Educated Community Help
Address of Organization or Association P.O. Box 303 Clifton, NJ 07011 Others
Tax ID No. 99-2823110
Chairperson or Person Responsible for Event Rosemary Pino
Address of Chairperson 214 West 2nd St; Clifton, NJ 07011

Is the applicant a registered charitable or religious organization: ☒ Yes ☐ No

Has applicant ever been arrested or convicted of a crime: ☐ Yes ☒ No

If yes, please provide full details: _____

Has applicant, any partners/officers/stockholders or members ever been arrested or convicted of a crime: ☐ Yes ☐ No

If yes, please provide full details: N/A

Location of Event: MAIN MEMORIAL PARK
Date(s) and Time(s) of Event: THURS & FRIDAY 5pm-11pm 4/24/25 - 4/25/25
SAT & SUN 1pm-11pm 4/26/25 - 4/27/25
Approximate number of people expected to attend: appx. 800 DAILY
Number of games of chance or skills: 0 - having winner everytime (Direct Sales)
Number of amusement rides: 17-19 rides (based on clearance envelope)
Number of booths: 25 to 30

Arrangements made by Applicant for off-street parking: Yes ☒ No

If yes, provide details: _____

Security measures: Hiring Private Security Company will provide OFF DUTY police in accordance w/ police Dept. Requirements.

Have you received any event permits within the last 12 months: Yes ☒ No

If yes, set forth the date and description of each event _____

Does applicant require any restrictions on the use of public streets or public parking during the event: Yes ☒ No

If yes, provide a detailed description of the restrictions being sought: _____

Submit Check/Surety Bond in the amount of \$2,500 (under 5000 people in attendance) due after Governing Body approves event and at least five (5) days prior to the opening of the event.

Submit Check/Surety Bond in the amount of \$5,000 (over 5000 people in attendance) due after Governing Body approves event and at least five (5) days prior to the opening of the event.

Submit Certificate of Liability Insurance in the amount of \$250,000 per person and \$500,000 per occurrence. The City of Clifton shall be named as an additional insured.

For events that will include amusement rides, the applicant shall file with the City Clerk at least five (5) days prior to the opening of the event, a Certificate of Liability Insurance from the vendor or company furnishing the amusement rides, in the amount of \$1,000,000 per person and \$2,000,000 per occurrence and the City of Clifton shall be named as the additional insured on such policy. In addition, the vendor or company furnishing the amusement rides, shall provide, at least five (5) days to the opening of the event, a Hold Harmless Agreement in the form attached to this application.

THE EVENT WILL NOT BE PERMITTED TO PROCEED UNLESS AND UNTIL ALL BONDING AND INSURANCE REQUIREMENTS ARE SATISFIED.

LAYOUT OF THE PROPOSED FACILITY

The applicant must attach a diagram setting forth the size of the location, a proposed layout of the facilities, stands, booths, and rides to be conducted at the proposed event.

EVENTS HAVING AMUSEMENT RIDES

For events seeking to have amusement rides the applicant must attach a diagram a diagram from the company or vendor that will be providing the amusement rides setting forth the location of each amusement ride and a certification that the safety clearance envelopes for each ride are in accordance with the manufacturer's specifications and will be so maintained at all times during the operation of the amusement rides as set forth in N.J.A.C. 5:14A-9.18g.

Date: 12/31/2024

Print Name: Rosemary Pino

Signature: Rosemary V. Pino

**APPLICANT
HOLD HARMLESS AGREEMENT**

For and in consideration of permission granted by the City of Clifton to (Name and Address) ECHO - Educated Communities Help Others P.O. Box. 303
Clifton, NJ 07011

For (here set forth activity or use) CARNIVAL

The said (Name) _____

Agrees to indemnify and save harmless the City of Clifton, its officers, agents, servants and/or employees, against any and all liability, claims, judgments, demands or expenses whatsoever in connection with the loss of life, personal injury and/or damage to property arising out of or resulting in whole or in part from the activity as aforesaid, and agrees to submit evidence of insurance coverage for both liability and property damage in such amounts as may be required by the City of Clifton, provided, however, that such amounts shall not be less than 250,000.00/person and \$500,000.00/occurrence combined single limit for bodily injury and property damage, and shall include the City of Clifton as a named insured; and

The undersigned further agrees to and shall indemnify and save harmless the City of Clifton, its officers, agents, servants and/or employees against any and all liability, claims, judgments, demands or expenses whatsoever in connection with the loss of life, personal injury and/or damages to property arising out of the aforesaid activity. The insurance coverages hereinabove stated for the benefit of the City of Clifton shall include contractual insurance covering the indemnification and save harmless provisions of this agreement.

Dated: _____

12/31/2024

By: _____

Rosemary Pino

Witness or Attest:

2025 ECHO Youth Carnival Educated Communities Help Others

9rides
0 booths



Ferrigno, Nancy

From: Intili, Nino
Sent: Thursday, January 02, 2025 9:25 AM
To: Ferrigno, Nancy; DARREN KESTER; Pressler, Mike; Oliver, Debbie; Biegel, John
Subject: RE: Carnival

I can approve we just need to remind her that the food vendors if there will be any must come in and get temporary licenses for the events from our department.

Nino Intili
Senior R.E.H.S.
Clifton Health Department
900 Clifton Ave
Clifton, NJ 07013
973-470-5765
FAX 973-470-5768



The Clifton Health Department is a contractual health agency serving the Township of Little Falls.
www.cliftonnj.org



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www.facebook.com/cliftonhealth



Follow Us On Instagram:
[@cliftonhealth](https://www.instagram.com/cliftonhealth)

From: Ferrigno, Nancy <nferrigno@cliftonnj.org>
Sent: Thursday, January 02, 2025 9:22 AM
To: DARREN KESTER <dkester@cliftonpolice.org>; Pressler, Mike <mpressler@cliftonnj.org>; Oliver, Debbie <Doliver@cliftonnj.org>; Intili, Nino <nintili@cliftonnj.org>; Biegel, John <Jbiegel@cliftonnj.org>
Subject: Carnival

Please let me know if you approve the attached. Councilwoman Pino will be getting me the insurance papers shortly. Let me know if you need anything else.

She wants this on for next Wednesday's meeting, so I will need approvals by tomorrow morning.

Nancy Ferrigno
City Clerk

Ferrigno, Nancy

From: DARREN KESTER <dkester@cliftonpolice.org>
Sent: Thursday, January 02, 2025 10:18 AM
To: Ferrigno, Nancy
Cc: Pressler, Mike; Oliver, Debbie; Intili, Nino; Biegel, John
Subject: Re: Carnival

CAUTION: This email originated outside the City of Clifton's email system.

Do not click links or open attachments unless you recognize the sender and know the content is safe.

Nancy,

The Bloomin 5K is already approved for 4/27/25 with a step off time of 0830. Hopefully there will be no conflict.

Approved by the PD.

Sincerely,

Capt. Darren Kester #05003
Field Operations Bureau Commander
Clifton Police Department
Office: (973) 470-5894
Email: dkester@cliftonpolice.org

On Thu, Jan 2, 2025 at 9:22 AM Ferrigno, Nancy <nferrigno@cliftonnj.org> wrote:

Please let me know if you approve the attached. Councilwoman Pino will be getting me the insurance papers shortly. Let me know if you need anything else.

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Nancy Ferrigno

City Clerk

Ferrigno, Nancy

From: Pressler, Mike
Sent: Thursday, January 02, 2025 3:47 PM
To: Ferrigno, Nancy
Subject: Re: Carnival

Nancy,

FD approves. Please let the organizer know that fire safety permits will need to be secured if they will be cooking with propane or will be utilizing tents any larger than 900 square feet or 30 feet long in any direction.

Thanks.

Mike

From: Ferrigno, Nancy <nferrigno@cliftonnj.org>
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To: DARREN KESTER <dkester@cliftonpolice.org>; Pressler, Mike <mpressler@cliftonnj.org>; Oliver, Debbie <Doliver@cliftonnj.org>; Intili, Nino <nintili@cliftonnj.org>; Biegel, John <Jbiegel@cliftonnj.org>
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*Nancy Ferrigno
City Clerk
Clifton, New Jersey
973-470-5829*

This e-mail (including all attachments) is intended for the exclusive use of the individual to whom it is addressed. This e-mail may be proprietary, confidential, privileged and exempt from disclosure under applicable law. If the reader of this e-mail is not the intended recipient or agent responsible for delivering the message to the intended recipient, the reader is hereby put on notice that any use, dissemination, distribution or copying of this communication or any of its contents is strictly prohibited. If you have received this communication in error, please immediately notify the sender by telephone or e-mail and delete the original e-mail and all copies of it from your computer system.

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ITEM NUMBER: A- 19

ITEM NAME: Authorization to Approve Request by Latino Leaders to Hold a Carnival from September 24th to 28th at Main Memorial Park

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Application	1/3/2025	Cover Memo

CARNIVAL APPLICATION

For Individual:

Name N/A
Address _____
Phone Number _____
Email Address _____
SSN or Tax ID No. _____

For Partnership:

Name of Partnership N/A
Names of Partners _____
Address of Partners _____
Phone Number _____
Email Address _____
Tax ID No. _____
Chairperson or Person Responsible for Event _____
Address of Chairperson _____

For Corporation or Limited Liability Company

Name of Corporation or Limited Liability Company N/A
Names of Officers/Stockholders/Members _____
Address of Officers/Stockholders/Members _____
Registered Agent Name _____
Address of Agent _____
Tax ID No. _____
Chairperson or Person Responsible for Event _____
Address of Chairperson _____

For any other Type of Organization or Association

Name of Organization or Association Latino Leaders of Clifton
Address of Organization or Association P.O. Box 303 Clifton, NJ 07011
Tax ID No. 92-3755047
Chairperson or Person Responsible for Event Rosemary Pino
Address of Chairperson 214 West 2nd St, Clifton, NJ 07011

Is the applicant a registered charitable or religious organization: ☒ Yes ☐ No

Has applicant ever been arrested or convicted of a crime: ☐ Yes ☒ No

If yes, please provide full details: _____

Has applicant, any partners/officers/stockholders or members ever been arrested or convicted of a crime: ☐ Yes ☐ No

If yes, please provide full details: N/A

Location of Event: Main Memorial Park

Date(s) and Time(s) of Event: Wed thru Friday 5pm - 11pm 9/24, 9/25, 9/26
SAT & SUNDAY 1pm - 11pm 9/27, 9/28

Approximate number of people expected to attend: appx. 800
Daily

Number of games of chance or skills: 0 - having winner everytime (Direct Sales)

Number of amusement rides: 17-19 Rides (based on clearance envelope)

Number of booths: 25 to 30

Arrangements made by Applicant for off-street parking: Yes ☒ No

If yes, provide details: _____

Security measures: Hiring Private Security Company will provide
Off Duty Police in accordance w/ police Dept. Requirements

Have you received any event permits within the last 12 months: ☒ Yes ☐ No

If yes, set forth the date and description of each event CARNIVAL Sept. 2024

Does applicant require any restrictions on the use of public streets or public parking during the event: Yes ☒ No

If yes, provide a detailed description of the restrictions being sought: _____

Submit Check/Surety Bond in the amount of \$2,500 (under 5000 people in attendance) due after Governing Body approves event and at least five (5) days prior to the opening of the event.

Submit Check/Surety Bond in the amount of \$5,000 (over 5000 people in attendance) due after Governing Body approves event and at least five (5) days prior to the opening of the event.

Submit Certificate of Liability Insurance in the amount of \$250,000 per person and \$500,000 per occurrence. The City of Clifton shall be named as an additional insured.

For events that will include amusement rides, the applicant shall file with the City Clerk at least five (5) days prior to the opening of the event, a Certificate of Liability Insurance from the vendor or company furnishing the amusement rides, in the amount of \$1,000,000 per person and \$2,000,000 per occurrence and the City of Clifton shall be named as the additional insured on such policy. In addition, the vendor or company furnishing the amusement rides, shall provide, at least five (5) days to the opening of the event, a Hold Harmless Agreement in the form attached to this application.

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Date:

12/31/2024

Print Name:

Rosemary Pino

Signature:

Rosemary C. Pino

**APPLICANT
HOLD HARMLESS AGREEMENT**

For and in consideration of permission granted by the City of Clifton to (Name and Address) LATINO LEADERS OF CLIFTON P.O. Box 303 CLIFTON, NJ
07011

For (here set forth activity or use) CARNIVAL

The said (Name) _____

Agrees to indemnify and save harmless the City of Clifton, its officers, agents, servants and/or employees, against any and all liability, claims, judgments, demands or expenses whatsoever in connection with the loss of life, personal injury and/or damage to property arising out of or resulting in whole or in part from the activity as aforesaid, and agrees to submit evidence of insurance coverage for both liability and property damage in such amounts as may be required by the City of Clifton, provided, however, that such amounts shall not be less than 250,000.00/person and \$500,000.00/occurrence combined single limit for bodily injury and property damage, and shall include the City of Clifton as a named insured; and

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Dated: 12/31/2024

By: Rosemary G. Fine

Witness or Attest:



1925
1925

2025 Hispanic Heritage Month Annual Latino Leaders of Clifton

https://www.google.com/maps/@40.8624202,-74.1469428,288m/data=!3m1!1e3?entry=tt

Ferrigno, Nancy

From: Intili, Nino
Sent: Thursday, January 02, 2025 9:25 AM
To: Ferrigno, Nancy; DARREN KESTER; Pressler, Mike; Oliver, Debbie; Biegel, John
Subject: RE: Carnival

I can approve we just need to remind her that the food vendors if there will be any must come in and get temporary licenses for the events from our department.

Nino Intili
Senior R.E.H.S.
Clifton Health Department
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Clifton, NJ 07013
973-470-5765
FAX 973-470-5768



The Clifton Health Department is a contractual health agency serving the Township of Little Falls.

www.cliftonnj.org



Like Us On Facebook:

www.facebook.com/cliftonhealth



Follow Us On Instagram:

[@cliftonhealth](https://www.instagram.com/cliftonhealth)

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City Clerk

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Subject: Re: Carnival

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Nancy,

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Approved by the PD.

Sincerely,

Capt. Darren Kester #05003
Field Operations Bureau Commander
Clifton Police Department
Office: (973) 470-5894
Email: dkester@cliftonpolice.org

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City Clerk

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To: Ferrigno, Nancy
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Subject: Carnival

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Clifton, New Jersey
973-470-5829*

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ITEM NUMBER: A- 20

ITEM NAME: Authorization to Approve Increase Salary of P/T Assistant Zoning Officer
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Memo	12/11/2024	Cover Memo

CITY OF CLIFTON
INTEROFFICE MEMORANDUM

TO: CITY COUNCIL MEMBERS
CC: Nick Villano, City Manager
FROM: DOUG JOHNSON, PERSONNEL OFFICER
SUBJECT: REQUEST TO INCREASE SALARY OF P/T ASSISTANT ZONING OFFICER
DATE: DECEMBER 5, 2024

I am writing to formally request an increase in the compensation of the Part-Time Assistant Zoning Officer from \$25.00 per hour to \$33.43 per hour, which is the current compensation given to the Plumbing Inspector (Part-Time), the Electrical Inspector (Part-Time), the Building Inspector (Part-Time), and the Fire Subcode Official (Part-Time). All five (5) perform regulatory duties in different regards. They all examine the working plans of proposed buildings for compliance with State, County, and Local zoning laws, ordinances, rules, and regulations and conduct field work to ensure compliance applicable regulations.

The Part-Time Assistant Zoning Officer is still vital in this very busy office, identifying and documenting zoning regulation violations and for enforcement administration. This position reviews zoning applications, inspect premises, reviews issuance of permits, investigate complaints, prepare enforcement documentation, and coordinate enforcement activities. These duties require an employee that has considerable knowledge, skill, and experience in every phase of zoning enforcement, inspection, and administration, and as such should be compensated in like manner as the other similarly scoped titles.

Below is a partial list of the duties performed by the Part-Time Assistant Zoning Officer:

- Process fence permits
- Process shed permits
- Process outdoor café permits
- Process CBC applications
- Process dwelling certificates
- Process building permits for zoning approval
- Process RV/Boat/Trailer Permits
- Process Temporary Sign Permits
- Inspect fences upon completion
- Inspect sheds upon completion
- Inspect escalated zoning complaints and violations
- Issue zoning violations/summons
- Field escalated zoning complaints and handle accordingly
- Enforce zoning compliance

I am more than willing to discuss this proposal further and answer any questions you may have. Thank you for considering this important initiative that will significantly enhance our fire prevention efforts.

Respectfully submitted,

ITEM NUMBER: D- 1

ITEM NAME: Amend Rules of Order - Public Session (No documentation) MS
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: CM- 1

ITEM NAME: Parking Concerns at the Kowal Street Apartments
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Memo	12/12/2024	Cover Memo



City of Clifton

LAW DEPARTMENT
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

(973) 470-5817
FAX: (973) 470-5254

December 11, 2024

Mayor Raymond Grabowski & Members of
the Clifton Municipal Council
City Hall - 900 Clifton Avenue
Clifton, New Jersey 07013

Re: **Parking Concerns at The Courtyard at Clifton**

Dear Mayor Grabowski and Members of the Municipal Council:

Please accept the following regarding the concerns expressed by Councilman Latona at the last Council meeting regarding parking at The Courtyard at Clifton. Counsel for the Clifton Rent Leveling Board, Kristen Ragon, Esq., previously addressed this matter with counsel for the property owner and received the attached response dated August 3, 2023. Ms. Ragon followed up with counsel for the property owner by way of the attached email on December 5, 2024 and was informed via email dated December 6, 2024 that the property owner has not received any recent complaints regarding parking from tenants. If there is any more specific information available regarding parking problems at the location, please provide same so that further inquiry can be made.

Very truly yours,

/s/ Andrew P. Oddo

ANDREW P. ODDO

First Assistant Municipal Attorney

APO/kmk
Attachment

Jennifer L. Alexander †

Logan R. D. Stagnitto ***

Anthony P. Farber ***

William Rodriguez *

Suzanne L. Reilly **

Matthew Meyers *

Henry A. Rudorfer ***

Glenford W. Warmingtton †

Jonathan Lugo ***

Kevin Michael Rigoli ***

Daniel Karimi ***

Connor M. Lawrence *

Alison Hart Brafman *

T. Matthew Wolfe II *

Anthony Chen ***

Alison Lenihan **

OF COUNSEL

James B. Griffin ◊

Stephanie Wiegand ***

* Member: NJ Bar

** Member: NY Bar

*** Member: NJ & NY Bar

◊ Member: NJ & PA Bar

† Member: NJ, NY & PA Bar

REPLY TO:

415 Route 10, 2nd Floor
Randolph, New Jersey 07869
www.lawgapc.com
Phone: 973.366.1188
Fax: 973.366.4848
attorneys@lawgapc.com

197 Route 18 South
Suite 3000, South Wing
East Brunswick, NJ 08816
Phone: 732.514.6601

11 Broadway, Suite 615
New York, New York 10004
Phone: 212.374.9790
Fax: 646.998.8029

August 3, 2023

Via Electronic Delivery, Regular and Certified Mail

Kristen Ragon, Esq.
Goldman Davis Krumholz & Dillon, P.C.
Counsel to Rent Leveling Board, Clifton, New Jersey
Three University Plaza, Suite 410
Hackensack, New Jersey 07601
email: kragon@goldmandavis.com

**RE: The Courtyard at Clifton, LLC
Counsel to Rent Leveling Board, Clifton, NJ
CORRESPONDENCE
Our File No.: EO-761**

Dear Ms. Ragon:

As you know, I represent The Courtyard at Clifton, LLC ("The Courtyard at Clifton"), located at 1 Kowal Street, 941 Clifton Avenue, 945 Clifton Avenue, 949 Clifton Avenue, 961 Clifton Avenue, 965 Clifton Avenue, 696 Clifton Avenue, 981 Clifton Avenue, 985 Clifton Avenue, & 989 Clifton Avenue, Clifton, New Jersey 07013 (the "Premises").

In that regard, I am in receipt of your email correspondence dated July 28, 2023, in which you requested certain information relating to residents' Lease Agreements at the Premises, but more specifically, these agreements and their relation to parking situation therein.

I also appreciated the opportunity to discuss this matter with you further during our telephone conversation on July 31, 2023. Accordingly, please allow this letter to serve as a response to our conversation.

As you may understand, my client is seeking to assign parking spaces within their lot, to ensure that this parking lot is utilized by residents and not by the surrounding business and corresponding customers, which has become increasingly apparent to Management. In an effort to deter this behavior, my client is seeking to assign these parking spaces accordingly.

Upon review of the prior Management's Lease Agreements, some residents were provided with one assigned parking space at the outset of their residency without charge, while other residents' Lease Agreements or subsequent renewals did not provide for an assigned parking space onsite. My client, however, has agreed to assign reserved parking to all residents owning a vehicle at the time they acquired the property free of charge.

This correspondence, however, shall confirm that any resident(s) who may have subsequently been charged an associated parking fee, following The Courtyard at Clifton's determination that such resident(s) maintained a vehicle at the premises, will have those fees reversed and/or credited towards their account. My client, The

**RE: The Courtyard at Clifton, LLC
Counsel to Rent Leveling Board, Clifton, NJ
CORRESPONDENCE
Our File No.: EO-761**

Page 2 of 3

Courtyard at Clifton, has no issue with doing so, and will be notifying those residents who were impacted accordingly.

Please note that there are required parking spaces for management and snow retention spots. There are areas designated for dumpsters and for vendors. As such, there are enough spots to provide every apartment with one (1) a parking space, if every apartment at the community requests parking. However, not every apartment at the community requires the need for a parking space, which was true during the prior Management's tenure at the property and remains the same under Courtyard at Clifton.

It remains our client's position that any resident of The Courtyard at Clifton, requesting an additional parking space beyond the allotted one (1) parking space, should be charged accordingly. While we understand that this may be a gray area with respect to increasing a resident's monthly rental obligation, as it pertains to the Rent Leveling Board, we are seeking clarification on this subject.

Furthermore, please confirm that upon vacancy decontrol, Courtyard at Clifton can commence charging a resident(s) for an assigned parking space. Of course, my client would only be permitted to do so once a certification is filed with the City of Clifton, New Jersey with specific language in said certification, to be included therein. Therefore, Courtyard at Clifton would be permitted to increase a resident(s) monthly rental obligation, as the parking charge would be considered an additional fee at that time.

To reiterate, my client has no issue with either reversing and/or crediting their residents with any associated parking fee, which might have arisen over the last year or so, rather than have this matter proceed any further before the Rent Leveling Board of the City of Clifton, New Jersey. In that regard, my client will be issuing its residents a community-wide proper notification over the next several days, informing its residents of such and explanation of same.

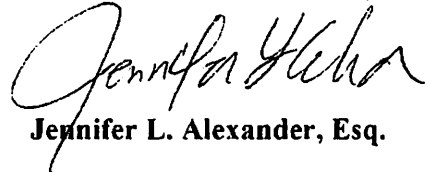
I hope to discuss this matter further following the reversal and/or crediting of these charges.

**RE: The Courtyard at Clifton, LLC
Counsel to Rent Leveling Board, Clifton, NJ
CORRESPONDENCE
Our File No.: EO-761**

Page 3 of 3

Please contact my office should you have any questions or would like to discuss this matter further.

Very truly yours,
GRIF FIN ALEXANDER, P.C.



Jennifer L. Alexander, Esq.

JLA/cl
cc: Courtyard at Clifton, LLC

From: Landlord Tenant <landlordtenant@lawgapc.com>

Sent: Friday, December 6, 2024 4:54 PM

To: Kristen W. Ragon <kragon@goldmandavis.com>

Cc: Anthony Farber <afarber@lawgapc.com>; Jennifer Alexander <JAlexander@lawgapc.com>; John Baka <jbaka@lawgapc.com>; Charles Foster <cfoster@lawgapc.com>; Landlord Tenant <landlordtenant@lawgapc.com>

Subject: RE: Counsel to Rent Leveling Board, Clifton, NJ - Courtyard at Clifton

Dear Ms. Ragon,

This office still currently represents The Courtyard at Clifton, LLC.

We have discussed your email with our client.

They have informed us that they have not received any complaints and/or issues from any tenant at property in regard to parking.

If you could provide us with more information as to the complaints you are saying you received, my client will investigate the matter further and provide you with a response as this.

Thank you.

Thank you.

Very truly yours,

Jennifer L. Alexander, Esq./apf

MANAGING SHAREHOLDER- [BIO](#)

Griffin  Alexander

<u>MAIN OFFICE:</u>	<u>Other Locations:</u>		
415 ROUTE 10	197 Route 18 South	309 Fellowship Road	11 Broadway
2 ND Floor	Suite 3000, South	East Gate Center,	Suite 615
Randolph,	Wing	Suite 200	New York, NY
NJ 07869	East Brunswick,	Mount Laurel,	10004
Phone: 973-366-	NJ 08816	NJ 08054	Phone: 212-867-
1188	Phone: 732-514-	Phone: 856-533-2379	6069
Fax: 973-366-	6601	Fax: 973-366-4848	Fax: 646-998-
4848	Fax: 973-366-4848		8029

E-mail: attorneys@lawgapc.com

Website: www.lawgapc.com

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From: Kristen W. Ragon <kragon@goldmandavis.com>

Sent: Thursday, December 5, 2024 4:08 PM

To: Landlord Tenant <landlordtenant@lawgapc.com>

Subject: Counsel to Rent Leveling Board, Clifton, NJ - Courtyard at Clifton

Ms. Alexander:

You may recall that I represent the City of Clifton Rent Leveling Board. We spoke over a year ago about your client Courtyard at Clifton, and their parking practices. You sent the attached regarding the ultimate resolution of this issue. However, I am aware of recent complaints about the same issue and wanted to touch base with you. I am reaching out to 1) confirm if you still represent the Courtyard and 2) to get a status update as to this issue. I appreciate your prompt response, thank you.

Kristen Ragon, Esq.

Goldman Davis Krumholz & Dillon, P.C.
Three University Plaza – Suite 410
Hackensack, NJ 07601
phone: 201-488-2600, ext. 405
fax: 201-488-5059
direct email: kragon@goldmandavis.com

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ITEM NUMBER: CM- 2

ITEM NAME: Passaic Valley Sewerage Commission Invoice for 2025
RECOMMENDATION:

SUMMARY:

To: Dominick Villano, City Manager
CC: Mayor and City Council
The City has just received the annual invoice from the Passaic Valley Sewerage Commission (PVSC). Attached is a copy of the invoice, along with an analysis of the increases since 2015. With an annual increase of over \$1 Million, or 13.79%, this is a huge budget issue for the Sewer Utility in 2025. The City Council needs to revisit the Sewer Rate Study and the Sewer Rates. This increase is higher than the sewer rate study factored, even with the sewer rates that should have increased in 2024.
Respectfully submitted,
Joseph Kunz, Chief Financial Officer

ATTACHMENTS:

Description	Upload Date	Type
 Back Up	12/19/2024	Cover Memo

REPORT UBC6602

PASSAIC VALLEY SEWERAGE COMMISSION
600 WILSON AVE
NEWARK, NEW JERSEY 07105

DATE: 12/19/24

FIRST QUARTER INVOICE

INVOICE #: 2249146

BILLING ADDRESS
CLIFTON, CITY OF
SANJANA PARAB
900 CLIFTON AVENUE
CLIFTON

NJ 07013

CUSTOMER:03100001

LOCATION
CLIFTON, CITY OF
SANJANA PARAB
900 CLIFTON AVENUE
CLIFTON

NJ 07013

INVOICE FOR 2025

	USAGE		RATE	ANNUAL CHARGE	PAYMENT DUE
VOLUME	4,197.611	MG	631.5328	2,650,929.03	
BOD	6,184.687	TH/LB	506.9932	3,135,594.38	
TSS	5,314.940	TH/LB	542.8940	2,885,448.99	
TOTAL USER CHARGE FOR 2025				8,671,972.40	
MISCELLANEOUS ADJUSTMENT				-987.14	
NET AMOUNT FOR 2025				8,670,985.26	
QUARTERLY USER CHARGE					2,167,746.30
TOTAL ANNUAL USER CHARGE 2025				8,670,985.26	
TOTAL AMOUNT DUE - FIRST QUARTER					2,167,746.30

PLEASE ARRANGE PAYMENT NO LATER THAN 02/03/25

PAYMENT MAY BE MADE VIA WIRE TRANSFER:

PASSAIC VALLEY SEWERAGE COMMISSION - GENERAL OPERATING ACCOUNT

JP MORGAN CHASE

ABA# 021000021

ACCOUNT# 938504719

Claimants Certification and Declaration

I do solemnly declare and certify under the penalties of law that this invoice is correct in all its particulars; that the goods have been furnished or services have been rendered as stated herein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claims; that the amount herein stated is justly due and owing; and that the amount charged is a reasonable one.



Prince Wilson
PVSC Chief Financial Officer

PVSC Annual Invoice

<u>Year</u>	<u>Annual Invoice</u>	<u>Annual Increase</u>	<u>Percent Increase</u>
2014	\$ 5,954,296.88		
2015	\$ 6,289,186.80	\$ 334,889.92	5.62%
2016	\$ 6,574,493.72	\$ 285,306.92	4.54%
2017	\$ 6,662,806.26	\$ 88,312.54	1.34%
2018	\$ 6,875,846.72	\$ 213,040.46	3.20%
2019	\$ 7,054,384.52	\$ 178,537.80	2.60%
2020	\$ 7,165,859.49	\$ 111,474.97	1.58%
2021	\$ 7,270,882.21	\$ 105,022.72	1.47%
2022	\$ 7,294,684.73	\$ 23,802.52	0.33%
2023	\$ 7,379,965.97	\$ 85,281.24	1.17%
2024	\$ 7,620,051.99	\$ 240,086.02	3.25%
2025	\$ 8,670,985.26	\$ 1,050,933.27	13.79%

ITEM NUMBER: CM- 3

ITEM NAME: The City of Clifton's Special Improvement Districts (SIDs) Tax Rates for 2025

RECOMMENDATION:

SUMMARY:

To: Dominick Villano, City Manager
CC: Mayor and City Council
For the City Council's information, I have attached a copy of the 2025 Tax Rates for both the Botany SID and the Downtown Clifton SID.
This year, the Botany SID Tax Rate increased from \$0.40 to \$0.41.
The Downtown Clifton SID Tax rate remains the same at \$0.22.
Respectfully submitted,
Joseph Kunz

ATTACHMENTS:

Description	Upload Date	Type
 Botany SID	12/19/2024	Cover Memo
 Downtown SID	12/19/2024	Cover Memo



City of Clifton

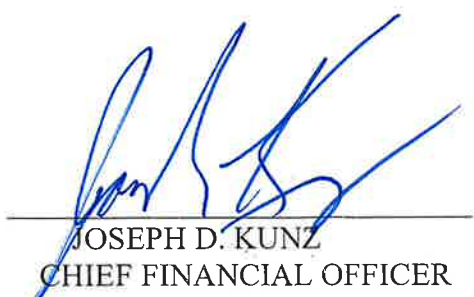
DEPARTMENT OF FINANCE
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013
FAX: (973) 470-9456

Chief Financial Officer
Treasurer
Purchasing
Finance Office

CERTIFICATION OF SPECIAL IMPROVEMENT DISTRICT TAX RATE

I HEREBY CERTIFY THAT THE **2025** TAX RATE FOR THE CITY OF CLIFTON SPECIAL IMPROVEMENT DISTRICT, KNOWN AS THE "HISTORIC BOTANY SPECIAL IMPROVEMENT DISTRICT", SHALL BE **\$0.41 PER \$100** ASSESSED VALUE, CALCULATED AS FOLLOWS:

APPROVED SPECIAL IMPROVEMENT DISTRICT	\$ 104,500.00
/ TOTAL ASSESSED VALUE OF S.I.D. PROPERTIES	<u>25,309,100.00</u>
	.0041
X \$100	X <u>100</u>
TAX RATE PER \$100 OF ASSESSED VALUE	\$ <u>0.41</u>


JOSEPH D. KUNZ
CHIEF FINANCIAL OFFICER



City of Clifton

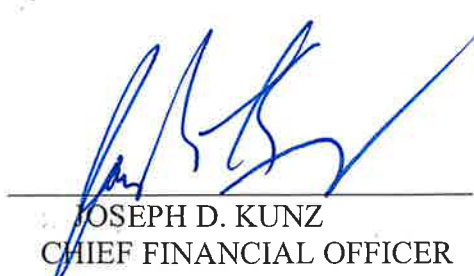
DEPARTMENT OF FINANCE
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013
FAX: (973) 470-9456

Chief Financial Officer
Treasurer
Purchasing
Finance Office

CERTIFICATION OF SPECIAL IMPROVEMENT DISTRICT TAX RATE

I HEREBY CERTIFY THAT THE **2025** TAX RATE FOR THE CITY OF CLIFTON SPECIAL IMPROVEMENT DISTRICT, KNOWN AS THE "DOWNTOWN CLIFTON ECONOMIC DEVELOPMENT GROUP", SHALL BE **\$0.22 PER \$100** COMMERCIAL ASSESSED VALUE, CALCULATED AS FOLLOWS:

APPROVED SPECIAL IMPROVEMENT DISTRICT	\$ 116,400.00
/ TOTAL COMMERCIAL VALUE OF S.I.D. PROPERTIES	<u>51,607,700.00</u>
	.0022
X \$100	X <u>100</u>
TAX RATE PER \$100 OF COMMERCIAL ASSESSED VALUE	\$ <u><u>0.22</u></u>


JOSEPH D. KUNZ
CHIEF FINANCIAL OFFICER

ITEM NUMBER: CM- 4

ITEM NAME: Local Finance Notice (LFN) 2024-20 - C Y 2025 Budget Matters
RECOMMENDATION:

SUMMARY:

To: Dominick Villano, City Manager
CC: Mayor and City Council
Attached is LFN 2024-20, which established the "CY2025 Budget Matters" by the State of New Jersey.
Highlights of this LFN:
1. Budget Introduction by 03/31/2025
2. Budget Adoption by 04/30/2025
3. State Aid Figures - Aid Numbers from 2024 may be utilized in the 2025 budget (flat)
Respectfully submitted,
Joseph Kunz, Chief Financial Officer

ATTACHMENTS:

Description		Upload Date	Type
📎	LFN 2024-20	12/20/2024	Cover Memo

Local Finance Notice

LFN 2024-20

December 18, 2024

Philip D. Murphy
Governor

Tahesha L. Way
Lt. Governor

Jacquelyn A. Suárez
Commissioner

Michael F. Rogers
Director

Contact

Website

www.nj.gov/dca/dlgs

E-mail

dlgs@dca.nj.gov

Phone

609.292.6613

Mail and Delivery

101 South Broad St.
PO Box 803
Trenton, New Jersey
08625-0803

Distribution

Municipal & County CFOs
Municipal & County
Managers/Administrators
Municipal Clerks
Clerks, Boards of County
Commissioners
Auditors

CY 2025 Budget Matters

This Notice contains important budget process updates for counties and calendar year municipalities. Please review the Notice thoroughly.

CY 2025 Budget Deadline Extension and Enforcement

As authorized by N.J.S.A. 40A:4-5.1, the Local Finance Board approved at its December meeting the statutory budget deadline revisions set forth below. These changes modify the statutory dates for introduction, adoption, and Mayor/Council Faulkner Act and related budget transmissions. The revised dates (absent referendum dates) are:

Budget Introduction & Adoption (Non-Referendum)	Statutory Date	Revised Date
Mayor/Council Faulkner Act (Executive) budget transmission to governing body	1/17	2/28*
Submission of the County and Municipal Annual Financial Statement (AFS)	1/26, 2/10	3/7
Municipal introduction and approval of budget	2/10	3/31*
County introduction and approval of budget	1/26	3/31*
Municipal adoption	3/20	4/30*
County adoption	2/28	4/30*

*or the date of the next regularly scheduled meeting of the governing body.

Notwithstanding the revised dates, a budget may be adopted anytime within 10 days of receiving the Director's certification of approval of the budget.

To avail itself of the revised dates, the governing body must adopt a resolution by no later than March 31, 2025 to extend the adoption date of the 2025 budget and increase temporary budget appropriations as may be necessary due to the extension.

Counties and municipalities that fail to timely adopt their budgets risk imposition of statutory penalties, up to and including a \$25-per-day fine for governing body members who willfully fail or refuse to comply with a final order of the Director. N.J.S.A. 40A:4-84.

Municipalities and counties must submit all budget related processes and audit processes using the Financial Automation Submission Tracking (FAST) system. Current versions of budget forms and related financial documents are available for download on the Division's [FAST webpage](#). Municipalities and counties are required to use the most up-to-date budget workbook, version 2025.0, which contains a "data rollover" feature that reduces data entry by allowing the import of 2024 budget data. Macros must be enabled for this functionality to execute properly. Municipalities and counties must use the newest version for the annual financial statement (AFS) workbook (2024.0) as new features have been included.

COVID Special Emergencies

For COVID Special Emergency deferred charges passed in 2020 and 2021, CY 2025 is the year for the fourth installment to be budgeted. The deferred charge can be excluded from both the 1977 and 2010 caps. For the levy cap, include the COVID Special Emergency in the deferred charge section of the workbook.

Municipalities with Municipal Water Systems: Capital Budgets & Adequately Providing for System Needs

N.J.S.A. 58:31-7 of the [Water Quality Accountability Act \(WQAA\)](#) requires all local units with their own water system to file an annual capital improvement report (WQAA annual report) with the New Jersey Department of Environmental Protection (NJDEP) **by March 15, 2025** listing the infrastructure improvements required under the local unit's water system asset management plan. For the Project History section of the WQAA annual report, capital projects to be implemented under the asset management plan are listed under the heading "Projects Planned But Not Yet Placed Into Service." Projects to be identified as Short Term (1-3 years), Medium Term (4-6 years), and Long Term (7-10 years) based on the anticipated construction period of those projects. This [template worksheet](#) outlines the submittal requirements. The DEP submission portal is [here](#).

Effective starting with CY2024 municipal budgets, N.J.A.C. 5:34-4.3(c) requires every municipality with its own water system to have an annual capital budget and program. Further, the capital budget and capital program of a municipality with its own water system shall incorporate the infrastructure improvements listed on the municipality's WQAA annual report for the corresponding period, along with the estimated costs of said improvements and anticipated financing by sources and amounts in accordance with N.J.A.C. 5:30-4.6(a). Although WQAA annual report now includes a Mid Term (4-6 years) category, the minimum capital program period for municipalities with under 10,000 in population remains three (3) years (budget year + two additional years) regardless of whether the municipality has a water system.

PLEASE NOTE: The water system improvement projects listed on the WQAA annual report under “Projects Planned But Not Yet Placed Into Service” for the Short Term (1-3 years) category and, if applicable, the Mid Term (4-6 years) categories, must also be listed in the capital budget and capital program for the applicable period unless the Director otherwise determines that a municipality’s fiscal circumstances warrant deviating from the asset management plan – such a determination will be made in consultation with NJDEP.

- The project title for each water system improvement project listed on the capital budget and program must include word-for-word the information listed under “Type of Asset” and “Project Name – Comments” in the WQAA annual report.
- The estimated project cost listed in both the capital budget/program and the WQAA annual report must likewise match.
- The Excel or PDF version of the WQAA annual report for 2025 must be uploaded with the budget document into FAST.

The chief municipal finance officer (CMFO) should work with the official currently responsible for submission of the WQAA annual report to DEP (e.g., public works director, water superintendent, engineer) to ensure the capital budget information matches what is referenced in the report. Pursuant to N.J.A.C. 5:30-7.6, a municipality eligible for local examination is responsible for ensuring their annual budget complies with the above-referenced requirements.

When crafting their CY2025 budgets, municipalities with water systems should make adequate provision for the capital and operational needs of their systems. N.J.S.A. 40A:4-78 authorizes the Director to order municipalities to take such measures as deemed necessary to ensure the integrity of a municipality’s water infrastructure including, but not limited to, limiting the diversion of surplus water system revenues to the general fund. The Director may account for a municipality’s fiscal circumstances in determining appropriate measures.

Transitional Aid Application Process

Calendar Year municipalities in financial distress will only have one opportunity to apply for Transitional Aid to Localities (Transitional Aid). An introduced budget must accompany the application. Because aid awards come with stringent conditions and a significant loss of local control, municipalities should carefully evaluate whether it is necessary and appropriate to seek Transitional Aid. A separate Transitional Aid Local Finance Notice setting the deadline for CY Transitional Aid applications will be released in the coming weeks.

In recognition of the hardship a zero-dollar budget anticipation for this discretionary aid program would present for program applicants, municipalities that received Transitional Aid in CY 2024 are allowed, for budget introduction purposes only, to anticipate Transitional Aid in an amount equal to 85 percent of their CY 2024 aid allocation.

Municipal Aid and the FY2026 State Budget

After the FY2026 State budget is proposed, the Division will notify municipalities as to the amount of Energy Tax Receipts aid that can be anticipated in their budgets and any other aid as presented in the Governor's budget. Aid amounts from 2024 may be utilized in the introduced 2025 budget for planning purposes.

Local Examination – Municipal Budgets

The Division will examine Group 2 municipal budgets CY 2025. Groups 1 and 3 may be eligible for local examination. Eligibility status is on the Municipal Information Sheet. Local examination municipalities must meet all applicable statutory deadlines to remain eligible. If the governing body of a municipality that is eligible for local examination wants the Division to examine the budget, the governing body must pass a resolution prior to the introduction of the budget requesting DLGS review.

Pursuant to N.J.A.C. 5:30-7.6, a municipality eligible for local examination that has a municipal water system is responsible for ensuring their capital budget includes the required information from the WQAA annual report.

Municipalities that failed to submit to the Division the User-Friendly Budget section corresponding with its CY2024 adopted budget are ineligible for local examination until the User-Friendly Budget has been submitted.

In addition to existing non-eligible categories, please note that the following municipalities are likewise ineligible for local budget examination:

- Municipalities having adopted a COVID special emergency;
- If, during the current or prior fiscal year, an individual who does not hold a municipal finance officer certificate is or was serving as a temporary CFO pursuant to N.J.S.A. 40A:9-140.13;
- If, during the current or prior fiscal year, a private entity is or was temporarily fulfilling the duties of a CMFO pursuant to N.J.S.A. 40A:9-140.10;
- Municipalities where, in the prior fiscal year, voters approved the sale of a water or sewer system pursuant to N.J.S.A. 40:62-5; and
- If, in the prior fiscal year, the municipality has completed the approval process pursuant to the Water Infrastructure Protection Act (N.J.S.A. 58:30-1 et seq.) for the sale of a water or sewer system.

Other Budget Reminders

Amendment Procedures: N.J.S.A. 40A:4-4 specifies budget cycle procedures. The amendment process cannot begin until after the governing body holds a public hearing on the introduced budget. Once the public hearing is held, the budget can be amended on the same night so long as it is after the public hearing portion of the meeting.

Health Insurance Contributions and Waivers: Amounts appropriated for employees who receive payments in lieu of accepting health benefits (i.e. waiver payments) must be appropriated as a separate line item ("Health Benefit Waiver" with FCOA Code #23-222).

To disclose the value of employee contributions and reduced employer costs for health care coverage to the public, each formal Budget Message shall contain information or a schedule showing the amounts contributed from employees, the employer share, and total costs. The disclosure may be broken down by employee group. The health insurance cap exclusion is based upon an average State Health Benefit increase of **16.4 percent for CY 2025**. The appropriation cap exclusion is **12.4 percent**. The levy cap exclusion will be **14.4 percent**. These amounts are calculated in the levy cap workbook's health insurance tab.

Submission of Special Items of Revenue (C-159's): The deadline for C-159 submission is **December 20, 2024**. Exceptions will be handled on a case-by-case basis.

Volunteer Fire and EMS Appropriations: A municipality may appropriate a maximum of \$165,564 in its CY2025 budget for use by volunteer fire companies or fire districts. In any municipality with more than three volunteer fire companies or fire districts, the governing body may appropriate an additional \$50,000 annually for each additional volunteer fire company or fire district. Please review [Local Finance Notice 2024-14](#) for additional information.

As amended by [L. 2022, c.12](#), N.J.S.A. 40:5-2 allows a municipality or county to appropriate up to \$125,000 annually as a contribution to a duly incorporated volunteer first aid, ambulance, or rescue squad association rendering service generally throughout the municipality or county, along with an additional amount not to exceed \$70,000 annually if the association demonstrates extraordinary need directly related to the performance of the association's duties.

Whenever the total annual contribution to a volunteer first aid, ambulance, or rescue squad association exceeds \$70,000, the municipal or county CFO, as applicable, shall receive an audit performed by a certified public accountant or a registered municipal accountant of the association's financial records for the current year which shall certify to the governing body that such records are being maintained in accordance with sound accounting principles.

Additional sums may be appropriated as deemed necessary for the purchase of first aid, ambulance, rescue or other emergency vehicles, equipment, supplies and materials for use by a volunteer first aid, ambulance, or rescue squad association; however, the title to these items shall remain with the county or municipality, as applicable, which shall control and disburse the funds.

Municipal Library Tax Levy: L. 2011, c.38 requires a dedicated line item on property tax bills for municipal free and joint free public libraries, which does not result in a tax increase but rather changes the way the minimum library appropriation is displayed to the public. The minimum municipal library tax rate is 1/3 of a mil unless a successful voter referendum increases that amount. See [Local Finance Notice 2018-17](#) at pages 5-6 for further information on the process for changing the municipal library tax rate.

Posting Budgets on Municipal Website: N.J.S.A. 40A:4-10 requires each municipality and county to post on their website the current year adopted budget along with adopted budgets for the three prior years. The 2021, 2022, 2023 and 2024 budgets should now be posted **including the corresponding user-friendly budget sections**. Once adopted, the 2025 budget must be posted at which point the 2021 adopted budget may be dropped. Municipalities without websites must submit a pdf copy of their adopted budgets for the current year and three prior years for posting on the Division's website, emailing dlgs@dca.nj.gov with the subject heading "Adopted Budget DLGS Website Posting."

Approved: Michael F. Rogers, Director

Document	Internet Address
FAST Updates	https://www.nj.gov/dca/dlgs/Fast.shtml
Municipal & County Budgets	https://www.nj.gov/dca/dlgs/programs/mc_budgets.shtml
NJDEP WQAA Webpage	https://www.state.nj.us/dep/watersupply/g_reg-wqaa.html
WQAA Annual Report Template	https://www.state.nj.us/dep/watersupply/xls/wqaa-capital-improvement-report-template-worksheet.xlsx
NJDEP Online Submission Portal	https://dep.nj.gov/online/
Local Finance Notice 2024-14	https://www.nj.gov/dca/dlgs/lfns/2024/2024-14.pdf
L. 2022, c.12	https://pub.njleg.state.nj.us/Bills/2022/PL22/12_.PDF
Local Finance Notice 2018-17	https://www.nj.gov/dca/dlgs/lfns/2018/2018-17.pdf

ITEM NUMBER: CM- 5

ITEM NAME: Local Finance Notice (LFN) 2024-21 - Appropriations Cap Relief for CY2025/SFY2026 Budgets

RECOMMENDATION:

SUMMARY:

To: Dominick Villano, City Manager

CC: Mayor and City Council

Attached is LFN 2024-21 - Appropriations Cap Relief for CY2025/SFY2026 Budgets. This LFN is only allowing a Cap exception for Solid Waste Collection and Disposal increases above 3.5%.

In 2024, the City Budgeted \$8,800,000 for solid waste collection. The solid waste collection cost increase for 2025 is \$600,000 to \$9,400,000. So, by the State calculation, \$308,000 of this increase is "In Cap" and \$292,000 of the increase is "Outside Cap". This matter of figuring if an expense is "In" or "Out" of CAP is part of our overall budget. No matter if the expense is "In" or "Out" of CAP, the increase is all part of the Municipal Budget and does affect the overall tax rate.

Respectfully,

Joseph Kunz, Chief Financial Officer

ATTACHMENTS:

Description	Upload Date	Type
 LFN 2024-21	12/20/2024	Cover Memo

Local Finance Notice

LFN 2024-21

December 18, 2024

Philip D. Murphy
Governor

Tahesha L. Way
Lt. Governor

Jacquelyn A. Suárez
Commissioner

Michael F. Rogers
Director

Contact

Website

www.nj.gov/dca/dlgs

E-mail

dlgs@dca.nj.gov

Phone

609.292.6613

Mail and Delivery

101 South Broad St.

PO Box 803

Trenton, New Jersey

08625-0803

Distribution

Municipal CFOs

Municipal
Managers/Administrators

Municipal Clerks

Auditors

Appropriations Cap Relief for CY2025/SFY2026 Budgets

N.J.S.A. 40A:4-45.3d authorizes the Local Finance Board (Board) to grant additional exceptions to the municipal appropriations cap (also known as the "1977 cap") upon finding that extraordinary circumstances exist resulting in an unanticipated increase in expenditures for a service essential to the health, safety, and welfare of New Jersey residents. Such Board-approved exceptions, which are permissive, apply to all municipalities but are only effective for the local budget year in which the exceptions are granted by the Board.

At its December 11, 2024 meeting, the Board approved CY2025/SFY2026 budget appropriation increases in excess of 3.5% for Garbage and Trash Removal and Disposal. This permissive exception is restricted to those municipalities that did not utilize the exception in their CY2023 and CY2024 or SFY2024 and SFY2025 budgets.

The appropriation cap exception will be calculated using the amount of the increase over the prior year appropriation that exceeds 3.5%, which is the COLA rate. The Division has prepared an [addendum to the levy cap workbook](#) to calculate the allowable appropriation cap exception – which goes on sheet 20 of the budget. The appropriation cap exception can be used up to the amount calculated in the workbook.

In light of the Board's action, the Division's [Municipal Budget Template](#) has been updated to allow selection of the following [FCOA codes](#) on Sheet 20:

- 1) 26-305: Solid Waste Collection (Garbage and Trash Removal) (for 2024 and 2025 budgets)
- 2) 32-465: Landfill/Solid Waste Disposal Cost (for 2024 and 2025 budgets)

Municipalities that utilized the Garbage and Trash Collection and Disposal exclusion in their CY2023 or 2024/SFY2024 or 2025 municipal budget cannot utilize the same exclusion in their CY2025/SFY2026 budget. Municipalities are strongly encouraged to explore all avenues of cost savings, including investigating shared services, and closely analyzing labor agreements and discretionary spending, to ensure a sustainable budget in future years.

Approved: Michael F. Rogers, Director

Document	Internet Address
Levy Cap Workbook	https://www.nj.gov/dca/dlgs/programs/mc_budget_docs/2025/2025CYlevycapcalcwrkbk-muni.xls
Municipal Budget Template	https://www.nj.gov/dca/dlgs/FAST/2025/2025_Municipal_Budget_Template.xlsm
FCOA Code Listing	https://www.nj.gov/dca/dlgs/FAST/Budget_FCOA_Codes.xlsx

ITEM NUMBER: CM- 6

ITEM NAME: Chief Financial Officer Reports 2025 Pension Payments
RECOMMENDATION:

SUMMARY:

To: Dominick Villano, City Manager
CC: Mayor and City Council
The State of New Jersey recently issues the 2025 Pension Payment invoices. Accordingly, attached is a breakdown of the changes in the New Jersey State Pension System payments since 2013.
The overall dollar increase for 2025 is \$1,039,841.00, or simpler a 7.21% increase over 2024.
By Pension Fund the figures are different:
Public Employees Retirement System (PERS) - Reduced \$25,582. or lowered 0.93%
Police & Fire Retirement System (PFRS) - Increase of \$1,065,423. or increase of 9.14%
The pension invoices are due in April.
Respectfully submitted,
Joseph D Kunz, Chief Financial Officer

ATTACHMENTS:

Description	Upload Date	Type
 Report	12/23/2024	Cover Memo

City of Clifton - Annual Pension Costs for PERS and PFRS

<u>Budget Year</u>	<u>Public Employee Reitement System</u>				<u>Police & Fire Retirement System</u>						
	<u>PERS</u>	<u>Dollar Difference</u>	<u>Percent Difference</u>		<u>PFRS</u>	<u>Dollar Difference</u>	<u>Percent Difference</u>		<u>Total Pension</u>	<u>Dollar Difference</u>	<u>Percent Difference</u>
2013	1,631,167.00				7,717,020.00				9,348,187.00		
2014	1,606,463.00	(24,704.00)	-1.51%		6,647,370.00	(1,069,650.00)	-13.86%		8,253,833.00	(1,094,354.00)	-11.71%
2015	1,730,665.00	124,202.00	7.73%		7,183,663.00	536,293.00	8.07%		8,914,328.00	660,495.00	8.00%
2016	1,831,838.00	101,173.00	5.85%		7,785,213.00	601,550.00	8.37%		9,617,051.00	702,723.00	7.88%
2017	1,813,414.00	(18,424.00)	-1.01%		7,943,387.00	158,174.00	2.03%		9,756,801.00	139,750.00	1.45%
2018	1,965,826.00	152,412.00	8.40%		8,440,846.00	497,459.00	6.26%		10,406,672.00	649,871.00	6.66%
2019	2,095,715.00	129,889.00	6.61%		8,691,835.00	250,989.00	2.97%		10,787,550.00	380,878.00	3.66%
2020	2,033,203.00	(62,512.00)	-2.98%		8,925,281.00	233,446.00	2.69%		10,958,484.00	170,934.00	1.58%
2021	2,186,573.00	153,370.00	7.54%		9,621,105.00	695,824.00	7.80%		11,807,678.00	849,194.00	7.75%
2022	2,357,142.00	170,569.00	7.80%		10,171,069.00	549,964.00	5.72%		12,528,211.00	720,533.00	6.10%
2023	2,613,037.00	255,895.00	10.86%		11,147,697.00	976,628.00	9.60%		13,760,734.00	1,232,523.00	9.84%
2024	2,758,878.00	145,841.00	5.58%		11,660,901.00	513,204.00	4.60%		14,419,779.00	659,045.00	4.79%
2025	2,733,296.00	(25,582.00)	-0.93%		12,726,324.00	1,065,423.00	9.14%		15,459,620.00	1,039,841.00	7.21%
	Increase from 2013 to 2025	1,102,129.00	67.57%			5,009,304.00	64.91%			6,111,433.00	65.38%

ITEM NUMBER: CM- 7

ITEM NAME: Retirement - City Clerk
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Memo	1/2/2025	Cover Memo



City of Clifton

OFFICE OF CITY CLERK
900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

NANCY FERRIGNO
CITY CLERK
REGISTRAR OF VITAL STATISTICS

973-470-5829
Fax #: 973-470-5264

MEMORANDUM

TO: Mayor and Council
FROM: Nancy Ferrigno, City Clerk *NF*
DATE: January 2, 2024
RE: Retirement

Please be advised that I have put in my pension papers for retirement as City Clerk for the City of Clifton. My last day of work will be April 30, 2025. This gives you a month to advertise, a month to interview and more than a month to hire my replacement. I am highly recommending that you hire someone starting well in advance of my departure so that I may be able to train him or her on the procedures of Clifton.

ITEM NUMBER: CM- 8

ITEM NAME: Cost for Holiday Tree Lightings and Candyland
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
 Memo	1/3/2025	Cover Memo

Ferrigno, Nancy

From: Vanwinkle, Jason
Sent: Thursday, January 02, 2025 3:30 PM
To: Ferrigno, Nancy
Cc: Villano, Dominick
Subject: RE: Assignment Sheet 12-17-24

Nancy,

On the Public works assignment sheet for the last council meeting. Council wanted the costs for the holiday tree lightings and candy land. Please below.

City Hall-Tree Lighting (12/8/2024)

<u>Employee</u>	<u>Hours</u>	<u>Rate</u>	<u>Total Cost</u>
Giuseppe Mannina	3.75	\$70.11	\$262.91
Jan Kowalczyk	3.75	\$50.10	\$187.87
Victor Campolattaro	3.00	\$43.90	\$131.70
Vincent Falduto	3.00	\$31.00	\$93.00
			\$675.48

Candyland (12/14/2024)

<u>Employee</u>	<u>Hours</u>	<u>Rate</u>	<u>Total Cost</u>
Kevin Colavitti	9.00	\$43.90	\$395.10
Cornelius Drummonds	9.00	\$28.84	\$259.56
Victor Campolattaro	9.00	\$43.90	\$395.10
John Martorano	9.00	\$57.28	\$515.52
			\$1,565.28

Council also wanted the cost for the Special Vegetative waste pickup. **There will be No Extra Cost for this Collection.**

Thanks,

JASON VAN WINKLE CPWM, CRP
DIRECTOR OF PUBLIC WORKS
CITY OF CLIFTON PUBLIC WORKS
307 EAST 7TH STREET
CLIFTON NJ 07011

PHONE 973 470 2237
EMAIL JVANWINKLE@CLIFTONNJ.ORG
FAX 973 340 7049

Recycling is a good thing. Please recycle any printed emails

From: Ferrigno, Nancy <nferrigno@cliftonnj.org>
Sent: Wednesday, December 18, 2024 12:37 PM

ITEM NUMBER: CM- 9

ITEM NAME: 2024 Overtime Report - PD
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Memo	1/3/2025	Cover Memo



CLIFTON POLICE DEPARTMENT

OFFICE OF THE CHIEF

900 CLIFTON AVENUE
CLIFTON, NEW JERSEY 07013

MAIN: 973-470-5900 CHIEF: 973-470-5921 EMERGENCY 911



THOMAS A. RINALDI
CHIEF OF POLICE

To: City Manager Dominick Villano

From: Chief of Police Thomas Rinaldi *TR*

Date: January 3, 2025

Re: 2024 Overtime Report

Mr. Villano,

This memo's purpose is to give the Governing Body more detail as to the Police Department and its overtime status.

I'd like to first start off by stating that I believe that misuse of overtime is irresponsible and poor management. That said, overtime is not being frivolously handed out. It is given on a need basis. The main reason that overtime occurs is due to patrol shortages (operating under minimum manpower). There are numerous reasons this may occur. Examples include; sick time, extended sick time, on-duty injuries, off-duty injuries, family leave act (in most cases the birthing and bonding time of a child), administrative leave absences, disciplinary suspensions, mandatory departmental training (issued by the Attorney General), military weekend drill, military mandatory training and military deployments.

Other reasons that overtime occurs can include; extension of shifts (investigation not completed), Detective call outs (homicides, robberies, missing persons, etc), Traffic Division call outs (fatalities or serious bodily injury accidents), Juvenile Division call outs (missing juveniles or those brought in for committing crimes) and School Traffic details. Please note that choosing not to come out for overnight callouts is not an option, as the Attorney General, County Prosecutor and State Police (besides having a few choice words for us) would hold us responsible and charge us for failing to act.

To share one example with you of how fast the overtime can accrue, a homicide investigation that occurred in July resulted in 262 hours (393 paid hours) of overtime for this single event. Crimes such as these require an all hands on deck approach to attempt to identify and arrest the responsible party as soon as possible.

During the 2024 calendar year, 4 officers were activated and deployed for military service. Along with this, we suffered the passing of one of our senior patrol officers to terminal illness. We've had numerous officers injured and numerous others out for extended periods on the Family Leave Act. Also, for the bulk of the year, we had been operating with an "actual manpower" number that's approximately 20+ officers under the Table of Organization. All of these factors lead towards overtime.

If you recall from the memo and overtime statistics I provided for you last meeting, I had also provided an attachment which broke down every overtime incident for each officer for every pay period (pays 1-22). Provided with this memo please refer to the attachment which details pays 23 and 24 (Attachment A).

Next, please see Attachment B. Attachment B provides a list of various officers and the extended periods that they haven't been able to work, whether to military deployment, injuries, illnesses or family leave circumstances. These numbers are a clear indicator as to why overtime is needed and how quickly it can accrue. In this example, you will see how the absences of 34 officers resulted in the loss of 35, 273 work hours for the year.

Over the years, I have taken measures to cut back in overtime spending. Some of these measures include;

- * Having a 2 supervisor minimum between the hours of 3:00 AM until 5:00 PM (remaining hours call for a 3 supervisor minimum). Although this is unpopular with the Superior Officers Association (SOA), this has been a means to quell the overtime for years now.

- * Patrolman minimums have been reduced during low peak times as well as certain Holidays where call volume is typically lower.

- * Instituting an order which gives Patrol Sergeants first preference at supervision overtime in Patrol. Lieutenants get the opportunity IF no Sergeants take it. Please note that AT NO TIME will a supervisor be eligible to work in lieu of a patrolman if there's a shortage at the patrolman level.

- * This Administration was the first to enact a Departmental sick policy (in 2022). Effective January 1st, 2025, a newer more robust policy was established to hopefully aid in decreasing sick time.

- * Cross training the Parking Enforcement Officers as crossing guards to be the first level of substituting for the "absent crossing guard", to try to limit the amount of sworn police officers having to do that task.

- * Please also note that my Community Policing Division attends many nighttime and weekend events. Collective bargaining agreements state that when they attend events outside of their regular duty times, they would be entitled to overtime. However, based on their respect for me as well as their dedicated work ethic, they will alter their hours (when possible) and represent the Police Department without the incurrence of overtime.

Recommendations to quell overtime moving forward:

* Getting to the point where Police Officers do not have to do School Crossings. Whether this is done by privatizing the service, hiring an overabundance of guards to cover posts due to absences or potentially cross training other City of Clifton workers to perform these duties. Please note that 472.26 paid hours of overtime were incurred in 2024.

* Dispatchers - At best, we usually have approximately 21 dispatchers employed (7 per shift). The hiring of up to 6 more would provide 9 per shift, a more appropriate staffing level to spread out to cover a seven day work week.

* Grow the Table of Organization which we have done and will continue to do. Simply put, more staffing on the schedule should lead to less overtime.

Other than the recommendations mentioned, the next step would be reducing services to the residents and travellers through our City. I do not recommend depriving the people of the services they deserve. They deserve optimum services from one of the best Police Departments in this state and shouldn't have to settle for less.

Simply put, aside from all of the facts and measures I've laid out, cutting my overtime budget from \$950,000 to \$475,000 was an unattainable goal.

In closing, I'd like to take the opportunity to thank you for allowing me to explain the Police Department's inner workings and goals (both established and future). I welcome the next Police Committee meeting should you want further explanations.

Respectfully,

TAR/rd

**E-MAIL**

THOMAS RINALDI <trinaldi@cliftonpolice.org>

School Crossing OT - Calendar Year 2024

1 message

DARREN KESTER <dkester@cliftonpolice.org>
To: THOMAS RINALDI <trinaldi@cliftonpolice.org>

Thu, Jan 2, 2025 at 12:29 PM

Chief,

The table below represents the number of times a police officer or a parking enforcement officer has covered a school crossing post in lieu of crossing guards in the calendar year of 2024, as well as the overtime hours that were incurred as a result. Not all posts were covered with overtime.

Month	Posts Covered (Police & PEOs)	Overtime Hours (Straight)	Overtime Hours (@ 1.5)
January	239	41.5	62.25
February	210	38.5	57.75
March	164	37.17	55.755
April	116	37.5	56.25
May	140	34	51
June	80	16	24
September	303	24.42	36.63
October	282	53	79.50
November	124	23.25	34.88
December	109	9.5	14.25
Total 2024	1767	314.84	472.26

Respectfully,

Capt. Darren Kester #05003
Field Operations Bureau Commander
Clifton Police Department
Office: (973) 470-5894
Email: dkester@cliftonpolice.org

\$ 28,015.07

11/25 → 12/8

23

Payroll IC Employee	blank1	blank2	blank3	blank4	TotalHou
169 ALLMENDINGER, KEITH LT					34 shortage
1524 BAURYS, BRYAN DET					9.75 School TRAFFIC/ENROUTE
187258 BURGESS, JERMAINE PTL					21.75 LASER TRAINING
188316 CABRERA, JUSTIN PST					6 SHUTTLES/NO LUNCH
188578 CARO, DANIELA PST					5.25 NO LUNCH
188259 CASTRO, TAYANA PST					6 SHUTTLES/NO LUNCH
1529 DAVEY, MICHAEL LT					36 shortage
188055 DAVILA, JUSTIN PTL					1.25 BARRICADES SUSPECT
187809 DEYOUNG, BRIAN DET					4.88 Barricade - Suspect Shooting
1609 DIAZ, ANTHONY PTL					15.38 SHUTTLES/DOA
1476 DOMSKI, ROBERT SGT					18 shortage
1369 DROUBI, MOHAMMAD LT					6 PARADE FLIGHT ESCORT
1223 FIORILLA, ALAN LT					21 shortage
198 FOGG, DEREK SGT					6 PARADE FLIGHT ESCORT
188182 GARRUTO, NICHOLAS DET					12 shortage
4673 GOUGH, NIGEL PTL					3.75 THREATS
976 GUERRIERO, MASSIMO PTL					2.13 WELFARE CHECK
188575 HACKETT, AUSTIN PST					9 SHUTTLES
188026 HILL, BRANDON DET					6 Investigation non/overdue 24-67870
293 LAWSON, BRUCE SGT					21 shortage
187991 MARTINEZ, FABRICIO PTL					3 SHUTTLES
187559 MCAVOY, SUZANNE PST					7.5 SHUTTLES/NO LUNCH
187534 MEJIA, KIMBERLY PST					9 SHUTTLES/NO LUNCH
187749 MIDDLETON, GARRELL DET					7.5 Patrol/OT
1530 MUNIZ, JOEL PTL					5.25 DWI
188486 NEWBURY, COLIN PST					6 SHUTTLES/NO LUNCH
448 PANEPINTO, MICHAEL DET					1.5 Investigation Extension 24-67070
188210 PETRIELLA, VICTORIA PST					14.25 SHUTTLES/NO LUNCH
187415 PHILLIPS, MATTHEW DET					7.5 SCHOOL TRAFFICS
1229 REYES, DANNY PTL					1.88 DOA
479 RIVERA, ADRIAN PST					24 SHUTTLES/NO LUNCH
509 ROTH, JOANNE PST					16.5 SHUTTLES/NO LUNCH
188554 SANTIAGO, MATTHEW PST					4.5 SHUTTLES/NO LUNCH
187665 SNYDER, STEVEN PTL					10.05 EDP/DV/SHUTTLES
187666 SUCAMELI, THOMAS DET					6 Investigation non/overdue 24-67870
1230 SUHEY JR, ROBERT SGT					38.75 37 hrs shortage
1231 TOYOS, FAVIO A LT					2.63 SHUTTLES
187238 TURBIDES, DIORYS DET					0.75 Investigation Extension 24-67070
187417 VALLIER, JUSTIN SGT					7.5 shortage
1532 ZIGARELLI, MICHAEL PTL					7 SHUTTLES

30, 178.46

12/9 - 12/22

24

Payroll IC	Employee	blank1	blank2	blank3	blank4	TotalHou
188248	AGGI, STEPHEN	PTL				34.88 LASER TRAINING / SHORTAGES
169	ALLMENDINGER, KEITH	LT				18 shortage
1472	ARTHUR, GLEN	SGT				9.75 Homicide Inv.
1524	BAURYS, BRYAN	DET				11.25 ST. CYRIL'S RECOGNITION / FATAL MVA
548	BRETT III, JOSEPH	PST				0.75 NO LUNCH
187258	BURGESS, JERMAINE	PTL				10.5 SHORTAGES
188316	CABRERA, JUSTIN	PST				6 SHORTAGES / NO LUNCH
188578	CARO, DANIELA	PST				23.25 SHORTAGES / NO LUNCH
1529	DAVEY, MICHAEL	LT				18 shortage
1476	DOMSKI, ROBERT	SGT				15 shortage
187421	DURAN, EDGAR	DET				6 FATAL MVA
188550	ELNAKIB, AHMED	PTL				6 SHORTAGES
187798	FERNANDES, MATTHEW	DET				19.97 Homicide Inv.
188182	GARRUTO, NICHOLAS	DET				57.12 Patrol shortage / Homicide Inv. / Sex Assault Inv.
188052	GIBSON, WILLIAM	PTL				11.7 COURT / HOMICIDES
976	GUERRIERO, MASSIMO	PTL				10.5 SHORTAGES
188575	HACKETT, AUSTIN	PST				3.75 NO LUNCH
1225	INGARGIOLA, JASON	LT				3 shortage
293	LAWSON, BRUCE	SGT				12 shortage
188599	MALDONADO III, EDDIE	PTL				33.38 LASER TRAINING / SHORTAGES / DISTURBANCES / DV
187543	MARTINEZ, CHRISTIAN	DET				3.33 Homicide Inv.
188053	MARTINEZ, EFRAIN	PTL				18 LASER TRAINING / COURT
187559	MCAVOY, SUZANNE	PST				0.75 NO LUNCH
187534	MEJIA, KIMBERLY	PST				31.5 SHORTAGES / NO LUNCH
1530	MUNIZ, JOEL	PTL				3 INVOLUNTARY TRANSFER / SEX ASSAULT
188486	NEWBURY, COLIN	PST				2.25 NO LUNCH
188210	PETRIELLA, VICTORIA	PST				12.75 SHORTAGES / NO LUNCH
187266	PHILLIPS, CHAD	DET				5 Shortage / COURT
187415	PHILLIPS, MATTHEW	DET				1.5 SCHOOL CROSSING
188028	RAYYAN, MOHAMMED	PTL				13.75 SHORTAGES / DWI / HOMICIDES
479	RIVERA, ADRIAN	PST				42 SHORTAGES / NO LUNCH
188554	SANTIAGO, MATTHEW	PST				0.75 NO LUNCH
188601	SERRA, JAVIER	PTL				44.25 LASER TRAINING / SHORTAGES
187665	SNYDER, STEVEN	PTL				16.5 SHORTAGES
1230	SUHEY JR, ROBERT	SGT				57 Shortage
187238	TURBIDES, DIORYS	DET				6.05 Homicide Inv.
187668	URENA, JOMARCELL	PTL				9 SHORTAGES
4672	ZAMORA, ALEXANDER	SGT				32.88 Shortage / Homicide Inv.
1532	ZIGARELLI, MICHAEL	PTL				16.5 SHORTAGES

att. B

Initials	January	February	March	April	May	June	July	August	September	October	November	December	Total
A,S	133.28	174.93	174.93	183.26	191.59	174.93	233.24	191.59	174.93	191.59	174.93	183.26	2,182.46
R,B	74.65	174.93	174.93	183.26	191.59	166.60	191.59	183.26	174.93	191.59	174.93	183.26	2,065.52
A,C	41.65	174.93	174.93	183.26	191.59	166.60	191.59	183.26	174.93	191.59	174.93	183.26	2,032.52
E,J	52.33	16.66	121.00	208.32	136.33	165.00	162.33	165.00	165.00	184.33	209.32	173.25	1,758.87
G,L	166.60	141.61			52.65	166.60	191.59	183.26	174.93	191.59	174.93	183.26	1,627.02
K,J	191.59	174.93	174.93	183.26	191.59	166.60	191.59	183.26	124.95				1,582.70
V,J	33.17	121.00	165.00	176.00	183.00	165.00	31.17		93.67	173.00	161.00	144.00	1,446.01
T,D	154.94	219.59	195.58	76.14	3.83	36.33	44.74	164.47	37.66	59.58	117.80	139.30	1,249.96
M,M	132.50	176.00	205.00		22.00	165.00	187.00	110.00	33.00	33.00	88.25	11.00	1,162.75
T,O	22.00	11.00	22.00	108.75	22.00	33.00	11.00	154.00	99.00	165.00	154.00	176.00	977.75
G,S	24.00	7.00	5.50	5.50	27.50	15.50		23.00	181.50	188.00	176.00	177.00	830.50
F,J	11.00					22.00	11.00	121.00	165.00	165.00	154.00	176.00	825.00
B,G	11.00	22.00				77.00	143.00	88.00	110.00	139.00	154.00	22.00	766.00
E,F	106.92	44.00	134.00		51.00	20.50	66.42	154.00	40.83	39.00	33.00	44.00	733.67
M,F	33.00	33.00	22.00	11.00	153.25	264.00	110.00	11.00	17.00			44.00	698.25
D,M	11.00	41.75	38.50	22.00	21.00	54.00	33.00	55.00	32.00	35.17	149.83	193.33	686.58
P,J	176.00	143.00	121.00			22.00	55.00		161.00				678.00
B,B	40.66	49.98	44.33	40.66	27.66		20.33	16.66	12.00	72.83	200.33	104.33	629.77
L,J	8.33	19.33	38.66			8.33	33.32	91.63	16.66	33.32	41.65	183.26	474.49
W,M			12.00	12.00	16.00		12.00			36.00	180.00	180.00	448.00
L,L	53.00	11.00	22.00	38.00	17.00	11.00	11.00	11.00	49.97	33.00	99.00	77.00	432.97
H,N	33.32	8.33			8.33		8.33	183.26	166.60	11.58	8.33		428.08
Z,A			4.00		192.00	180.00	36.00						412.00
P,M	21.08	20.66	45.83	133.28	1.83	166.60				11.50	8.33		409.11
P,G	191.59	164.94	30.32									8.33	395.18
P,C		8.33	8.33		91.63	166.60	83.30		16.66	8.33		8.33	391.51
S,S		33.00		154.00	154.00			33.00		14.50			388.50
C,J	33.00	55.00	33.00	40.00	11.00	11.00	30.75	44.00	11.00	66.00	22.00	22.00	378.75
B,Z		33.00		22.00	15.00	11.00	44.00	22.00	121.00	12.00	44.00	41.25	365.25
R,D	14.00		11.00	11.00		55.00	132.00	88.00		22.00	22.00	8.00	363.00
R,E		22.00	33.00	11.00	33.00		11.00	22.00		22.00	110.00	88.00	352.00
B,S	23.43	19.25	16.66	6.25	16.34	12.18	41.47	106.24	13.80	26.49	12.83	11.00	305.94
C,H		22.00		44.00		11.00		11.00			75.37	121.00	284.37
Z,M		55.00	11.00	46.00	12.50	11.00		11.00	55.00		22.00	44.00	267.50
Total	2,627.82	2,769.52	2,764.81	2,489.89	2,688.22	2,951.05	3,048.61	3,256.14	3,075.18	2,776.59	3,499.02	3,326.53	35,273.38

ITEM NUMBER:

ITEM NAME: Rabbi Kronenberg

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description

Upload Date

Type

No Attachments Available

ITEM NUMBER:

ITEM NAME: Introduction of Phase IV Redevelopment Plan

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description

Upload Date

Type

No Attachments Available

ITEM NUMBER:

ITEM NAME: Minutes of Workshop Meeting of December 17, 2024

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Workshop	1/2/2025	Cover Memo

**CITY OF CLIFTON
CLIFTON, NEW JERSEY
WORKSHOP
MEETING MINUTES DECEMBER 17, 2024**

The Conference Meeting of the Municipal Council of the City of Clifton was held in the Municipal Conference Room of Clifton City Hall, 900 Clifton Avenue, Clifton, New Jersey and called to Order by the Mayor.

6:30 P.M. CALL OF ROLL

Mayor Grabowski read the following Statement of Compliance into the record:

Adequate notice of this meeting has been provided by the Annual Notice of regularly scheduled meetings of the Municipal Council for the year 2024 which was published as legal advertisements in the Herald News on December 10, 2023, and was additionally advertised in the Record on December 10, 2023. Further notice of this meeting was given on Friday prior to the meeting to The Herald News and by posting of said notice on the bulletin board at City Hall and on the Clifton Website which notice stated that formal action may or may not be taken on matters to come before the Municipal Council.

Upon roll call, the following were noted present:

Councilman Gibson	(BG)
Councilman Kolodziej	(JK)
Councilman Latona	(AL)
Councilman D'Amato	(CD) (via Zoom)
Councilwoman Pino	(RP)
Councilwoman Sadrakula	(MS)
Mayor Grabowski	(RG)

Also present were City Manager, Dominick Villano, who arrived at 7:02 p.m.; City Attorney, Matthew Priore, via Zoom; Assistant City Attorney, Andrew Oddo; City Clerk, Nancy Ferrigno and Deputy City Clerk, Michele Butler.

Presentations:

Action items of the City Manager's Work Session Agenda
Discussion items of the City Manager's Work Session Agenda
Council mail items of the City Manager's Work Session Agenda

Respectfully submitted,

Nancy Ferrigno
City Clerk

PRESENTATION / HEARING / CONFERENCE APPEARANCE(S)

Interviews for Passaic Valley Water Commission (R598)

A Motion was made by Councilwoman Pino to reappoint Councilman Kolodziej. With no second to the Motion, no vote was taken.

A Motion was made by Councilman D'Amato, seconded by Councilwoman Sadrakula and passed on roll call vote to appoint Deb Rizzi as Commissioner on the Passaic Valley Water Commission.

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

Interviews for Board of Adjustment (R599)

A Motion was made by Councilman Gibson, seconded by Councilwoman Sadrakula and passed on roll call vote to reappoint Mark Zecchino to the Board on Adjustment.

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

A Motion was made by Councilwoman Pino, seconded by Councilman D'Amato and passed on roll call vote to appoint Noel Perez to second alternate of the Board of Adjustment.

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

A Motion was made by Councilman Latona, seconded by Councilman D'Amato and passed on roll call vote to reappoint David Braid to the Board of Adjustment.

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

A Motion was made by Councilman Kolodziej, seconded by Councilman Latona, and passed on roll call vote to move Avraham Eisenman to Member of the Board of Adjustment, move Grace Robles to Alternate #1 of the Board of Adjustment and Noel Perez as Alternate #2 of the Board of Adjustment.

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

ACTION ITEMS

A-1 Construction Code Official Requests Dedication by Rider for Uniform Construction Code Enforcement per LFN 2020-27 (R575)

A Motion was made by Councilman Kolodziej, seconded by Councilwoman Pino and passed on roll call vote to approve Dedication by Rider for Uniform Construction Code Enforcement per LFN 2020-27.

(5-2-0-0) Councilman Gibson, Councilman Latona, Councilman Kolodziej, Councilwoman Pino and Mayor Grabowski voted aye. Councilman D'Amato and Councilwoman Sadrakula voted nay.

A-2 Chief Financial Officer Recommends Budget Transfer in the 2024 Municipal Budget (R576)
Approved: JK/CD

A-3 Authorization to Approve Award of Contract for Marketing of Class D Recyclables Materials to NewTech Recycling (R577)

A Motion was made by Councilman Gibson, seconded by Councilman Latona and passed on roll call vote to authorize to approving Award of Contract for Marketing of Class D Recyclables Materials to NewTech Recycling

(6-1-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, and Mayor Grabowski voted aye. Councilwoman Sadrakula voted nay.

A-4 Authorization to Approve Purchase of Unleaded Gasoline off the New Jersey State Contract Purchasing Program (R578)

A Motion was made by Councilman Gibson, seconded by Councilman Latona and passed on roll call vote to Approve Purchase of Unleaded Gasoline off the New Jersey State Contract Purchasing Program.

(6-1-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, and Mayor Grabowski voted aye. Councilwoman Sadrakula voted nay.

A-5 Authorization to Approve Purchase Regular Ultra Low Sulphur Diesel off of Somerset County Cooperative CC-0036-23 from National Fuel Oil (R579)

A Motion was made by Councilman Gibson, seconded by Councilman Latona and passed on roll call vote to approve purchasing Purchase Regular Ultra Low Sulphur Diesel off of Somerset County Cooperative CC-0036-23 from National Fuel Oil.

(6-1-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, and Mayor Grabowski voted aye. Councilwoman Sadrakula voted nay.

A-6 Authorization to Approve Purchase of Concrete Scarifier Equipment via Educational Service Commission of New Jersey from The Sherwin Williams Company (R580)
Approved: AL/JK

A-7 Authorization to Approve Purchase (1) One Toro Grounds Master 5910 Wide Area Lawn Mower and One (1) One Toro Field Pro 6040 Baseball Field Groomer from Storr Tractor Company via Bergen County Cooperative (R581)
Approved: AL/JK

A-8 Authorization to Approve Award of Contract for Thermal Line Painting for the City of Clifton for Traffic Control Markings to Denville Line Painting LLC via Morris County Cooperative Authorization to Award Contract to Denville Line Printing (R582)
Approved: AL/BG

A-9 Authorization to Approve Change Order 2 with Cost Reduction for Resolution Entitled "Authorization of the Purchase of Radio Communication Equipment And Accessories off the New Jersey State Contract Purchasing Program Pursuant to N.J.S.A. 40A:11-12A" (R583)
Approved: JK/BG

A-10 Authorization to Approve Award of Contract to Electronic Systems Solutions Inc. for Installation of Antennas for Radio Infrastructure Project via Bergen County Cooperative (R586)
Approved: AL/JK

A-11 Authorization to Approve Extending the Contract Award to North Jersey Friendship House for Custodial Cleaning Services for City of Clifton (R584)
Approved: AL/JK

A-12 Authorization to Approve Award of Contract to Affordable Interior Systems for the Purchase of Office Furniture for Building Department off the New Jersey State Contract Purchasing Program (R585)

A Motion was made by Councilman Kolodziej, seconded by Councilman Latona, and passed on roll call vote, to approve Award of Contract to Affordable Interior Systems for the Purchase of Office Furniture for Building Department off the New Jersey State Contract Purchasing Program

December 17, 2024

(5-2-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino and Mayor Grabowski voted aye. Councilman D'Amato and Councilwoman Sadrakula voted nay.

A-13 Authorization to Approve Maintenance Agreement with Passaic County for Installation of Solar Powered Radar Sign Along Mt. Prospect Avenue (R587)
Approved: AL/JK

A-14 Authorization to Approve Rescinding Permit Parking on Larkspur Lane
Approved: JK/MS

A-15 Authorization to Approve Health Insurance Renewals for 2025 (R592-R593)

A Motion was made by Councilman Kolodziej, seconded by Councilwoman Pino and passed on roll call vote to approve Health Insurance Renewals for 2025.

(6-1-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, and Mayor Grabowski voted aye. Councilwoman Sadrakula voted nay.

A-16 Authorization to Approve Various Insurance Renewals for 2025 (R594)

A Motion was made by Councilman Kolodziej, seconded by Councilman Latona and passed on roll call vote to approve various insurance renewals.

(6-1-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, and Mayor Grabowski voted aye. Councilwoman Sadrakula voted nay.

A-17 Authorization to Approve Awarding Professional Services Contract for Dental Services for 2025 (R595)
Approved: AL/JK

A-18 Authorization to Approve Professional Services for Real Estate Appraisal Services - Hendricks Appraisal Company and McNerney and Associates (R596-R597)
Approved: JK/BG

A-19 Authorization to Approve Reappointment of Members of Traffic Safety Council (R616)
Approved: MS/AL

A-20 Authorization to Approve Reappointment of Members of the Board of Recreation (R600)

A Motion was made by Councilman Kolodziej, seconded by Councilman Latona and passed on roll call vote to approve the reappointment of Members of the Board of Recreation.

(6-1-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, and Mayor Grabowski voted aye. Councilwoman Sadrakula voted nay.

A-21 Authorization to Approve Annual Tank Pull on Sunday, June 8, 2025
Approved: MS/AL

A-22 Authorization to Approve Renewal of Limousine License - Danny Limo (R602)
Approved: JK/AL

A-23 Authorization to Approve Renewal of Limousine License - AKS (R603)
Approved: JK/AL

A-24 Authorization to Approve Renewal of Limousine License - Leonardo Cruz LLC (R604)
Approved: JK/AL

A-25 Authorization to Approve Renewal of Limousine License - Clifton Taxi (R605)
Approved: JK/AL

A-26 Authorization to Approve Renewal of New & Used Car Lots (R606)
Approved: JK/AL

A-27 Authorization to Approve the Clifton Public Housing Agency to Utilize the Small Area Fair Market Rent Rule and Change Payment Standard for Section 8 Voucher Program for 2025 (R611)

Approved: JK/AL

A-28 Authorization to Approve Awarding Contract to Giampaolo & Associates for 2025 Accounting Services for Section 8 Housing Choice Voucher Program (R612)

Approved: AL/JK

A-29 Authorization to Approve Awarding Contract to Kotulak & Company for 2025 Accounting Services for CDBG Program (R613)

Approved: JK/AL

A-30 Authorization to Approve Fixing Fees for Delinquent Taxes or Assessments for 2025 (R614)

Approved: BG/AL

A-31 Authorization to Approve Agreement Between City of Clifton and D.I.A.L. for Handicapped for Year 2025 (R615)

Approved: MS/AL

A-32 Authorization to Approve Award of Contract for Architectural Services for Fire Station 3 Renovation and OEM Study to Robbie Conley Architect, LLC

Approved AL/RP

A-33 Authorization to Approve Revision of Open Space and Recreation Plan

Approved: JK/RP

A-34 Authorization to Approve Tax Exempt Veteran - 38 Concord St. (R617)

Approved: MS/AL

A-35 Late - Authorization to Approve Reappointment of Clifton Special Law Enforcement Officers (Class II) for 2025 (R618)

Approved: JK/AL

DISCUSSION ITEMS/NEW BUSINESS

D-1 Police Department and Fire Department Overtime

A discussion took place regarding the Table of Organization, overtime, and overall lowering of costs for the police department. Directions were given to have the CFO attend the next meeting and explain why the police salaries were understated in the 2024 budget. Councilman Kolodziej reminded Council that ARPA money was used, and ultimately the decision came down to Council on how to fund the salaries and now they want to blame the CFO. Councilman Kolodziej also pointed out that all Department Heads are asked what they need for their budget and Council can decide to cut where they feel necessary.

COUNCIL MAIL

CM-1 Chief Financial Officer Answers Questions from Council Meeting Assignment Sheet of December 3, 2024

Councilwoman Sadrakula raised concerns regarding the completeness of the CFO's report, noting several omissions. Specifically, the report failed to include information about trust accounts, including both the sources and amounts involved. Additionally, it did not account for the costs incurred by the Department of Public Works (DPW) for holiday events, such as Candyland and the Santa Parade.

December 17, 2024

CM-2 Budget Status Reports for the 2024 Municipal Budget and the 2024 Sewer Utility Budget

A question was raised about adding grant money to the budget. It was noted that grant money is transferred into the budget by a 159 transfer.

CM-3 Update from Redevelopment Counsel - Black Prince & ON3

Directions were given to have Development Counsel attend the next meeting to provide clarification regarding performance bonds and the status of the job completion.

CM-4 Parking Concerns at the Kowal Street Apartments

This Item was moved to the next meeting.

CM-5 Late - Cottage Food Operations

CM-6 Late - Unredacted Bill Request for Amanda Van Hoose

Councilwoman Sadrakula labeled this item "nonsense" and asked why the Council would approve this.

CM-7 Late - Annual Pension Costs for PERS and PFRS

CONFIDENTIAL ITEMS/CLOSED SESSION

**CITY OF CLIFTON
RESOLUTION AUTHORIZING EXECUTIVE SESSION**

A Motion was made by Councilwoman Sadrakula, seconded by Councilman D'Amato and passed on roll call vote to enter Executive Session.

(6-0-0-1) Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye. Councilman Gibson was absent.

WHEREAS, the Municipal Council deems it essential in the furtherance of the public interest, to discuss, in closed session, as expressly permitted by N.J.S.A. 10:4-12, the following subject(s), to wit:

- | | |
|--------|---|
| CON- 1 | Workers' Compensation Claim - LD - PD |
| CON- 2 | Workers' Compensation Claim - JJ - DPW |
| CON- 3 | Board of Education - Sewer Bills |
| CON- 4 | Confidential Employees Salary Increases - Personnel |

NOW, THEREFORE, BE IT RESOLVED that the public shall be excused and excluded from that portion of the Council's meeting to be held on December 17, 2024, at which time, said subject(s) shall be discussed; and

BE IT FURTHER RESOLVED, that the discussion held at such closed session can be disclosed to the public on or about the time the matter is concluded.

ITEM NUMBER:

ITEM NAME: Minutes of Executive Session of December 17, 2024

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description

Upload Date

Type

No Attachments Available

ITEM NUMBER:

ITEM NAME: Minutes of Regular Meeting of December 17, 2024

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Regular	1/3/2025	Cover Memo

**CLIFTON, NEW JERSEY
REGULAR MEETING MINUTES DECEMBER 17, 2024**

The Regular Meeting of the Municipal Council of the City of Clifton was held in the Municipal Conference Room of Clifton City Hall, 900 Clifton Avenue, Clifton, New Jersey.

8:10 P.M. CALL OF ROLL

Mayor Grabowski called the meeting to order and presided, and announced that the location of exits should be noted for use in case of fire or other emergencies and that smoking regulations apply to the building and cell phones should be deactivated and turned off and read the following Statement of Compliance into the record:

Adequate notice of this meeting has been provided by the Annual Notice of regularly scheduled meetings of the Municipal Council for the year 2024, which was published as legal advertisements in the Herald News on December 10, 2023, and was additionally advertised in the Record on December 10, 2023. Further notice of this meeting was given on Friday prior to the meeting to The Herald News and by posting of said notice on the bulletin board at City Hall and on the Clifton Website which notice stated that formal action may or may not be taken on matters to come before the Municipal Council.

Upon roll call, the following were noted present:

Councilman Gibson	(BG)
Councilman Kolodziej	(JK)
Councilman Latona	(AL)
Councilman D'Amato	(CD) Via Zoom
Councilwoman Pino	(RP)
Councilwoman Sadrakula	(MS)
Mayor Grabowski	(RG)

Also present were City Manager, Dominick Villano; City Attorney, Matthew Priore; Assistant City Attorney, Andrew Oddo; City Clerk, Nancy Ferrigno and Deputy City Clerk, Michele Butler.

CALL TO ORDER / ROLL CALL / INVOCATION / PLEDGE TO THE FLAG

Pastor Eric Farrar – Hope Reformed Church

A Motion was made by Councilman Latona, seconded by Councilwoman Sadrakula and passed on roll call vote to suspend the regular order of business.

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

PRESENTATION

Knights of Columbus Presentation

PUBLIC HEARING

Public Hearing – December 17, 2024, Fiscal Year Budget for Clifton's Historic Botany District, Inc. Special Improvement District.

The Mayor opened the floor to the public.

With no one wishing to be heard, a Motion was made by Councilman Kolodziej, seconded by Councilwoman Sadrakula, and passed on roll call vote to close the Public Hearing.

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

December 17, 2024

APPROVAL OF MINUTES

A Motion was made by Councilman Kolodziej, seconded by Councilman Gibson and passed on roll call vote to approve the Minutes of Executive Session of December 3, 2024, Workshop Session of December 3, 2024, and Regular Session of December 3, 2024.

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

COMMUNICATIONS FROM THE CITY MANAGER

- C-1 Donovan Rose, Public Safety, hired as School Traffic Guard, at \$16.00 hourly, effective December 2, 2024.
- C-2 Margaret Morse, City Manager, hired as Communications Manager, at \$90,000.00 annually, effective December 2, 2024.
- C-3 Andrew Sobotor, Public Works, hired as Senior Maintenance Repairer Welder, at \$65,000.00 annually, effective December 2, 2024.
- C-4 Matthew Santiago, Public Safety, Resigned position of Public Safety Telecommunicator Trainee, effective December 12, 2024.
- C-5 Zahmir Butler, Public Works, resigned from his position of Laborer 1, effective December 12, 2024.

COMMUNICATIONS MEETING MINUTES

- C-6 Minutes of Passaic Valley Water Commission of October 23, 2024
- C-7 Minutes of Historical Commission of 9/5/24, 10/3/24, 11/7/24, 12/5/24
- C-8 Minutes of CA-TV Committee of 7/24/24, 9/25/24, 10/23/24
- C-9 Minutes of Planning Board of December 5, 2024
- C-10 Minutes of Alcohol Beverage Control Board of November 13, 2024
- C-11 Minutes of Disabilities Committee of November 18, 2024

SECOND READING ORDINANCES

A. Adoption of Ordinance 7961-24

B. Public Hearing on Ordinance 7961-24

Mayor Grabowski opened the floor to the public with regard to Ordinance 7961-24.

With no one wishing to be heard, a Motion was made by Councilman Kolodziej, seconded by Councilman Gibson to close the public hearing.

An Ordinance to Amend, Revise, and Supplement Chapter 203 of the Code of the City of Clifton, Entitled "Dogs and Other Animals" to Make Various Updates to Conform to State Statutes and Regulations and to Make Various Other Revisions

(6-1-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, and Mayor Grabowski voted aye. Councilwoman Sadrakula voted nay.

C. Adoption of Ordinance 7963-24

D. Public Hearing on Ordinance 7963-24

Mayor Grabowski opened the floor to the public with regard to Ordinance 7963-24.

With no one wishing to be heard, a Motion was made by Councilman Kolodziej, seconded by Councilman Gibson to close the public hearing.

An Ordinance to Amend, Revise and Supplement Chapter 349 of the Code of the City of Clifton, Entitled "Permit Parking on Residential Streets and Municipal Lots", Article I, Entitled "Residential Streets", More Particularly Section 349-2 Thereof, Entitled "Restricted Streets" (Adds West 2nd Street)

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

E. Adoption of Ordinance 7964-24

F. Public Hearing on Ordinance 7964-24

A Motion was made by Councilwoman Sadrakula. Seconded by Councilman Latona and passed on roll call vote to table Ordinance 7964-24.

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

FIRST READING ORDINANCES

FLOOR TO THE MEMBERS OF THE PUBLIC

Donna Popowich, 57 Dalewood Rd., expressed her concerns regarding several issues affecting the community. She noted that tomorrow is the last day for leaf pickup, stressing the need for an additional collection to better serve residents. In her observations, she feels that the Council is disrespecting the public by making them wait for public session. Ms. Popowich pointed out that prioritizing the installation of a large snowflake for the Christmas display, which she interprets as a political statement rather than a festive decoration. Furthermore, she pointed out that there are too many handicapped parking spaces that warrant a review and possible removal. Ms. Popowich emphasized that elections have consequences and urged the Council to start taking tangible actions to address community needs. She highlighted a broken promise from the City regarding a donation to the little pantry, stating that the commitment was never fulfilled. Lastly, she indicated her intention to reach out to the ACLU, believing that the Council may be circumventing the sunshine law.

Gary Perino, 491 Mt. Prospect Ave., took the opportunity to remind the Council of the importance of civility and goodwill during this festive time. He announced that the Traffic Safety Committee sent a letter to Senator McKeon outlining several pressing traffic safety issues that have lingered unresolved for far too long. He announced that Mt. Prospect Avenue is currently being excavated for sewer work. Mr. Perino spoke about frustrating traffic jams and increased speeding, during student drop-off and pick-up times at Clifton High School. He asked if there would be curbside pickup for Styrofoam waste during the holiday season. Mr. Perino proposed that we consider utilizing the empty lot on the City Hall property for the Office of Emergency Management. He wished everyone in our community a Merry Christmas and a happy, safe holiday season.

Henry Cholewczyński, 37 Phyllis Place, asked to have an informal conversation with City Manager, Dominick Villano, regarding a new firehouse. He suggested that the Table of Organization for the Fire Department be increased. Mr. Cholewczyński suggested building onto Fire Station #3 rather than building a new firehouse. He stressed the importance of eliminating illegal apartments.

Kim Castellano, 59 Mahar Ave., recently announced a series of significant accomplishments achieved through her initiative, The Power of One. Among these accomplishments is the life-changing effort to help homeless individuals find shelter and get off the streets. Kim expressed her heartfelt gratitude to everyone involved in these initiatives, recognizing that it is through their support and dedication that such transformative changes are possible. As we approach the holiday season, she wished everyone a Merry Christmas, encouraging a spirit of generosity and kindness.

December 17, 2024

Faith Webb, 23 Strangeway Terrace, stressed the importance of having better lighting at the train station on Clifton Boulevard.

With no one else wishing to be heard, a Motion was made by Councilman Latona, seconded by Councilman Gibson and passed on roll call vote to close the public session.

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

CITY MANAGER PRIVILEGE/RESPONSE TO RESIDENTS

Donna Popowich – Will look into adding a vegetative waste pick up in January. A second snowflake decoration was ordered.

Gary Perino – Will contact DOT to see if he can get an answer regarding requests that have been lingering too long. Mr. Villano will contact Traffic Division to investigate safety issues in the area of Clifton High School. He stated that for now, Styrofoam can be dropped off at City Hall or the DPW. Mr. Villano assured Mr. Perino that he would bring his suggestion of curbside pickup for Styrofoam to the next Recycling Committee meeting.

Henry Cholewczynski – Agree with suggestion of expansions to current firehouses, increasing Table of Organization of Fire Department and eliminating illegal apartments. Look forward to having a conversation with you regarding these issues.

Kim Castellano – Keep up the good work. You are an asset to the City.

Faith Webb – Will look into improving the lighting at the train station on Clifton Boulevard.

Mr. Villano wished all a Merry Christmas.

COUNCIL PRIVILEGE

Councilwoman Pino

During the recent council meeting, Councilwoman Pino emphasized the importance of ensuring that the Cottage Permit ordinance is reviewed by the Zoning Board of Adjustment prior to its second reading, highlighting the need for due diligence in the ordinance process. She also took a moment to congratulate Deb Rizzi on her appointment as a commissioner for the Passaic Valley Water Commission, recognizing her commitment to public service. Councilwoman Pino expressed her gratitude to Councilman Kolodziej for his extensive years of dedicated service as a commissioner for the water commission, noting the invaluable contributions he has made during his tenure. Additionally, she discussed recent reappointments and new appointments within the Zoning Board, stressing the significance of having qualified individuals in these positions. Pino proudly shared that her youth program has been successful, which she attributed to the hard work of all the organizers dedicated to improving the City. She also reflected on the Mayor's holiday party, describing it as a wonderful event that fostered community spirit. As the meeting concluded, Councilwoman Pino extended her warmest wishes, saying, "Merry Christmas to all".

Councilman D'Amato

During the recent Council meeting, Councilman D'Amato addressed some pressing concerns regarding the conduct of the Council and the impact on public engagement. He emphasized that the public should not be subjected to unnecessary delays in having their voices heard, particularly if the Council is tardy in concluding its agenda. Councilman D'Amato also called for an end to the bickering between Councilmembers. He spoke about the recent drone sightings in the area, urging the government to investigate further for public safety. He also inquired about the status of efforts to address third river flooding and the installation of flood barriers. Councilman D'Amato sought clarification on the fate of properties when the Blue Acres program purchases homes. He extended heartfelt holiday wishes to all.

Councilman Gibson

Councilman Gibson congratulated the Clifton Police Department's Traffic Division on receiving the prestigious AAA award. He highlighted the recent Candyland event as a fun and successful gathering. Councilman Gibson also took a moment to recognize the hard work of the Veterans Day Committee for their dedication in honoring those who have served, as well as the efforts of the Avenue of Flags, Clifton Cares, The Knights of Columbus and Catholic Charities. He agreed that an extra vegetative waste pick-up is needed. Councilman Gibson pointed out the Mr. Perino has many good suggestions. He continued by addressing the ongoing concerns regarding council bickering. Councilman Gibson underscored the importance of hiring more firefighters to enhance public safety and the necessity of adding a third ambulance. He acknowledged Kim Castellano for her commendable work within the community. As he concluded his remarks, Councilman Gibson extended warm wishes for a happy holiday season to all.

Councilwoman Sadrakula

Councilwoman Sadrakula expressed her concerns regarding the current Council rules and the need for timely meeting progression. She emphasized that the public should not have to wait excessively to speak, particularly when Council business is not being handled promptly. To address this issue, she proposed adding a discussion item to the next meeting to review the Council's rules of order. Additionally, Councilwoman Sadrakula sincerely apologized to Donna Popowich for the extended wait she experienced while waiting to speak. She brought attention to the growing issue of vegetative waste collection and highlighted the need for extra pickup services. Councilwoman Sadrakula also mentioned that the state of Chelsea Road, currently dug up, has become a significant inconvenience. Furthermore, she addressed the speeding concerns on Hepburn Road and advocated for lighted street signs to improve safety. In line with enhancing outdoor lighting, she mentioned PSE&G's plan to upgrade the lighting infrastructure. Councilwoman Sadrakula referenced the recent sightings of drones over the area and expressed regret that the council did not meet the needs of the Little Pantries project. She suggested that all committee communications with higher authorities should include the council for transparency. Councilwoman Sadrakula also reached out to Henry Cholewczynski, requesting his expert guidance on fire department matters. She urged residents to assist the police department by keeping their outdoor lights on at night. Additionally, she discussed the Blue Acres buyout program and asked for an update on the status of the Third River project. Councilwoman Sadrakula expressed her gratitude to Kim Castellano and the Power of One organization for their ongoing efforts. She emphasized the importance of adding the budget discussion to the next agenda, inquired about the Santa Parade map's readiness, and praised the recent Candyland and Christmas celebrations. Finally, she reminded everyone that the Christmas Committee is seeking input from residents and concluded with warm wishes for happy holidays.

Councilman Latona

Councilman Latona addressed local news and events that are of significant interest to the community. He discussed the ongoing developments regarding permit parking, a measure that aims to facilitate better parking management in our neighborhoods. He also highlighted plans to increase the fire department's table of organization, which is essential for ensuring that our first responders are adequately supported and equipped to handle emergencies effectively. Councilman Latona expressed a desire to foster a more interactive dialogue between council members and the public, encouraging open communication and collaboration to address community concerns. Additionally, he informed residents that excavation work on Mt. Prospect Avenue is underway to facilitate the installation of new sewer systems, a vital infrastructure improvement for the area. As the holiday season approaches, he extends warm wishes to all, hoping everyone enjoys a happy and safe holiday period.

Councilman Kolodziej

Councilman Kolodziej addressed several key topics during his remarks regarding the ongoing projects and future goals for the city. He began by highlighting the importance of the Dedication by Rider for the Building Department, explaining how it plays a critical role in helping to retain funds. He then shared Donna Popowich's suggestion for the council to hold meetings every

December 17, 2024

Tuesday, one for public discourse and the other strictly for city business. However, Councilman Kolodziej expressed concerns about this approach, clarifying that if the council conducts a public meeting, it legally permits public input at all meetings. He cautioned that having separate business-focused meetings without public participation could potentially violate the Sunshine Law. Councilman Kolodziej also provided an update on various initiatives within the city, noting that the increase in police staffing will soon come to fruition. He mentioned plans to enhance the Department of Public Works (DPW) to be proactive in service delivery. He indicated that the sewer fund is projected to operate at a loss this year and the underfunding of new and vacant positions in the last budget—compounded by rising costs associated with garbage collection, pensions, and insurance, budgeting for an anticipated increase in the Police Benevolent Association (PBA) contract and the onboarding of additional firefighters will increase the 2025 budget. To attract high-quality candidates, he emphasized the need to adjust supervisors' salaries to align with market standards. In terms of recreational initiatives, he suggested utilizing Surgent Park for nighttime activities, as the field is adequately illuminated. Looking toward the future, Councilman Kolodziej shared his goals for 2025, including further increasing police personnel, reorganizing the Recreation Department, Building Department, and Fire Department, as well as expanding the DPW staff. Among other proposals, he encouraged consideration of relocating the Hamilton House Museum to the City Hall grounds and constructing a parking garage in Botany Village. He also advocated for budgeting for brighter street lighting to enhance public safety. In closing, he extended warm holiday wishes to all.

Mayor Grabowski

Mayor Grabowski recently announced his intention to reach out to Senator McKeon regarding the status of the traffic safety request for Passaic Avenue. In light of a recent comment from a member of the public suggesting that the council does not care or do enough to assist those in need, Mayor Grabowski expressed mild offense, emphasizing the dedication and countless efforts he invests in the betterment of the city. He remarked that he is involved in many projects to help the residents of Clifton but doesn't need thanks or accolades; the feeling of giving is enough. As the holiday season approaches, Mayor Grabowski remains focused on serving the community and wishing everyone a happy and safe holiday season.

CITY MANAGER RESPONSE TO COUNCIL

Council D'Amato - Army Corp of Engineers timeline for answer on aid for Third River Flooding, they have not responded and stated that help from Council to contact anyone they know would be helpful.

Councilman D'Amato – City Manager, Dominick Villano, invited him to the Third River area and show you why the flood barriers are installed the way they are.

Councilman D'Amato – When Blue Acres buys out a home, they enter into a Memorandum of Understanding with the homeowner, then the building is knocked down and the City maintains the property. He stated he does not have a timeline for buyouts, it is up to the homeowner.

Councilwoman Sadrakula – The paving of Chelsea Road was delayed until all the underground work is complete.

Councilwoman Sadrakula – City Manager, Dominick Villano, recently attended a meeting regarding the increase in Drone sightings and there was not answers from the Federal Government.

Councilwoman Sadrakula – An application will be available shortly to track the Santa Parade on Christmas Eve.

RESOLUTIONS VOTED ON SEPERATELY

A Motion was made by Councilman Kolodziej, seconded by Councilman Latona, and passed on roll call vote to vote of the following Resolutions separately:

(6-1-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, and Mayor Grabowski voted aye. Councilwoman Sadrakula voted nay.

R574-24 Resolution: Approve Claims List Resolution for the January 8, 2025, City Council Meeting

**RESOLUTION
TO APPROVE
Claims to be paid the meeting of December 17th, 2024
Meeting of December 17th, 2024**

Resolved that all claims on the attached sheets are approved as reasonable and proper claims against the City of Clifton.

Current Fund	\$	11,558,493.50
Grant Fund	\$	150,301.97
General Capital Fund	\$	465,433.08
Sewer Utility -Operating	\$	147,123.75
Sewer Utility-Capital	\$	58,277.72
Developers Escrow	\$	12,082.65
Dog Trust	\$	4,599.82
Revolving Loan Fund	\$	-
Police Extra Duty	\$	441,314.75
Trust Other	\$	174,799.27
Section 8 Public Housing	\$	285,417.19
Reserve for Housing	\$	-
Community Development	\$	52,672.59
Payroll Agency	\$	-
Tax Title Lien Redemption	\$	-
Affordable Housing	\$	-
Self Insurance	\$	1,296,269.01
Fire Dedicated Penalties	\$	9,800.00
Revolving Loan Fund	\$	-
Tax Title Lien Redemption	\$	-
Unemployment Trust Fund	\$	-
Library	\$	436,211.68
General Liability Trust	\$	113,822.51
Workers Compensation Trust	\$	16,797.19
Trust Escrow	\$	-
Reserve for Housing	\$	-
Federal DOJ Forfeiture	\$	-
TOTAL CLAIMS	\$	15,223,416.68

R577-24 Resolution Awarding the Contract for the Marketing of Class D Recyclable Materials to New Tech Recycling

**RESOLUTION AWARDING THE CONTRACT FOR THE MARKETING OF CLASS
D RECYCLABLE MATERIALS TO NEWTECH RECYCLING**

WHEREAS, in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the

December 17, 2024

City of Clifton issued a Request for Proposals (RFP) to solicit competitive proposals for the marketing of Class D Recyclable Materials; and

WHEREAS, sealed proposals were due on October 31, 2024, and three (3) proposals were received from the following vendors:

Newtech Recycling – 600 Appor Drive, Somerset, NJ 08873

EACR – 190 Rutgers University Blvd Suite 103, Lakewood, NJ 08701

MRM – 5775 Wayzata Boulevard, Suite 700, Minneapolis, MN 55416

WHEREAS, the City of Clifton seeks to implement a collection program for Used Consumer Electronics (UCE) to achieve the maximum degree of recycling and reuse, while ensuring the proper, legal, and safe disposal of UCE unsuitable for disposal in the municipal solid waste stream; and

WHEREAS, the Evaluation Committee, consisting of the following individuals, reviewed the proposals and ranked them based on the criteria of technical competence, management, and cost:

Dominick Villano, City Manager

Jason VanWinkle, Director of Public Works

Joseph Kunz, Chief Financial Officer

Amisha Jariwala, Qualified Purchasing Agent

Andrew Oddo, First Assistant Municipal Attorney

WHEREAS, the Evaluation Committee scored the proposals as follows:

Evaluator	Newtech Recycling	EACR	MRM
Dominick Villano, City Manager	94.50	77.50	60.50
Jason VanWinkle, Director of Public Works	100	80	60
Joseph Kunz, Chief Financial Officer	100	78.50	38.50
Amisha Jariwala, Qualified Purchasing Agent	100	68	38.50
Andrew Oddo, First Assistant Municipal Attorney	94.50	77.50	60.50

Total Scores:

- **Newtech Recycling:** 489.50
- **EACR:** 381.50
- **MRM:** 197.00
-

WHEREAS, the Evaluation Committee has determined that the proposal from **Newtech Recycling** is the most advantageous, taking into consideration price, technical competence, management capabilities, and overall value to the City of Clifton; and

WHEREAS, the Evaluation Committee recommends awarding the contract for the marketing of Class D Recyclable Materials to **Newtech Recycling** for a term of three (3) years, with an option for two (2) one-year extensions; and

WHEREAS, the term of the contract shall begin on **January 1, 2025**, and end on **December 31, 2027**, with optional extensions for years **2028** and **2029**; and

WHEREAS, Newtech Recycling will make quarterly payments to the City of Clifton throughout the term of the contract.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Clifton, County of Passaic, State of New Jersey, that the contract for the **Marketing of Class D Recyclable Materials** is hereby awarded to **Newtech Recycling**, 600 Appor Drive, Somerset, NJ 08873, for a term of three (3) years, beginning on January 1, 2025, and ending on December 31, 2027, with the option for two (2) one-year extensions; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute the necessary contract documents with Newtech Recycling, in accordance with the terms and conditions outlined in the Request for Proposals, and in compliance with all applicable laws, regulations, and policies; and

BE IT FURTHER RESOLVED, that the City Council hereby authorizes quarterly payments to be made by Newtech Recycling to the City of Clifton in accordance with the contract terms; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon adoption.

R578-24 Resolution Authorizing Purchase of Regular Unleaded Gasoline off the NJ State Contract Purchasing Program Pursuant to N.J.S.A. 40A:11-12a

**RESOLUTION AUTHORIZING PURCHASE OF REGULAR UNLEADED
GASOLINE OFF THE NJ STATE CONTRACT PURCHASING PROGRAM
PURSUANT TO N.J.S.A. 40A:11-12a**

WHEREAS, the City of Clifton has a need to purchase regular unleaded gasoline for its vehicles; and

WHEREAS, Rachles Michele Oil Company, 116 Kuller Road, Clifton, NJ 07011 has been awarded the NJ State Contract No. 19-FLEET-00973 at a markup of \$0.0716 for both City Hall and the Department of Public Works; and

WHEREAS, NJ State Contract 19-FLEET-00973 has been awarded to Rachles Michele Oil Company for a term of November 1, 20 to October 31, 2025; and

WHEREAS, pursuant to said Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the Municipal Council wishes to authorize the aforesaid mentioned purchases and delegate the power to make the same to the following named official: Amisha J. Jariwala, Purchasing Agent upon the terms and conditions hereafter stated; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Council do hereby approve and authorize the aforementioned purchase above from Rachles Michele Oil Company, 116 Kuller Road, Clifton, NJ 07011, as-needed off the New Jersey State Contract No. 19-FLEET-00973, at a cost not to exceed \$500,000 per year, through December 2025 pursuant to the above New Jersey State contract.

R579-24 Resolution Authorizing Purchasing of Regular Ultra Low Sulphur Diesel off the Somerset County Cooperative Pricing System #CC-0036-23 Pursuant to N.J.S.A. 40A:11-1 et seq.

**RESOLUTION AUTHORIZING PURCHASE OF REGULAR ULTRA LOW
SULPHUR DIESEL OFF THE SOMERSET COUNTY COOPERATIVE PRICING
SYSTEM #CC-0036-23 PURSUANT TO N.J.S.A. 40A:11-1 et seq.**

WHEREAS, the City of Clifton has a need to purchase Ultra Low Sulphur Diesel for its vehicles; and

WHEREAS, the City is an active member of the Somerset County Cooperative Pricing System; and

WHEREAS, National Fuel Oil Inc., 175 Orange Street, Newark, NJ 07103, was awarded Somerset County Cooperative Pricing System Contract (#CC-0036-23) for Red-Dyed #2 Ultra Low Sulfur Diesel, and Red-Dyed Winter Blend Diesel for two (2) years through to October 22,

December 17, 2024

2025, at a markup of \$0.0869 and \$0.0869 respectively, for Somerset County cooperative members; and

WHEREAS, pursuant to said Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the Municipal Council wishes to authorize the aforesaid mentioned purchases and delegate the power to make the same to the following named official: **Amisha J. Jariwala, Purchasing Agent** upon the terms and conditions hereafter stated; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Council do hereby approve and authorize the aforementioned purchase above from National Fuel Oil Inc., 175 Orange Street, Newark, NJ 07103, as-needed off the Somerset County Cooperative Pricing System Contract (#CC-0036-23), for a total as-needed not to exceed amount of \$500,000 for the term January 1, 2025 through December 31, 2025.

R585-24 Resolution Authorizing Purchase of Office Furniture for Building Department off the NJ State Contract Purchasing Program

**RESOLUTION AUTHORIZING PURCHASE OF OFFICE FURNITURE FOR
BUILDING DEPARTMENT OFF THE NJ STATE CONTRACT
PURCHASING PROGRAM PURSUANT TO N.J.S.A. 40A:11-12a**

WHEREAS, the City of Clifton Building Department has requested to purchase Office Furniture to remodel the office according to Office requirements; and

WHEREAS, Affordable Interior Systems 25 Tucker Dr. Leominster MA 01453 and Atlas Desk(subcontractor), has been assigned NJ State Contract No. 19-FOOD-00876 - Furniture, Office, Lounge and Systems - Statewide; and,

WHEREAS, pursuant to said Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the Municipal Council wishes to authorize the aforesaid mentioned purchases and delegate the power to make the same to the following named official: **Amisha J. Jariwala, Purchasing Agent** upon the terms and conditions hereafter stated; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Council do hereby approve and authorize the purchase above from Affordable Interior Systems 25 Tucker Dr. Leominster MA 01453 and Atlas Desk (subcontractor), off the New Jersey State Contract No. 19-FOOD-00876, at a cost not to exceed \$51,214.84.

R588-24 Resolution Appointing Telep Towing, Inc. as an Official Tower Under Chapter 425, Article I of the Code of the City of Clifton

**RESOLUTION APPOINTING TELEP TOWING, INC. AS AN OFFICIAL TOWER
UNDER CHAPTER 425, ARTICLE I OF THE CODE OF THE CITY OF CLIFTON**

WHEREAS, pursuant to Article I of Chapter 425 of the Code of the City of Clifton, the Municipal Council shall appoint persons or entities engaged in the business of furnishing adequate and proper wrecking, towing, storage and emergency repair services to motor vehicles

within the limits of the City, with the exception of motor vehicles on toll roads, when requested to do so by the City who meet all the requirements as set forth in Chapter 425 of the Code of the City of Clifton to qualify as an Official Tower on an annual basis; and

WHEREAS, Telep Towing, Inc. has adequately met the standards set forth in Chapter 425 of the Code of the City of Clifton to be appointed as an Official Tower;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, that Telep Towing, Inc., 574 Van Houten Avenue, Clifton, New Jersey 07013, is hereby appointed as an Official Tower of the City of Clifton for the period covering July 1, 2024 through February 28, 2025; and

BE IT FURTHER RESOLVED, that said Official Tower shall serve at the pleasure of the Mayor and Municipal Council and shall comply with all applicable city ordinances, State statutes and Administrative Code regulations dealing with towers; and

BE IT FURTHER RESOLVED, that the annual reporting of the list of Official Towers shall be available for inspection in the Office of the City Clerk by any member of the general public upon request.

R589-24 Resolution Appointing Nicolette Auto Body Works, Inc. as an Official Tower Under Chapter 425, Article I of the Code of the City of Clifton

RESOLUTION APPOINTING NICOLETTE AUTO BODY WORKS, INC. AS AN OFFICIAL TOWER UNDER CHAPTER 425, ARTICLE I OF THE CODE OF THE CITY OF CLIFTON

WHEREAS, pursuant to Article I of Chapter 425 of the Code of the City of Clifton, the Municipal Council shall appoint persons or entities engaged in the business of furnishing adequate and proper wrecking, towing, storage and emergency repair services to motor vehicles within the limits of the City, with the exception of motor vehicles on toll roads, when requested to do so by the City who meet all the requirements as set forth in Chapter 425 of the Code of the City of Clifton to qualify as an Official Tower on an annual basis; and

WHEREAS, Nicolette Auto Body Works, Inc. has adequately met the standards set forth in Chapter 425 of the Code of the City of Clifton to be appointed as an Official Tower;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, that Nicolette Auto Body Works, Inc., 618 Lexington Avenue, Clifton, New Jersey 07011, is hereby appointed as an Official Tower of the City of Clifton for the period covering July 1, 2024 through February 28, 2025; and

BE IT FURTHER RESOLVED, that said Official Tower shall serve at the pleasure of the Mayor and Municipal Council and shall comply with all applicable city ordinances, State statutes and Administrative Code regulations dealing with towers; and

BE IT FURTHER RESOLVED, that the annual reporting of the list of Official Towers shall be available for inspection in the Office of the City Clerk by any member of the general public upon request.

R590-24 Resolution Appointing Essex County Recovery Bureau, Inc. as an Official Tower Under Chapter 425, Article I of the Code of the City of Clifton

RESOLUTION APPOINTING ESSEX COUNTY RECOVERY BUREAU, INC. AS AN OFFICIAL TOWER UNDER CHAPTER 425, ARTICLE I OF THE CODE OF THE CITY OF CLIFTON

WHEREAS, pursuant to Article I of Chapter 425 of the Code of the City of Clifton, the Municipal Council shall appoint persons or entities engaged in the business of furnishing adequate and proper wrecking, towing, storage and emergency repair services to motor vehicles within the limits of the City, with the exception of motor vehicles on toll roads, when requested to do so by the City who meet all the requirements as set forth in Chapter 425 of the Code of the City of Clifton to qualify as an Official Tower on an annual basis; and

WHEREAS, Essex County Recovery Bureau, Inc. has adequately met the standards set forth in

December 17, 2024

Chapter 425 of the Code of the City of Clifton to be appointed as an Official Tower;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, that Essex County Recovery Bureau, Inc., 65 Clifton Boulevard, Clifton, New Jersey 07011, is hereby appointed as an Official Tower of the City of Clifton for the period covering July 1, 2024 through February 28, 2025; and

BE IT FURTHER RESOLVED, that said Official Tower shall serve at the pleasure of the Mayor and Municipal Council and shall comply with all applicable city ordinances, State statutes and Administrative Code regulations dealing with towers; and

BE IT FURTHER RESOLVED, that the annual reporting of the list of Official Towers shall be available for inspection in the Office of the City Clerk by any member of the general public upon request.

R591-24 Resolution Appointing S&S Shell, Inc. d/b/a Anthony's Towing, as an Official Tower Under Chapter 425, Article I of the Code of the City of Clifton

RESOLUTION APPOINTING S&S SHELL, INC. D/B/A ANTHONY'S TOWING AS AN OFFICIAL TOWER UNDER CHAPTER 425, ARTICLE I OF THE CODE OF THE CITY OF CLIFTON

WHEREAS, pursuant to Article I of Chapter 425 of the Code of the City of Clifton, the Municipal Council shall appoint persons or entities engaged in the business of furnishing adequate and proper wrecking, towing, storage and emergency repair services to motor vehicles within the limits of the City, with the exception of motor vehicles on toll roads, when requested to do so by the City who meet all the requirements as set forth in Chapter 425 of the Code of the City of Clifton to qualify as an Official Tower on an annual basis; and

WHEREAS, S&S Shell, Inc. d/b/a Anthony's Towing has adequately met the standards set forth in Chapter 425 of the Code of the City of Clifton to be appointed as an Official Tower;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, that S&S Shell, Inc. d/b/a Anthony's Towing, 793 Van Houten Avenue, Clifton, New Jersey 07013, is hereby appointed as an Official Tower of the City of Clifton effective September 25, 2024 through February 28, 2025; and

BE IT FURTHER RESOLVED, that said Official Tower shall serve at the pleasure of the Mayor and Municipal Council and shall comply with all applicable city ordinances, State statutes and Administrative Code regulations dealing with towers; and

BE IT FURTHER RESOLVED, that the annual reporting of the list of Official Towers shall be available for inspection in the Office of the City Clerk by any member of the general public upon request.

R592-24 Resolution Authorizing Group Insurance Coverages and Administration for City of Clifton Employees and Retirees (2025)

RESOLUTION AUTHORIZING GROUP INSURANCE COVERAGES AND ADMINISTRATION FOR CITY OF CLIFTON EMPLOYEES AND RETIREES (2025)

BE IT RESOLVED, that pursuant to the recommendation of the Clifton Insurance Committee, and based upon the Standard Certification Declaration for an Extraordinary Unspecifiable Service of the City Manager which is attached hereto and incorporated herein by reference, the Mayor and Municipal Council of the City of Clifton hereby authorize the following provider of insurance coverage and administration for the period beginning January 1, 2025 and ending December 31, 2025 for administration of Major Medical Claims, for the reason that this provider has offered the best and most cost effective services for the City of Clifton:

Horizon Blue Cross and Blue Shield of NJ, Inc.
3 Penn Plaza, Newark, New Jersey 07101
Administrator for Major Medical Claims

The subject matter falls within the exception provisions of *N.J.S.A. 40A:11-5 et seq.* and *N.J.A.C. 5:34-2.3(B) et seq.* and may be awarded without public advertising for bids and bidding therefor.

BE IT FURTHER RESOLVED, that the original of this resolution be placed on file and made available for public inspection at the Office of the City Clerk of the City of Clifton; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute any and all required documents in connection with this matter on behalf of the City of Clifton; and

BE IT FURTHER RESOLVED, that the following short notice be printed once in a legal newspaper of the City of Clifton:

CITY OF CLIFTON

The City of Clifton has authorized the provision of insurance coverage pursuant to the exception provisions of *N.J.S.A. 40:11-5(1)(a)(ii)* and (m) and *N.J.A.C. 5:34-2.3(B)*. The contract and authorizing resolution are available for public inspection in the Office of the City Clerk.

R593-24 Resolution Authorizing Medical Stop-Loss Insurance Coverage for 2025

**RESOLUTION AUTHORIZING MEDICAL STOP-LOSS INSURANCE COVERAGE
FOR 2025**

BE IT RESOLVED, that pursuant to the recommendation of the Clifton Insurance Committee, and based upon the Standard Certification Declaration for an Extraordinary Unspecifiable Service of the City Manager which is attached hereto and incorporated herein by reference, the Mayor and Municipal Council of the City of Clifton hereby authorize the following provider of insurance coverage and administration for the period beginning January 1, 2025 and ending December 31, 2025 for Stop Loss Insurance Coverage for Claims, for the reason that this provider has offered the best and most cost effective services for the City of Clifton:

Symetra Financial

777 108th Avenue NE, Suite 1200

Bellevue, WA 98004 - 5135

The subject matter falls within the exception provisions of *N.J.S.A. 40A:11-5 et seq.* and *N.J.A.C. 5:34-2.3(B) et seq.* and may be awarded without public advertising for bids and bidding therefor.

BE IT FURTHER RESOLVED, that the original of this resolution be placed on file and made available for public inspection at the Office of the City Clerk of the City of Clifton; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute any and all required documents in connection with this matter on behalf of the City of Clifton; and

BE IT FURTHER RESOLVED, that the following short notice be printed once in a legal newspaper of the City of Clifton:

CITY OF CLIFTON

The City of Clifton has authorized the provision of insurance coverage pursuant to the exception provisions of *N.J.S.A. 40:11-5(1)(a)(ii)* and (m) and *N.J.A.C. 5:34-2.3(B)*. The contract and authorizing resolution are available for public inspection in the Office of the City Clerk.

December 17, 2024

Awarded to: Symetra Financial
Services: Stop Loss Insurance Coverage for Claims Related to the City's Medical Insurance Program (Specific and Aggregate)
Estimated Cost: \$3,240,860.00
(Estimated cost based on the number of eligible employees and retirees)
Term: January 1, 2025 through December 31, 2025

R594-24 Resolution Authorizing Provision of Various Public Entity Insurance Coverages Including General Liability, Property, Equipment and Boilers, General, Employment Practices Liability, Auto Liability and Physical Damage, Commercial Crime, Flood, Earthquake, Terrorism, Excess Workers' Compensation, Environmental Impairment

RESOLUTION AUTHORIZING PROVISION OF VARIOUS PUBLIC ENTITY INSURANCE COVERAGES INCLUDING GENERAL LIABILITY, PROPERTY, EQUIPMENT AND BOILERS, GENERAL, EMPLOYMENT PRACTICES LIABILITY, AUTO LIABILITY AND PHYSICAL DAMAGE, COMMERCIAL CRIME, FLOOD, EARTHQUAKE, TERRORISM, EXCESS WORKERS' COMPENSATION, ENVIRONMENTAL IMPAIRMENT

BE IT RESOLVED, that, pursuant to the recommendation of the Clifton Insurance Committee, and based upon the Standard Certification Declaration for an Extraordinary Unspecifiable Service of the City Manager, which is attached hereto and incorporated herein by reference, the Mayor and Municipal Council of the City of Clifton hereby authorize the provision of insurance coverage for the City of Clifton with Safety National Insurance Corp., Safety National Casualty Corporation, Chubb Insurance Co., Selective Insurance Company and General Star Indemnity as negotiated by the City's Broker of Record, Polaris Galaxy Insurance, LLC, for the period beginning January 1, 2025 and ending December 31, 2025; and

BE IT FURTHER RESOLVED, that the following short notice be printed once in a legal newspaper of the City of Clifton:

CITY OF CLIFTON

The City of Clifton has authorized the provision of insurance coverage without competitive bidding as an extraordinary unspecifiable service pursuant to *N.J.S.A. 40:11-5(1)(a)(ii)* and (m) and *N.J.A.C. 5:34-2.3(B)*. The contract and authorizing resolution are available for public inspection in the Office of the City Clerk.

Awarded to: Safety National Insurance Corp.
Services: Various Liability Insurance Coverages
Cost: \$643,662.00
SIR: \$1,000,000.00
Corridor: \$1,000,000.00
Term: 1/1/25 - 12/31/25

Awarded to: Safety National Insurance Corp.
Services: Terrorist Risk Insurance (TRI) & Excess TRI
Cost: \$8,254.00
Term: 1/1/25 - 12/31/25

Awarded to: Safety National Casualty Corporation
Services: Excess Workers' Compensation Insurance
Cost: \$177,833.00 (\$750,000 retention)
Term: 1/1/25 - 12/31/25

Awarded to: Chubb Insurance Co.
Services: Environmental Impairment Insurance
Cost: \$43,815.00

Term: 1/1/25- 12/31/25

Awarded to: Selective Insurance Company
Services: Property, Auto Physical Damage & Inland Marine Insurance Coverages
Cost: \$699,610.00
Term: 1/1/25 - 12/31/25

Awarded to: General Star Indemnity
Services: Excess Liability \$5M over \$5M
Cost: \$458,750.00
Term: 1/1/25 - 12/31/25

R600-24 Resolution for Reappointment of Members to the Board of Recreation

**RESOLUTION FOR REAPPOINTMENT OF
MEMBERS TO THE BOARD OF RECREATION**

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a reappointment form from the secretary of the Board of Recreation recommending reappointment of members of the Board of Recreation; and

WHEREAS, said members' term expires on December 31, 2024; and

WHEREAS, these members are being reappointed to said committee for a term of three years commencing January 1, 2025 through December 31, 2027;

Thomas Mullin 1/1/25-12/31/27
Susan Zwiazek 1/1/25-12/31/27

WHEREAS, John Pogorelec and Joe Gaccione do not wish to continue on said Board leaving vacancies;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, County of Passaic, State of New Jersey that Frank Kasper, currently Alternate #2, be appointed to fill the unexpired member term of Joe Gaccione for a term expiring on December 31, 2025; and

BE IT FURTHER RESOLVED, that Muhammad Mustafa, currently Alternate #3, be appointed to the member position for a three-year term commencing on January 1, 2025 through December 31, 2027.

A Motion was made by Councilman Kolodziej, seconded by Councilman Latona and passed on roll call to vote on the following Resolution separately:

(5-2-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilwoman Pino and Mayor Grabowski voted aye. Councilman D'Amato and Councilwoman Sadrakula voted nay.

R575-24 Resolution - Dedication By Rider for Uniform Construction Code Fees

**A RESOLUTION REQUESTING PERMISSION FOR
THE DEDICATION BY RIDER FOR
UNIFORM CONSTRUCTION CODE FEES**

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

December 17, 2024

WHEREAS, the Division of Local Government Services of the Department of Community Affairs, State of New Jersey, has promulgated regulations for New Jersey Construction Code pursuant to the State Uniform Construction Code Act (Chapter 217, P.L. 1975, as amended), and

WHEREAS, such regulations provide for dedicated Uniform Construction Code revenues to be collected by the city and deposited into a separate revolving fund; and

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from the Uniform Construction Code Fees in our Trust Fund and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirements:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council, of the City of Clifton, County of Passaic, State of New Jersey as follows (passage requires passage by a majority of the full membership (4)):

1. The City Council does hereby request permission of the Director of the Local Government Services to establish a "Dedication by Rider" for the sole purpose of the Uniform Construction Code Fees under N.J.S.A. 40A:4-39
2. The City Clerk of the City of Clifton, County of Passaic, State of New Jersey is hereby directed to forward two certified copies of this resolution, with the votes indicated, to the Director of the Division Local Government Services for approval.
3. The City Clerk of the City of Clifton provides the Construction Official of the City of Clifton with a certified copy of this resolution.

Roll Call:	Councilman D'Amato	Nay
	Councilman Gibson	Aye
	Councilman Kolodziej	Aye
	Councilman Latona	Aye
	Councilwoman Pino	Aye
	Councilwoman Sadrakula	Nay
	Mayor Grabowski	Aye

RESOLUTIONS

A Motion was made by Councilman Kolodziej, seconded by Councilman D'Amato and passed on roll call vote to move the group.

(7-0-0-0) Councilman Gibson, Councilman Kolodziej, Councilman Latona, Councilman D'Amato, Councilwoman Pino, Councilwoman Sadrakula and Mayor Grabowski voted aye.

R576-24 Resolution - 2024 Budget Transfer Resolution - Municipal Budget

RESOLUTION TO TRANSFER 2024 BUDGET APPROPRIATIONS CURRENT FUND

WHEREAS, transfers between budget appropriations are permitted by N.J.S.A. 40A:4-58 during the last two months of the fiscal year; and

WHEREAS, certain 2024 Municipal Budget Appropriations are expected to be insufficient to meet the expenditure requirements through the end of the fiscal year, and certain 2024 budget appropriations are expected to have funds available to offset these expenditure requirements;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Clifton, County of Passaic, State of New Jersey, (not less than two-thirds thereof affirmatively concurring) that the transfers as listed between 2024 Municipal Budget Appropriations be made in the Current Fund:

<u>Department</u>	<u>Account Number</u>	<u>Amount – From:</u>	<u>Amount – To:</u>
City Clerk OE	01-201-20-120-503		\$ 20,000.00
Economic Development OE	01-201-20-170-320	\$ 20,000.00	
Telephone OE	01-201-31-440-268		\$ 10,000.00
Police Dept – OE	01-201-25-240-225		\$ 15,000.00
Construction Code – OE	01-201-21-195-226		\$ 1,500.00
Condo Service Act OE	01-201-26-325-504		\$ 55,000.00
Audit Expense – OE	01-201-20-135-334	\$ 5,000.00	
Tax Assessor – OE	01-201-20-145-263	\$ 15,000.00	
Legal Dept – OE	01-201-20-155-263	\$ 10,000.00	
Engineering – OE	01-201-20-165-328	\$ 20,000.00	
Roads Dept – OE	01-201-26-292-503	\$ 20,000.00	
Shade Tree – OE	01-201-28-300-503	\$ 5,000.00	
Fuel – Gasoline – OE	01-201-31-461-221	\$ 6,500.00	
Total Transfer Amount:		<u>\$ 101,500.00</u>	<u>\$ 101,500.00</u>

R580-24 Resolution Authorizing Purchase of One (1) Grind Lazer Scarifier Equipment and One (1) Lazervac 550 Gas Vacuum from the Sherwin Williams Company, Inc. off the ESCNJ Cooperative Contract #23/24-16 Pursuant to N.J.S.A. 40A:11-1 et seq.

**RESOLUTION AUTHORIZING PURCHASE OF ONE (1) GRIND LAZER
SCARIFIER EQUIPMENT AND ONE (1) LAZERVAC 550 GAS VACUUM FROM
THE SHERWIN WILLIAMS COMPANY, INC OFF THE ESCNJ COOPERATIVE
CONTRACT # 23/24-16 PURSUANT TO N.J.S.A. 40A:11-1 ET SEQ.**

WHEREAS, the City of Clifton Recreation Department has a need to purchase Concrete Scarifying Equipment, off of the ESCNJ Cooperative Contract # 23/24-16, from The Sherwin

Williams Company, Inc for the DPW, which is available off of ESCNJ Cooperative Contract # 23/24-16; and

WHEREAS, the City is a member of the Educational Services Commission of New Jersey (ESCNJ), from which the above contract was awarded for a bid term of February 24,2024 through February 23,2026; and

WHEREAS, this procurement request is made in accordance with N.J.S.A 40A:11-1 *et seq.*, via ESCNJ Cooperative Contract # 23/24-16, which expires February 23,2026; and

WHEREAS, The Sherwin Williams Co located at 1067 Bloomfield Avenue, Clifton, New Jersey 07012 has been awarded the ESCNJ cooperative contract No. 23/24-16 for a term of February 24, 2024 through February 23, 2026; and

WHEREAS, pursuant to said Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, the Municipal Council wishes to authorize the aforesaid mentioned purchases and delegate the power to make the same to the following named official: **Qualified Purchasing Agent** upon the terms and conditions hereafter stated; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Council do hereby approve and authorize the aforementioned purchase above from The Sherwin Williams Company, located 1067 Bloomfield Avenue, Clifton, New Jersey 07012, in an amount not to exceed \$34,985.00, in accordance with the ESCNJ cooperative contract No. 23/24-16, pursuant to the contract award thereof.

December 17, 2024

R581-24 Resolution Authorizing Purchase of One (1) Toro Grounds Master 5910 Wide Area Lawnmower and One (1) Toro Fieldpro 6040 Baseball Field Groomer off Bergen County Co-Op

**RESOLUTION AUTHORIZING PURCHASE OF ONE (1) TORO
GROUNDS MASTER 5910 WIDE AREA LAWNMOWER AND ONE (1) TORO
FIELDPRO 6040 BASEBALL FIELD GROOMER OFF BERGEN COUNTY CO-OP**

WHEREAS, the Department of Public Works (DPW) has requested that the City procure One (1) Grounds Master 4100-D Wide area Lawnmower and One (1) Toro Z master 6000 series Lawnmower off the Bergen County Co-Op BC-BID-24-10; and

WHEREAS, Storr Tractor Company, Inc. has been awarded a contract under the Catalog/Commercial Grounds Maintenance Equipment and Accessories, via Bergen County Cooperative Bid # 24-10; and

WHEREAS, the above Bergen County cooperative contract provides for the furnishing of (1) One Toro Grounds master 5910 16- foot Wide area Lawnmower and (1) One Toro Field Pro 6040 Baseball Field Groomer, for a not to exceed amount of \$189,520.8; and

WHEREAS, the City is a member of the Bergen County Cooperative, from which the above contract was awarded for a bid term extended through to May 6, 2026; and

WHEREAS, pursuant to said Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq., the Municipal Council wishes to authorize the aforesaid mentioned purchase and delegate the power to make the same to the following named official: Amisha J. Jariwala, Purchasing Agent; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Council do hereby approve and authorize the aforementioned award of contract to Storr Tractor Company, Located at 3191 US 22 Branchburg, NJ 08876, based on the contract period and terms outlined in the above Bergen County Cooperative contract in an amount not to exceed \$189,520.8 for (1) One Toro Grounds master 5910 16- foot Wide area Lawnmower and (1) One Toro Field Pro 6040 Baseball Field Groomer; and

BE IT FURTHER RESOLVED, that no services and/or goods shall commence prior to issuance of a Purchase Order by the Finance Department.

R582-24 Resolution Authorizing Purchase of Line Striping Services off of Morris County Cooperative Pricing Contract #36: Traffic Striping on Roadways, Through December 31, 2025

**RESOLUTION AUTHORIZING PURCHASE OF LINE STRIPING SERVICES
OFF OF MORRIS COUNTY COOPERATIVE PRICING CONTRACT #36:
TRAFFIC STRIPING ON ROADWAYS, THROUGH TO DECEMBER 31, 2025**

WHEREAS, the Department of Public Works has had and continues to have a need for services from Denville Line Painting, Inc. for line striping services; and

WHEREAS, Denville Line Painting, Inc., located at 2 Green Pond Road, Rockaway, New Jersey 07866, was awarded contract number 36 by the Morris County Cooperative (MCCPC) for Traffic Striping on Roadways; and

WHEREAS, the City is a member of the Morris County Cooperative Pricing Council (MCCPC); and

WHEREAS, pursuant to said Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq., the Municipal Council wishes to authorize the aforesaid mentioned purchase and delegate the power to make the same to the following named official: **Amisha J. Jariwala, Purchasing Agent**; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Council to hereby approve and authorize purchasing of Line Striping Services provided by Denville Line Painting, Inc., located at 2 Green Pond Road, Rockaway, New Jersey 07866, based on the contract period and terms outlined in the Morris County Cooperative Pricing Contract number 36, in a not to exceed amount of \$100,000, through to December 31, 2025; and

BE IT FURTHER RESOLVED, that no services and/or goods shall commence prior to issuance of a Purchase Order by the Finance Department.

R583-24 Resolution Authorizing Change Order 2 with Cost Reduction for Resolution 634-22 Entitled "Authorization of the Purchase of Radio Communication Equipment and Accessories off the NJ State Contract Purchasing Program Pursuant to N.J.S.A. 40A:11-12a"

**RESOLUTION AUTHORIZING CHANGE ORDER 2 WITH COST REDUCTION
FOR RESOLUTION 634-22 ENTITLED
"AUTHORIZATION OF THE PURCHASE OF RADIO COMMUNICATION
EQUIPMENT AND ACCESSORIES OF THE NJSTATE CONTRACT PURCHASING
PROGRAM PURSUANT TO N.J.S.A. 40A:11-12A"**

WHEREAS, the Council previously adopted Resolution 634-21 to award a contract to purchase the Radio Communication Equipment and Accessories for City of Clifton Fire Department's Radio Infrastructure Project awarded to Motorola Solutions Inc., located at 5 Paragon Drive, STE 200, Montvale NJ 07645 for the total not to exceed amount of 1,910,000; and

WHEREAS, the contract was amended via resolution 178-24 for additional costs of \$118,895.00 for the Architectural & Engineering Services at all the five sites and to produce the construction drawings and submit the permit applications for the Radio Infrastructure project, which brought the total not to exceed contract amount to \$2,028,895.00; and

WHEREAS, subsequent to award of contract the City was made aware that Motorola will undergo more change orders for the installation of antennas and lines at four critical sites; hence it is feasible for City of Clifton to hire another vendor (ESS) cheaper than Motorola, resulting in

an amendment for the Credit by Motorola in an amount of \$135,949.91 via resolution bringing the total contract amount to \$1,892,945.09 ; and

WHEREAS, the Fire Chief and Captain Laube was made aware that the Motorola could not proceed with the installation of the antenna and lines at critical sites, and as such the vendor has agreed to provide a credit for the cost of \$135,949.91 each, which would reduce the original contract award, resulting in a change order and new total not to exceed amount of \$1,892,945.09; and

WHEREAS, the City therefore requests that the above resolution and contract be revised to reflect a change order with a cost reduction of \$135,949.91; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Clifton that the aforesaid Resolution be and hereby is amended to reflect the change order with a cost reduction of \$135,949.91, and the new total not to exceed amount of \$1,892,945.09.

R584-24 Resolution Authorizing Extension of Contract Award to North Jersey Friendship House for Custodial Cleaning Services Pursuant to N.J.S.A. 40A:11-1, et seq.

**RESOLUTION AUTHORIZING EXTENSION OF CONTRACT AWARD TO
NORTH JERSEY FRIENDSHIP HOUSE,
FOR CUSTODIAL CLEANING SERVICES PURSUANT TO N.J.S.A. 40A: 11-1 ET
SEQ.**

December 17, 2024

WHEREAS, the Council has previously adopted the Resolution No. R144-23 entitled "Resolution Authorizing Award Of Contract To North Jersey Friendship House for Custodial Cleaning Services Pursuant to N.J.S.A. 40A: 11-5 ET SEQ" on March 7,2023; and

WHEREAS, the City has continued need of these custodial cleaning services; and

WHEREAS, the City has the option to extend the current contract for the 2025 Budget year, and the DPW Director has recommended that the Governing Body exercise this option; and

WHEREAS, North Jersey Friendship House, a certified non-profit, sheltered workshop organization, located at 125 Atlantic Street, Hackensack, NJ 07061 has successfully performed under the current contract in year 2023 and 2024; and

NOW THEREFORE BE IT RESOLVED, that the Mayor and Municipal Council hereby approve and authorize the extension of contract to North Jersey Friendship House, 125 Atlantic Street, Hackensack, NJ 07061, for **furnishing Custodial Cleaning Services for the City of Clifton** at \$184,584.00, from January 1,2025 to December 31, 2025, for a total contract amount not to exceed \$184,584.00, and with another two (2) one-year options to extend, in accordance N.J.S.A. 40A:11-1 *et seq.*

R586-24 Resolution Authorizing Award of Contract to Electronic Service Solutions for Installation of Antennas for Radio Infrastructure Project Via Bergen County Cooperative (CK094) Contract

**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO ELECTRONIC
SERVICE SOLUTIONS FOR INSTALLATION OF ANTENNAS FOR RADIO
INFRASTRUCTURE PROJECT VIA
BERGEN COUNTY COOPERATIVE (CK04) CONTRACT**

WHEREAS, the City of Clifton, via Resolution R262-16 authorized participation in the Bergen County Cooperative Pricing System (#CK04-BERGEN); and

WHEREAS, the Fire Department has submitted quotes from Electronic Service Solution (ESS) for the installation of antennas and lines at four critical sites, utilizing the Bergen County Cooperative Purchasing Partners contract #BC-BID-22-35 for Radio Equipment and Maintenance/Repair – Catalog; and

WHEREAS, the total cost of the proposed installation is **\$183,228.80**, broken down as follows:

- **Freeman Hall:** \$67,142.25
- **PD Headquarters:** \$21,369.33
- **Daughters of Miriam:** \$48,846.11
- **ON3:** \$45,871.11

WHEREAS, the proposed purchase order for antenna and line installation will replace the previous Motorola contract, from which the City has received a credit, resulting in a total savings of \$47,278.89 by working directly with ESS and eliminating the middleman; and

WHEREAS, the timely approval of this purchase order is essential to meet the FCC construction deadline of February 2025, and any further delays could jeopardize the City's rights to the UHF frequency needed for this project, which would severely impact public safety communication capabilities; and

WHEREAS, Bergen County contract ##22-35 for Radio Equipment and Maintenance / Repair, was awarded to Electronic Service Solution Inc located at P O BOX 3051, West Caldwell, NJ 07006; and

WHEREAS, the current contract term for the Bergen County contract #22-35 for Radio Equipment and Maintenance / Repair - Catalog - Cooperative expires on October 18,2025; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, State of New Jersey as follows:

1. The award to Electronic Service Solution Inc for the Radio Equipment and Maintenance/Repair is hereby authorized; and
2. The proposal submitted by Electronic Service Solution Inc, for the installation of the antenna at four critical sites, for a total not to exceed amount of \$183,228.80 is hereby awarded; and
3. Regarding Fund Certification, funds are available under the following account number subject to budget adoption.

R587-24 Resolution Authorizing Entry into and Execution of a Maintenance Agreement with the County of Passaic Regarding the Installation of a Solar Powered Radar Sign Along Mt. Prospect Avenue

**RESOLUTION AUTHORIZING ENTRY INTO AND EXECUTION OF A
MAINTENANCE AGREEMENT WITH THE COUNTY OF PASSAIC REGARDING
THE INSTALLATION OF A SOLAR POWERED RADAR SIGN ALONG MOUNT
PROSPECT AVENUE**

WHEREAS, the County of Passaic intends to install a solar powered radar sign along Mount Prospect Avenue between the intersections of St. Andrew's Boulevard and Hemlock Street; and

WHEREAS, the City of Clifton will accept ownership and maintenance responsibilities of the solar powered radar sign after installation is complete; and

WHEREAS, in order to accomplish same, the County of Passaic requires entry into a maintenance agreement, a copy of which is attached hereto and incorporated herein by reference; and

NOW, THEREFORE, BE IT RESOLVED, that authorization is given for entry into and execution of a maintenance agreement with the County of Passaic; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute said agreement on behalf of the City of Clifton.

R595-24 Resolution Awarding Professional Services Contract for Dental Services to Dr. Theodore Constandelis for Assisting the City of Clifton Health Clinic Services for the Term January 1, 2025 Through December 31, 2025

**RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT FOR DENTAL
SERVICES TO DR. THEODORE CONSTANDELIS FOR ASSISTING THE CITY OF
CLIFTON HEALTH DEPARTMENT WITH DENTAL CLINIC SERVICES FOR THE
TERM JANUARY 1, 2025 THROUGH DECEMBER 31, 2025**

WHEREAS, the City of Clifton Health Department requires dental services to assist with the dental clinics; and

WHEREAS, a quote was provided by Dr. Theodore Constandelis to provide said services at a rate of \$140.00 per hour, not to exceed \$8,400.00 for the term, price and other factors considered, was deemed to be most; and

WHEREAS, the subject matter is below the bid threshold and may be awarded without public advertising for bids and bidding therefore under N.J.S.A. 40A:11-5 et seq.; and

WHEREAS, the value of the contract is determined not to exceed \$8,400.00 and the term of the contract is from January 1, 2025 through December 31, 2025; and

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20.5; and

WHEREAS, the Business Entity Disclosure Certification has been received and is incorporated in the contract awarded hereby, along with the Determination of Value; and

December 17, 2024

NOW, THEREFORE, BE IT RESOLVED, that a Professional Services Contract for Dental Services is hereby awarded to Dr. Theodore Constandelis, of 465 Valley Road, Clifton, NJ, for the term commencing January 1, 2024 and ending December 31, 2024 at a fee of \$140.00 per hour, not to exceed \$8,400.00; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton, and that the original of this resolution and the contract above referred to be placed on file and made available for the inspection at the Office of the City Clerk of the City of Clifton.

R596-24 Resolution Awarding Professional Services Contract to Hendricks Appraisal Company, LLC for General Appraisal Services Including Appraisals in Connection with Tax Appeals for 2025

RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT TO HENDRICKS APPRAISAL COMPANY, LLC FOR GENERAL APPRAISAL SERVICES INCLUDING APPRAISALS IN CONNECTION WITH TAX APPEALS FOR 2025

WHEREAS, Hendricks Appraisal Company, LLC has been providing appraisal services for Tax Court and other miscellaneous required appraisal work satisfactory to the City and the City requires renewal of the contract for 2025; and

WHEREAS, the services to be performed are professional services, within the meaning of those terms as used in the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, and, accordingly, a contract may be awarded therefore without public advertising for bids and bidding in accordance with N.J.S.A. 40A:11-5; and

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44-A-20.4 *et seq.*; and

WHEREAS, the estimated combined value of this vendor's contracts may be in excess of \$17,500.00; and

WHEREAS, the Business Entity Disclosure Certification has been received from Hendricks Appraisal Company, LLC and is incorporated in the contract awarded hereby; and

NOW, THEREFORE BE IT RESOLVED, that the professional services contract for general appraisal services in connection with tax appeals and miscellaneous required appraisal work with Hendricks Appraisal Company, LLC of West Orange, New Jersey, is renewed for the year 2025, on the same terms and conditions, not to exceed \$30,000 without the adoption of a supplemental resolution; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk is hereby authorized and directed to execute a contract on behalf of the City of Clifton, and that the original of this resolution award the contract above referred to be placed on file and made available for the inspection at the Office of the City Clerk of the City of Clifton; and

BE IT FURTHER RESOLVED, that no services and/or goods shall commence prior to execution of a contract prepared by the Law Department.

R597-24 Resolution Awarding Professional Services Contract to McNerney & Associates, Inc. for Appraising Services in Connection with Tax Appeals for 2025

RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT TO MCNERNEY & ASSOCIATES, INC. FOR APPRAISING SERVICES IN CONNECTION WITH TAX APPEALS FOR 2025

WHEREAS, McNerney & Associates, Inc. has been providing appraisal services for Tax Court and other miscellaneous required appraisal work satisfactory to the City and the City requires renewal of the contract for 2025; and

WHEREAS, the services to be performed are professional services, within the meaning of those terms as used in the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, and, accordingly, a contract may be awarded therefore without public advertising for bids and bidding in accordance with N.J.S.A. 40A:11-5; and

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44-A-20.4 *et seq.*; and

WHEREAS, the estimated value of the contract may be in excess of \$17,500.00; and

WHEREAS, the Business Entity Disclosure Certification has been received from McNerney and Associates, Inc. and is incorporated in the contract awarded hereby; and

NOW, THEREFORE, BE IT RESOLVED, that a professional services contract for appraising services in connection with tax appeals and other miscellaneous purposes for 2025 is hereby

awarded to McNerney & Associates, Inc. in an amount not to exceed \$10,000 without the adoption of a supplemental resolution; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk is hereby authorized and directed to execute a contract on behalf of the City of Clifton, and that the original of this resolution award the contract above referred to be placed on file and made available for the inspection at the Office of the City Clerk of the City of Clifton; and

BE IT FURTHER RESOLVED, that no services and/or goods shall commence prior to execution of a contract prepared by the Law Department.

R598-24 Resolution Appointing/Reappointing Clifton Representative to the Passaic Valley Water Commission

**RESOLUTION APPOINTING/REAPPOINTING CLIFTON REPRESENTATIVE TO
THE PASSAIC VALLEY WATER COMMISSION**

BE IT RESOLVED, that Deborah Rizzi be and is hereby appointed as the Clifton representative on the Passaic Valley Water Commission, for the term of four (4) years as provided by law, commencing on January 1, 2025.

R599-24 Resolution Reappointing Members of the Clifton Zoning Board of Adjustment

**RESOLUTION APPOINTING/REAPPOINTING MEMBERS OF THE
CLIFTON ZONING BOARD OF ADJUSTMENT**

WHEREAS, Gerard Scorziello, David Braid and Mark Zecchino's terms as Members of the Clifton Zoning Board of Adjustment expires on December 31, 2024;

BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, that Mark Zecchino and David Braid are hereby reappointed as Members of the Zoning Board of Adjustment, for a term of four years, commencing January 1, 2025 through December 31, 2028; and

BE IT FURTHER RESOLVED, that Avraham Eisenman, who currently holds the position of Alternate #1, is hereby appointed as a full member of the Zoning Board of Adjustment commencing January 1, 2025 for a four-year term expiring on December 31, 2028; and

December 17, 2024

BE IT FURTHER RESOLVED, that Grace Robol, who currently holds the position of Alternate #2, is hereby appointed as Alternate #1 of the Zoning Board of Adjustment for a two-year term commencing January 1, 2025 expiring on December 31, 2026; and

BE IT FURTHER RESOLVED, that Noel Perez is hereby appointed as Alternate #1 of the Zoning Board of Adjustment for a two-year term commencing January 1, 2025 expiring on December 31, 2026.

R601-24 Resolution for Appointment to Arts & Sculpture Committee

**RESOLUTION FOR APPOINTMENT TO
ARTS & SCULPTURE COMMITTEE**

BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, that Jennifer Wroblewski is hereby appointed as representative of Montclair State University on the Clifton Arts & Sculpture Committee.

R602-24 Resolution Authorizing Renewal of Limousine License - Danny Limo

RESOLUTION AUTHORIZING RENEWAL OF LIMOUSINE LICENSE

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a Limousine License Renewal Application from Odanis Sarante-Guzman, Danny Limo & Black Car Service, LLC, 115 Starmond Avenue, Clifton, NJ; and

WHEREAS, all paperwork has been completed and all fees have been paid; and

WHEREAS, all inspections have been completed by the Police and Zoning Departments;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey that approval of renewal of Limousine License to Odanis Sarante-Guzman, Danny Limo & Black Car Service, LLC, 115 Starmond Avenue, Clifton, NJ be and is hereby granted.

Company name:

Danny Limo & Black Car Service, LLC

Owner:

Odanis Sarante-Guzman

Approved Operator:

Odanis Sarante-Guzman

Approved Vehicles:

2023 GMC Yukon SUV 1GKS2JKL9PR510471

Approved Parking Location:

115 Starmond Avenue, Clifton, NJ

R603-24 Resolution Authorizing Renewal of Limousine License – AKS

RESOLUTION AUTHORIZING RENEWAL OF LIMOUSINE LICENSE

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a Limousine License Renewal Application from Serguei Akimov owner of AKS Luxury Limo, LLC., 21 Barrister Street, Clifton, NJ; and

WHEREAS, all paperwork has been completed and all fees have been paid; and

WHEREAS, all inspections have been completed by the Police and Zoning Departments;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey that approval of Renewal of Limousine License to Serguei Akimov owner of AKS Luxury Limo, LLC., 21 Barrister Street , Clifton, NJ be and is hereby granted.

Company name:

AKS Luxury Limo, LLC

Owner:

Serguei Akimov

Approved Operator:

Serguei Akimov

Approved Vehicles:

2024 Cadillac XT6 1GYKPCRS4RZ712475

Approved Parking Location:

21 Barrister Street, Clifton, NJ

R604-24 Resolution Authorizing Renewal of Limousine License - Leonardo Cruz Limo

RESOLUTION AUTHORIZING RENEWAL OF LIMOUSINE LICENSE

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a Limousine License Renewal Application from Leonardo Cruz, owner of Leonardo Cruz, LLC, 134 Avondale Avenue, Clifton, NJ; and

WHEREAS, all paperwork has been completed and all fees have been paid; and

WHEREAS, all inspections have been completed by the Police and Zoning Departments;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey that approval of renewal of Limousine License to Leonardo Cruz, owner of Leonardo Cruz, LLC, 134 Avondale Avenue , Clifton, NJ be and is hereby granted.

Company name:

Leonardo Cruz, LLC

Owner:

Leonardo Cruz

Approved Operator:

Leonardo Cruz, LLC

Approved Vehicles:

2021 Chevy Tahoe 1GNSKSKD7MR148928

Approved Parking Location:

134 Avondale Avenue, Clifton, NJ

R605-24 Resolution Authorizing Renewal of Limousine License - Clifton Taxi

RESOLUTION AUTHORIZING RENEWAL OF LIMOUSINE LICENSE

December 17, 2024

WHEREAS, the Mayor and Council of the City of Clifton, county of Passaic, State of New Jersey are in receipt of a Renewal of Limousine License Application from Said Y. Saleh, Clifton Taxi, Limo & Car Service, 76 E. Emerson Street, Clifton, NJ 07013; and

WHEREAS, all paperwork has been completed and all fees have been paid; and

WHEREAS, all inspections have been completed by the Police and Zoning Departments;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey that approval of renewal of a limousine License to Said Y. Saleh, Clifton Taxi, Limo & Car Service, 76 E. Emerson Street, Clifton, NJ 07013 be and is hereby granted.

Company Name

Clifton Taxi, Limo & Car Service

Owner:

Said Y. Saleh

Approved Operator:

Said Y. Saleh

Approved Vehicle:

2021 GMC Yukon 1GKS2GKD4MR357800

Approved Parking Location:

76 Emerson Street, Clifton, NJ 07013

R606-24 Resolution Authorizing New and Used Car Lot License Renewals

**RESOLUTION AUTHORIZING NEW AND USED CAR LOT LICENSE
RENEWALS**

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a New and Used Car Lot License Renewals from the businesses listed below; and

WHEREAS, all paperwork has been completed by the applicant and all fees have been paid; and

WHEREAS, all inspections have been completed by the Zoning, Fire, Health and Police Departments;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Clifton, County of Passaic, and State of New Jersey that approval for the renewal of a New and Used Car Lot Licenses to the businesses listed below be and are hereby granted:

B&M Auto	543 Hazel Street
Clifton Colfax Auto Mall	800 Clifton Avenue
Gensinger	842 Valley Road
Goodfellas Auto Sales	35 Crooks Avenue
Lakeview Auto Corp.	316 Lakeview Avenue
New Trimble	214 Trimble Avenue
Schumacher Chevrolet of Clifton	999 Route 46

R607-24 Resolution of Congratulations Upon Retirement - Public Health Nurse - Pediatrics
- Joanne Hathaway

**RESOLUTION OF CONGRATULATIONS UPON RETIREMENT –
PUBLIC HEALTH NURSE – PEDIATRICS
JOANNE M. HATHAWAY**

WHEREAS, December 1, 2024, Public Health Nurse – Pediatrics, Joanne M. Hathaway, officially retired from her position with the City of Clifton; and

WHEREAS, she was appointed as a Public Health Nurse on July 5, 1994 and her retirement will conclude a thirty-year career in service to the public and the City of Clifton; and

WHEREAS, throughout her career, she has always displayed an attitude of professionalism and dedication to duty; and

WHEREAS, she has been a credit to the City of Clifton during all this time, and this Governing Body wishes to acknowledge her long-time service to the City;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Members of the Municipal Council of the City of Clifton do hereby extend to

**PUBLIC HEALTH NURSE – PEDIATRICS
JOANNE M. HATHAWAY**

their sincere congratulations and thanks for a job well done, as well as their best wishes for continued good health, peace and happiness in her retirement; and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting, and a copy thereof presented to **JOANNE M. HATHAWAY**.

R608-24 Resolution of Congratulations Upon Retirement - Deputy Fire Chief - Craig Hopkins

**RESOLUTION OF CONGRATULATIONS UPON RETIREMENT –
DEPUTY FIRE CHIEF
CRAIG HOPKINS**

WHEREAS, December 1, 2024, Deputy Fire Chief, Craig Hopkins, officially retired from his position with the City of Clifton; and

WHEREAS, he was appointed as a Firefighter on January 3, 1995, and his retirement will conclude a twenty nine-year career in service to the public and the City of Clifton; and

WHEREAS, throughout his career, he has always displayed an attitude of professionalism and dedication to duty; and

WHEREAS, he has been a credit to the City of Clifton during this time, and this Governing Body wishes to acknowledge his service to the City;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Members of the Municipal Council of the City of Clifton do hereby extend to

**DEPUTY FIRE CHIEF
CRAIG HOPKINS**

their sincere congratulations and thanks for a job well done, as well as their best wishes for continued good health, peace and happiness in his retirement; and

December 17, 2024

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting, and a copy thereof presented to **CRAIG HOPKINS**.

R609-24 Resolution to Introduce and Approve 2025 Budget for Downtown Clifton Economic Development Group, Inc. Special Improvement District 12-17-2024

**RESOLUTION TO INTRODUCE AND APPROVE
2025 BUDGET FOR DOWNTOWN
CLIFTON ECONOMIC DEVELOPMENT GROUP, INC.
SPECIAL IMPROVEMENT DISTRICT**

BE IT RESOLVED that the statements of revenues and appropriations attached hereto constitute the Budget for the Downtown Clifton Economic Development Group, Inc. Special Improvement District for the Fiscal Year 2025, as introduced by the Mayor and Municipal Council; and

BE IT FURTHER RESOLVED, that the following notice was published in the Herald and News on October 24, 2024, and that a public hearing on the budget was held on December 3, 2024 at the City of Clifton Municipal Building.

**FISCAL YEAR 2025 BUDGET FOR THE
DOWNTOWN CLIFTON ECONOMIC DEVELOPMENT GROUP, INC.
SPECIAL IMPROVEMENT DISTRICT**

Sponsorships:	\$ 7,000.00	
	SID Assessments:	\$ 116,400.00
	Total Work Plan Budget:	\$ 123,400.00

Notice is hereby given that the 2025 Budget for Downtown Clifton Economic Development Group, Inc., Special Improvement District was approved by the Mayor and Municipal Council of the City of Clifton, County of Passaic on October 15, 2024. A hearing on the 2025 Budget for Downtown Clifton Economic Development Group Special Improvement District was held at Clifton City Hall, 900 Clifton Avenue, Clifton, NJ on December 3, 2024, at 8:00 p.m. at which place and time objections to said 2025 Budget for Downtown Clifton Economic Development Group Special Improvement District may be presented by taxpayers or other interested persons. Copies of the budget are available by email request at: DSidoti@Cliftonnj.org

R610-24 Resolution to Introduce 2025 Budget for Clifton's Historic Botany District, Inc. Special Improvement District

**2024 BUDGET FOR CLIFTON'S HISTORIC BOTANY DISTRICT, INC.
SPECIAL IMPROVEMENT DISTRICT**

BE IT RESOLVED, that the attached statements of revenues and appropriations attached hereto constitute the Budget for the Clifton's Historic Botany District, Inc. Special Improvement District, Inc for the Fiscal Year 2025, as introduced by the Mayor and Municipal Council; and

BE IT FURTHER RESOLVED, that the following notice was published in the Herald News on October 25, 2023, and that a hearing on the budget be held on December 17, 2024 at the City of Clifton Municipal Building.

**FISCAL YEAR 2025 BUDGET FOR CLIFTON'S
HISTORIC BOTANY DISTRICT, INC.
SPECIAL IMPROVEMENT DISTRICT**

Income

SID Assessments – Collections	\$104,500
Flea Markets	\$ 5,000
Fund Raisers Concerts	\$ 4,000
Fund Raiser Beefsteak	\$ 7,000
Fund Raisers Christmas Tree Lighting	\$ 5,000
Interest Income	\$ 100
Total Income	\$125,600
CDBG Funding – Security Patrol	\$ 30,000
Expenses: Cleaning Services – Full Time	\$ 52,000
Cleaning Services – Part Time	\$ 30,000
SID Maintenance & Management	\$ 3,500
Events and Flag Program	\$ 22,950
SID Financial Expenses	\$ 9,950
Total Expenses	\$125,600
Security Patrol (CDBG Contribution)	\$30,000

Notice is hereby given that the 2025 Budget for Clifton’s Historic Botany District, Inc., Special Improvement District was approved by the Mayor and Municipal Council of the City of Clifton, County of Passaic on November 6, 2024. A hearing on the 2025 Budget for Clifton’s Historic Botany District, Inc. Special Improvement District was held at Clifton City Hall, 900 Clifton Avenue, Clifton, NJ on December 17, 2024, at 8:00 p.m. at which place and time objections to said 2025 Budget for Clifton’s Historic Botany District, Inc. Special Improvement District may be presented by taxpayers or other interested persons. Copies of the budget are available in the office of the City Clerk at business hours of 8:15 a.m. through 4:15 p.m.

R611-24 Resolution Authorizing the Clifton Public Housing Agency to Utilize the Small Area Fair Market Rent Rule and to Change the Payment Standards for the Section 8 Voucher Program for 2025

RESOLUTION AUTHORIZING THE CLIFTON PUBLIC HOUSING AGENCY TO UTILIZE THE SMALL AREA FAIR MARKET RENT RULE AND TO CHANGE THE PAYMENT STANDARDS FOR THE SECTION 8 VOUCHER PROGRAM

WHEREAS, ON April 6, 1976, the Mayor and Municipal Council of the City of Clifton, pursuant to Section 8 of the United States Housing Act of 1937, as amended, (42 USC 1437 F), adopted a resolution establishing the Clifton Public Housing Agency; and

WHEREAS, the Clifton Public Housing Agency administers the Section 8 Voucher Program and the purpose of this Agency is to make available certain federal funds to aid the housing needs of certain low- and moderate-income citizens of the City of Clifton; and

WHEREAS, the Section 8 Voucher Program has established payment standards used in computation of rental assistance payments; and

WHEREAS, in accordance with U.S. Department of Housing and Urban Development (H.U.D.) regulations, the payment standards should be periodically updated and changed to reflect changes in the H.U.D. published fair market rents; and

December 17, 2024

WHEREAS, Federal Register Document 2016-27112 Filed on 11-15-16 and Final Rule Docket FR-5855-F-03 effective 1-17-17 has established a Small Area Fair Market Rent Rule entitled: Department of Housing Urban Development - Establishing a More Effective Fair Market Rent System; Using Small Area Fair Market Rents (SAFMR) in the Housing Choice Voucher Program Instead of the Current 50th Percentile FMRs; and

WHEREAS, as per notification from HUD on August 11, 2017, HUD exercised its authority under 24 CFR 888.113 (c)(4)(iii) to suspend the Small Area FMR designation for two Federal Fiscal years and will become effective at the beginning of FY 2020 instead of 2018; and

WHEREAS, on December 23, 2017 the United States District Court for the District of Columbia ordered HUD to implement the mandatory components of the Small Area FMR rule on January 1, 2018 therefore making the PHA's previously subject to the Small Area FMR's required to implement the SAFMR's beginning January, 2018; and

WHEREAS, the Clifton Public Housing Agency is desirous to update and implement the published **2025** Small Area Fair Market Rents pertaining to the multiple zip codes within the City of Clifton; and

WHEREAS, the following chart depicts the published Fiscal Year FY2023 Advisory Small Area FMR's for Passaic County defining Small Areas using Zip Codes within the metropolitan area and are effective as of February 1, 2025.

ZIP Code	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bd
07011	\$1,470	\$1,710	\$1,960	\$2,410	\$3,050
07012	\$1,520	\$1,770	\$2,030	\$2,500	\$3,160
07013	\$1,540	\$1,790	\$2,050	\$2,520	\$3,190
07014	\$1,870	\$2,170	\$2,490	\$3,060	\$3,880
07015	\$1,420	\$1,650	\$1,890	\$2,330	\$2,940

WHEREAS, it is the desire of the Clifton Public Housing Agency, pursuant to the guidelines of H.U.D., to change the current payment standards to reflect the 2025 SAFMR's as listed above; and

WHEREAS, the Clifton Public Housing Agency will also implement the new Small Area Fair Market Rents to the 2025 payment standards as listed in the chart above; and

WHEREAS, the new payment standards are equal to the H.U.D.'s latest published Small Area Fair market rents for Bergen and Passaic counties;

NOW, THEREFORE, BE IT RESOLVED, that the aforesaid new payment standards shall become effective immediately upon adoption of this resolution.

R612-24 Resolution Authorizing the Award to and the Execution of a Contract with Giampaolo & Associates for the Rendering of Accounting and Financial Services for the Section 8 Housing Choice Voucher Program for the Clifton Public Housing Agency for the Year January 1, 2025 Through December 31, 2025

RESOLUTION AUTHORIZING THE AWARD TO AND THE EXECUTION OF A CONTRACT WITH GIAMPAOLO & ASSOCIATES FOR THE RENDERING OF ACCOUNTING AND FINANCIAL SERVICES FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM FOR THE CLIFTON PUBLIC HOUSING AGENCY FOR THE YEAR JANUARY 1, 2025 THROUGH DECEMBER 31, 2025.

WHEREAS, the Clifton Public Housing Agency requires certain specialized accounting and financial services of an expert in connection with its operations, and further is required by

Federal Law, Rules and Regulations to have such services (auditing, etc.) in order to obtain federal funds necessary for its 2025 operations; and

WHEREAS, such services constitute "Professional Services" within the ambit of N.J.S.A. 40A:11-5; and

WHEREAS, the value of the contract is \$15,900.00, and the duration of the contract is one year, January 1, 2025 to December 31, 2025; and

WHEREAS, the Business Entity Disclosure Certification has been received from the contractor and is incorporated into the contract awarded hereby along with the determination of value;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and the City Clerk be and they are hereby authorized and directed to execute a contract (and the required copies) for the rendering of such services by Giampaolo & Associates for a fee of \$15,900.00 payable in quarterly installments of \$3,975.00, a copy of which contract is made a part hereof by reference; and

BE IT FURTHER RESOLVED, that the original of this resolution and the contract above referred to be placed on file and made available for the public inspection at the Office of the City Clerk of the City of Clifton and that the City Clerk shall forward an executed copy of the said contract to the Clifton Housing Agency.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton; and

BE IT FURTHER RESOLVED, that the following short notice be printed once in a legal newspaper of the City of Clifton;

**CITY OF CLIFTON
NOTICE OF CONTRACT AWARDED**

The City of Clifton has awarded a contract without competitive bidding as a professional service pursuant to N.J.S.A. 40:11-5 (1)(a). The contract and the resolution authorizing it are available for public inspection in the Office of the City Clerk.

Awarded to: Giampaolo & Associates, 467 Middletown Lincroft Rd., Lincroft, NJ 07738
Services: Accounting Services for Clifton Public Housing Agency – Housing Choice
Voucher Program
Cost: \$15,900.00
Term: January 1, 2025 thru December 31, 2025

R613-24 Resolution Authorizing the Award to and the Execution of a Contract with Kotulak & Company, PC for the Rendering of Accounting and Financial Services for the City of Clifton Community Development Block Grant Program from January 1, 2025 - December 31, 2025

**RESOLUTION AUTHORIZING THE AWARD TO AND THE EXECUTION OF A
CONTRACT WITH KOTULAK & COMPANY, PC FOR THE RENDERING OF
ACCOUNTING AND FINANCIAL SERVICES FOR THE CITY OF CLIFTON
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FROM JANUARY 1,
2025– DECEMBER 31, 2025**

WHEREAS, the City of Clifton Community Development Department requires certain specialized accounting and financial services of an expert in connection with its operations, and further is required by Federal Law, Rules and Regulations to have such services (auditing, etc.) in order to obtain federal funds necessary for its 2025 operations; and

December 17, 2024

WHEREAS, such services constitute "Professional Services" within the ambit of N.J.S.A. 40A:11-5; and

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20-5; and

WHEREAS, the value of the contract is \$24,073.00, and the duration of the contract is one year, January 1, 2025 to December 1, 2025; and

WHEREAS, the Business Entity Disclosure Certification has been received from the contractor and is incorporated into the contract awarded hereby along with the determination of value;

NOW, THEREFORE, BE IT RESOLVED, that a contract for auditing services for the Community Development Block Grant Program from January 1, 2025 – December 31, 2025 is hereby awarded to Kotulak & Company, PC of Clifton, NJ, at a cost not to exceed \$24,073.00 and that the Mayor and the City Clerk be and they are hereby authorized and directed to execute a contract and the required copies in the form as approved by the Clifton Law Department; and

BE IT FURTHER RESOLVED, that the required Certificate of Availability of Funds for the above contract has been obtained and is endorsed hereon; and

BE IT FURTHER RESOLVED, that the original of this resolution and the contract above referred to be placed on file and made available for the public inspection at the Office of the City Clerk of the City of Clifton and that the City Clerk shall forward an executed copy of the said contract to the Clifton Community Development Department; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton; and

BE IT FURTHER RESOLVED, that the following short notice be printed once in a legal newspaper of the City of Clifton;

**CITY OF CLIFTON
NOTICE OF CONTRACT AWARDED**

The City of Clifton has awarded a contract without competitive bidding as a professional service pursuant to N.J.S.A. 40:11-5 (1)(a). The contract and the resolution authorizing it are available for public inspection in the Office of the City Clerk.

Awarded to: Kotulak & Company, PC, Clifton, NJ
Services: Accounting Services for Community Development Block Grant Program
Cost: \$24,073.00
Term: January 1, 2025 thru December 31, 2025

R614-24

Resolution Fixing Fees for Delinquent Taxes or Assessments for 2025

FIXING FEES FOR DELINQUENT TAXES OR ASSESSMENTS FOR 2025

WHEREAS, Chapter 45 of the Laws of 1970 authorizes the municipality to establish the rate of interest to be charged for delinquent taxes or assessments in the City of Clifton, and

WHEREAS, N.J.S.A. 54:4-67, permits the governing body to fix the rate of interest to be charged for the non-payment of taxes, assessments, or other municipal liens or charges on or before the date on which they would become delinquent as follows: not to exceed 8% per annum on the first \$ 1,500.00 and 18% percent per annum on any amount in excess of \$ 1,500.00; and

WHEREAS, N.J.S.A. 54:4-67 permits that the governing body to fix the rate of discount, in an amount not to exceed 6% per annum on delinquencies in excess of \$ 10,000, which have not been paid prior to the end of a fiscal year; and

WHEREAS, P.L. N.J.S.A. 40A: 5:17-1 allows the governing body of the municipality to authorize the Clifton Tax Collector without further action on the part of the governing body, the cancellation of any property tax refund, delinquency, or charges and fees less than \$10.00 and.

WHEREAS, N.J.S.A. 54:5-61 provides that the holder of tax title is entitled to penalties at redemption if certificate is more than \$200, an additional sum equal to four percent (4%) at redemption if certificate is more than \$ 5,000.00; and additional sum equal to six percent (6%) at redemption if certificate is more than \$ 10,000.00; and

THEREFORE, BE IT RESOLVED by the City Council of the City of Clifton, County of Passaic, State of New Jersey, as follows for 2025:

1. The Tax Collector of the City of Clifton is hereby authorized and directed to charge eight percent (8%) per annum on the first \$1,500 of the delinquency and eighteen percent (18%) per annum in excess of \$1,500 and no interest shall be charged if payment of any installment is made within a grace period of ten (10) calendar days following the date which same became payable; and
2. A six percent (6%) penalty shall be assessed on delinquent taxes, assessments or municipal charges in excess of \$10,000, which has not been paid prior to the end of a fiscal year; and
3. With respect to tax certificates held by the municipality the following additional penalties are charged: two (2%) percent on the amount due over \$200 up to \$5,000; four (4%) percent of the amount due over \$5,000 up to \$10,000; and six (6%) percent on the amount in excess of \$10,000; and
4. The Tax Collector of the City of Clifton is hereby authorized to process the cancellation of any property tax refund or delinquency of less than \$10.00 without further action of the governing body.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Clifton City Council, County of Passaic, State of New Jersey that the Tax Collector of the City of Clifton is hereby authorized to conduct a tax sale for all prior years' delinquent taxes pursuant to New Jersey Law Chapter 99.

R615-24 Resolution Authorizing an Agreement Between the City of Clifton and D.I.A.L. (Disabled Information, Awareness and Living) for Services for the Handicapped for Year 2025

RESOLUTION AUTHORIZING AND AGREEMENT BETWEEN THE CITY OF CLIFTON AND D.I.A.L. (DISABLED INFORMATION, AWARENESS AND LIVING) FOR SERVICES FOR THE HANDICAPPED FOR YEAR 2025

BE IT RESOLVED, that an Agreement between the City of Clifton and D.I.A.L., for performance of services for the handicapped, at a fee of \$12,000.00, for the period 1/1/25 thru 12/31/25, in the form as approved by the Law Department, be and the same is hereby authorized and ratified by the Municipal Council, and the Mayor and City Clerk be and they are hereby authorized and directed to execute the same on behalf of the City of Clifton; and

BE IT FURTHER RESOLVED, that the required Certificate of Availability of Funds for the above contract has been obtained from the City Treasurer of the City of Clifton, and is endorsed hereon.

R616-24 Resolution for Reappointment of Members to the Traffic Safety Council

RESOLUTION FOR REAPPOINTMENT OF

December 17, 2024

MEMBERS TO THE TRAFFIC SAFETY COUNCIL

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a reappointment form from the secretary of the Traffic Safety Council recommending reappointment of Gary Perino and Henry Cholewczynski; and

WHEREAS, said members' term will expire on December 31, 2024; and

WHEREAS, said members are being reappointed to said committee for a term of three years commencing January 1, 2025 through December 31, 2027;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, County of Passaic, State of New Jersey that the above-mentioned members of the Traffic Safety Council be and are hereby reappointed for a three-year term, commencing on January 1, 2025 through December 31, 2027.

R617-24 Resolution Authorizing the Cancellation and Refund of a Portion of the 2024 3rd Quarter Taxes Paid on Property Known as Block 23.01 Lot 24, 38 Concord Street, Owned by a Disabled Veteran

**RESOLUTION AUTHORIZING THE CANCELLATION AND REFUND
OF A PORTION OF THE 2024 3rd QUARTER TAXES PAID ON
PROPERTY KNOWN AS BLOCK 23.01 LOT 24, 38 CONCORD STREET,
OWNED BY A DISABLED VETERAN**

WHEREAS, the Tax assessor has confirmed that Robert Petrillo, the owner of a single-family residence located at Block 23.01 Lot 24, 38 Concord Street has been declared 100% disabled as of July 21, 2022, by the United States Department of Veteran Affairs; and

WHEREAS, Robert Petrillo became a resident of the City of Clifton on August 21, 2024; and

WHEREAS, Robert Petrillo has made application to the Tax Assessor of the City of Clifton for a 100% property tax exemption on the subject property in accordance with the law; and

WHEREAS, by virtue of his disabled veteran exemption, Robert Petrillo is entitled to the cancellation and a partial refund of the 2024 third quarter property taxes on the subject property; and

WHEREAS, the Municipal Council, having reviewed the facts and circumstances of the application, wishes to grant the application, and approved the 100% tax exemption on the subject property as of August 21, 2024, and hereby authorizes the cancellation of 100% of the taxes and a partial refund of the 2024 third quarter property taxes for a total refund of \$1,201.94 on the subject property and.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, that for the reasons aforesaid, the Tax Collector and/or City Treasurer are hereby authorized and directed:

1. To cancel and refund the pro-rated portion of 2024 third quarter property taxes in the amount of \$1,201.94 for a total refund in the amount of \$1,201.94 cancel the remaining 2024 property taxes on the subject property.
2. To keep the subject 100% property tax exemption for the totally disabled veteran for so long as he shall qualify for the exemption and for so long as the exemption is authorized by law based upon the facts and circumstances of this matter.

R618-24 Late - Resolution for Reappointment of Clifton Special Law Enforcement Officers (Class II) 2025

**RESOLUTION FOR REAPPOINTMENT OF
SPECIAL POLICE**

BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, that the following Special Police be and are hereby reappointed for a term, commencing on January 1, 2025 through December 31, 2025:

Jose Diaz
Christian Vassoler
Michael Humenik
John Lyons
Marc Bergman
Harold Van Winkle
James Janisheski
William Frank

Eduardo Dehais
Pasquale Castaldo
David Ervolino
Thomas Chichi
Todd Lyness
Michael McLaughlin
Joel Smith
John Cusack

R619-24 Executive Session

RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, the Municipal Council deems it essential in the furtherance of the public interest, to discuss, in closed session, as expressly permitted by N.J.S.A. 10:4-12, the following subject(s), to wit:

CON-1 Workers' Compensation Claim - LD - PD
CON-2 Workers' Compensation Claim - JJ - DPW
CON-3 Board of Education - Sewer Bills
CON-4 Confidential Employees Salary Increases - Personnel

NOW, THEREFORE, BE IT RESOLVED that the public shall be excused and excluded from that portion of the Council's meeting to be held on December 17, 2024, at which time, said subject(s) shall be discussed; and

BE IT FURTHER RESOLVED, that the discussion held at such closed session can be disclosed to the public on or about the time the matter is concluded.

LICENSES

L-1 Bottleneck Liquors

RESOLUTION FOR PRELIMINARY APPROVAL

FOR CLIFTON LIQUOR & SPIRIT LLC
T/A BOTTLENECK LIQUOR
ADDRESS 120 MARKET ST CLIFTON, NJ 07012
TYPE OF FOOD ESTABLISHMENT INTENDED GROCERY-CONTINUED USE
FORMERLY OR NEW CLIFTON WINE AND SPIRITS
ZONE B-C
PERMITTED YES
VARIANCE REQUIRED NO
FINAL APPROVAL WILL BE ISSUED PENDING APPROVAL OF THIS RESOLUTION.
FURTHER PROCESSING AND APPROVAL OF VARIOUS CITY DEPARTMENTS.

December 17, 2024

L-2 Sushi Maru Express

RESOLUTION FOR FINAL APPROVAL

BE IT RESOLVED, THAT THE APPLICATION OF SUSHI MARU EXPRESS, INC.
T/A SUSHI MARU EXPRESS

for permission to conduct a: CATERER-CONTINUED USE
for a period ending January 31, 2025 on the premises known as:

476 ALLWOOD RD CLIFTON, NJ 07012

be and the same is hereby approved and licenses so issued in the compliance with the approval
of the Board of Health, Fire Department, Police and Zoning Officer.

L-3 Doner Jee

RESOLUTION FOR PRELIMINARY APPROVAL

FOR DONER JEE LLC

T/A DONER JEE

ADDRESS 1102 MAIN AVE CLIFTON, NJ 07011

TYPE OF FOOD ESTABLISHMENT INTENDED RESTAURANT-CONTINUED USE
FORMERLY OR NEW SAN REMO PIZZERIA

ZONE B-C

PERMITTED YES

VARIANCE REQUIRED NO

FINAL APPROVAL WILL BE ISSUED PENDING APPROVAL OF THIS RESOLUTION.

FURTHER PROCESSING AND APPROVAL OF VARIOUS CITY DEPARTMENTS.

ADJOURNMENT

Upon a Motion made by Councilman Latona, seconded by Councilman D'Amato, the
meeting was adjourned at 10:29 p.m.

Respectfully Submitted,

Nancy Ferrigno, City Clerk

Raymond Grabowski, Mayor

ITEM NUMBER: C- 1

ITEM NAME: Eveling Gutierrez, Public Safety, Hired as Parking Enforcement Officer, effective December 16, 2024, at \$16.00 hourly.

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 2

ITEM NAME: Maritza Sanchez, Public Safety, Hired as Parking Enforcement Officer, effective December 16, 2024, at \$16.00 hourly.

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 3

ITEM NAME: Melissa Patterson, Human Services, Hired as Omnibus Operator, effective January 2, 2025, at \$40,000.00 annually.

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 4

ITEM NAME: Jonathan Obolsky, Public Works, Laborer 1, hired effective January 2, 2025 at \$32,750.00 annually.

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 5

ITEM NAME: Victoria Tunc, Public Works, Keyboarding Clerk 1, hired effective January 2, 2025, at \$35,000.00 annually.

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 6

ITEM NAME: Brayden Treloar, Public Works, Laborer 1, hired effective January 2, 2025,
at \$32,750.00 annually.

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 7

ITEM NAME: Patrick Kobylarz, Public Safety, hired part time as Fire Prevention Specialist, at \$23.00 hourly, effective January 2, 2025.

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 8

ITEM NAME: Panagiotis Vasilopoulos, Human Services, retired position of Omnibus Operator, effective January 2, 2025.

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 9

ITEM NAME: Minutes of Historical Commission of 9/5, 10/3 and 11/18/24
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 10

ITEM NAME: Minutes of Traffic Safety Council of November 21, 2024
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 11

ITEM NAME: Minutes of North Jersey District Water Supply Commission of November 20, 2024

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: C- 12

ITEM NAME: Minutes of Passaic Valley Water Commission of November 24, 2024

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description

Upload Date

Type

No Attachments Available

ITEM NUMBER: C- 13

ITEM NAME: Minutes of Beautification Committee of December 2, 2024
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ITEM NUMBER: O- 7964-24

ITEM NAME: An Ordinance to Amend, Revise and Supplement Chapter 461 of the Code of the City of Clifton, Entitled "Zoning", More Particularly Section 461-13.1 Thereof, Entitled "Use Regulations" (Adds Section CC "Cottage Food Operations")

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Ordinance	12/4/2024	Cover Memo

**AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 461 OF THE
CODE OF THE CITY OF CLIFTON, ENTITLED "ZONING," MORE
PARTICULARLY SECTION 461-13.1 THEREOF, ENTITLED "USE
REGULATIONS,"(ADD SECTION CC "COTTAGE FOOD OPERATIONS")**

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that Chapter 461 of the Code of the City of Clifton, more particularly Section 461-13.1 thereof entitled "Use Regulations," is hereby amended, revised and supplemented as follows:

§ 461-13.1 Use Regulations.

A. thru BB. No changes.

* * *

CC. Cottage Food Operations. A cottage food operation is permitted as an accessory use in all zone districts that allow residences subject to the following requirements:

- (1) There shall be only one such use in any dwelling unit.
- (2) The use shall be operated by or shall employ in the dwelling unit only a resident or residents who are permanent full-time residents of the dwelling unit, and no other persons.
- (3) The use shall be located only within the principal building, and not within any accessory buildings. There shall not be permitted the conversion of garage parking areas to cottage food use.
- (4) The dwelling unit shall not be divided or partitioned in any way to prevent free access between all portions of the dwelling unit and the area devoted to the cottage food use.
- (5) There shall be no change to the exterior of buildings or other structures for the use, and no outside appearance of a business use, including but not limited to parking, storage, signs, or lights.
- (6) The use shall not operate any equipment or conduct any process that creates noise, vibration, glare, fumes, odors or electrical or electronic interference, including interference with telephone, radio, or television reception, any of the foregoing which are detectable by neighboring residents.
- (7) The use shall not require any increased or enhanced electrical, water, natural gas or other utility service, supply, or usage, above what is typically required for residential use in the zone district.
- (8) The quantity and type of solid waste disposal shall be the same as for other residential uses in the zone district.
- (9) The capacity and quality of effluent shall be the same as is typical of normal residential use in the zone district and shall create no potential or actual detriment to the sanitary sewer system or its components.
- (10) Deliveries to and from the use shall be made by the same types of trucks used by the United States Postal Service, United Parcel Service, Federal Express and other similar delivery services when providing regular service to residential uses in the zone district (e.g. no larger than a box truck).
- (11) All vehicular traffic to and from the cottage food use shall be limited in volume, type, and frequency to that which is normally associated with other residential uses in the zone district.
- (12) Such uses shall have a Cottage Food Operator Permit issued by the New Jersey Department of Health and is exempt from the requirement to obtain either a zoning permit or site plan approval.
- (13) Upon request, the resident shall allow inspection of the dwelling by the City.

* * *

2. All other provisions of said Chapter 461 shall remain in full force and effect and are not further amended hereby.

3. All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistencies only.

4. This ordinance shall take effect upon final passage and publication as provided by law.

Adopted: _____

Raymond Grabowski, Mayor

Attest:

Nancy Ferrigno, City Clerk

ITEM NUMBER: O- 7965-25

ITEM NAME: Calendar Year 2025 Ordinance To Exceed the Municipal Budget
Appropriation Limits and To Establish A CAP Bank (NJSA 40A:4-45.14)

RECOMMENDATION: Approve

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
	7965-25	12/30/2024	Cover Memo

**CITY OF CLIFTON
CALENDAR YEAR 2024
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% or the cost of living adjustment, whichever is less, unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, the cost of living adjustment for calendar year 2025 budgets is calculated at 2.5% pursuant to N.J.S.A. 40A:4-45.2; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Governing Body of the City of Clifton in the County of Passaic finds it advisable and necessary to increase its CY 2025 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Governing Body hereby determines that a 1.0% increase in the budget for said year, amounting to \$1,144,235 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Governing Body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE BE IT ORDAINED, by the Governing Body of the City of Clifton, in the County of Passaic, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2025 budget year, the final appropriations of the City of Clifton shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by up to 3.5%, amounting to \$4,004,823, and that the CY 2025 municipal budget for the City of Clifton be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Adopted on First Reading Dated: _____

Councilman Gibson
Councilman Kolodziej
Councilman Latona
Councilman D'Amato
Councilwoman Pino
Councilwoman Sadrakula
Mayor Grabowski

Nancy Ferrigno, City Clerk

Adopted on Second Reading Dated: _____

Councilman Gibson
Councilman Kolodziej
Councilman Latona
Councilman D'Amato
Councilwoman Pino
Councilwoman Sadrakula
Mayor Grabowski

Nancy Ferrigno, City Clerk

APPROVAL BY THE MAYOR ON THIS ____ DAY OF _____, 2025

Raymond Grabowski, Mayor

CERTIFIED TO BE A TRUE COPY

ITEM NUMBER: O- 7966-25

ITEM NAME: An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of the City of Clifton, Entitled "Vehicles and Traffic", More Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Adds 9 Restricted Handicapped Spaces)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
 Ordinance	12/30/2024	Cover Memo

**AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 439 OF THE
CODE OF THE CITY OF CLIFTON, ENTITLED "VEHICLES AND TRAFFIC",
MORE PARTICULARLY SECTION 439-38 THEREOF, ENTITLED "HANDICAPPED
PARKING ON STREETS FOR PRIVATE RESIDENCES" (ADDS 9 RESTRICTED
HANDICAPPED SPACES)**

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that:

1. Whenever any words and phrases are used herein, the meanings respectively ascribed to them in Subtitle 1 of Title 39 of the Revised Statutes of New Jersey shall be deemed to apply to such words and phrases.

Section 439-38. Handicapped parking on streets for private residences:

In accordance with the provisions of N.J.S.A. 39:4-197.6, the following on-street locations in front of private residences occupied by a handicapped person if a windshield placard or wheelchair symbol license plates have been issued for a vehicle owned by the handicapped person, or by another occupant of the residence who is a member of the immediate family of the handicapped person, by the Division of Motor Vehicles pursuant to the provisions of N.J.S.A. 39:4-204 et seq., provided such parking is not otherwise prohibited and the permitting thereof would not interfere with the normal flow of traffic, are designated as handicapped parking spaces for the exclusive use by the person issued the New Jersey license plate shown below. No other person shall be permitted to park in these spaces.

A. Application shall be made to the Police Department for such restricted handicapped parking space, and the applicant shall pay a one-time administrative fee of \$150.00 to cover the costs of processing such application and individualized sign, made payable to the City of Clifton.

Name of Street	Location	Initial Permit Number
271 Burgess Place	South side, beginning at the eastern property line, extending 22 feet west therefrom	P2898294
40 Christie Avenue	North side, beginning at the westerly driveway line of 40 Christie Avenue and extending 22 feet west therefrom	P2959466
70 Christie Avenue (Space in front of 68 Christie Avenue)	North side, in front of 68 Christie Ave. beginning at the eastern driveway edge of 70 Christie Avenue and extending 22 feet east therefrom	P2829607
105 Clifton Avenue	South side, beginning at the eastern property line, extending 22 feet west therefrom	P2884179
22 Cutler Street	West side, beginning at the southerly property line and extending 22 feet northerly therefrom	P2896406
29 Hammond Avenue	South side, beginning at the eastern property line, extending 22 feet west therefrom	P2882112

191 Randolph Avenue (Space on Knapp Avenue)	South side of Knapp Avenue, beginning at a point 22 feet of the crosswalk, extending 22 feet west therefrom	P2855243
47 Viola Avenue (Space on Jewett Ave.)	South side, beginning at a point 25 feet from the crosswalk at the intersection of Jewett Ave. and Viola Ave., extending 22 feet east therefrom	P2898247
230 West 3 rd Street (Space on 7 th Ave.)	East side, beginning at a point 25 feet from the crosswalk at the intersection of West 3 rd St. and 7 th Ave. extending 22 feet north therefrom	P2965484

2. The Chief of Police is hereby directed to have the proper signs calling attention to the provisions of this ordinance erected or placed upon said streets at said locations.

3. This ordinance shall take effect after final passage and publication as provided by law.

Adopted:

ATTEST:

Raymond Grabowski, Mayor

Nancy Ferrigno, City Clerk

ITEM NUMBER: O- 7967-25

ITEM NAME: An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of the City of Clifton, Entitled "Vehicles and Traffic", More Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Deletes 4 Restricted Handicapped Spaces)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Ordinance	12/30/2024	Cover Memo

**AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 439 OF
THE CODE OF THE CITY OF CLIFTON, ENTITLED "VEHICLES AND
TRAFFIC", MORE PARTICULARLY SECTION 439-38 THEREOF, ENTITLED
"HANDICAPPED PARKING ON STREETS FOR PRIVATE RESIDENCES"
(DELETES 4 RESTRICTED HANDICAPPED SPACES)**

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that:

1. Chapter 439 of the Code of the City of Clifton, Entitled "Vehicles and Traffic", more Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" is amended, revised and supplemented to DELETE the following locations:

80 Cutler Street	West side, beginning at the southern driveway edge (northern property line) extending 22 feet south therefrom	P#2816141
9 Holden Street	East side, beginning at the northern property edge, extending 22 feet south therefrom	P#2718931
232 Madison Avenue	North side, beginning at the west property line and extending 22 feet easterly therefrom	1786646
36 Merselis Avenue	North side, beginning at the westerly driveway line of 36 Merselis Avenue and extending 22 feet westerly therefrom	1562107

2. The Chief of Police is hereby directed to remove all signs and markings designating such location as restricted parking space for use by persons who have been issued special permits by the Division of Motor Vehicles.

3. This ordinance shall take effect after final passage and publication as provided by law.

Adopted:

Raymond Grabowski, Mayor

ATTEST:

Nancy Ferrigno, City Clerk

ITEM NUMBER: O- 7968-25

ITEM NAME: An Ordinance to Amend, Revise and Supplement Chapter 439 of the Code of the City of Clifton, Entitled "Vehicles and Traffic", More Particularly Section 439-38 Thereof, Entitled "Handicapped Parking on Streets for Private Residences" (Amends Handicapped Parking Placard Number)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Ordinance	12/30/2024	Cover Memo

**AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 439 OF
THE CODE OF THE CITY OF CLIFTON, ENTITLED "VEHICLES AND
TRAFFIC", MORE PARTICULARLY SECTION 439-38 THEREOF, ENTITLED
"HANDICAPPED PARKING ON STREETS FOR PRIVATE RESIDENCES"
(AMENDS HANDICAPPED PARKING PLACARD NUMBER)**

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that the following handicapped parking placard numbers have been changed as follows:

Name of Street	Location	Initial Permit Number	New Number
282 Ackerman Avenue (No change)	No change	P996756	P2769272
145 Arlington Avenue (No change)	No change	P#2408954	P2786565
65A Brookside Drive (No change)	No change	P#2443025	P2977919
765 Clifton Avenue (No change)	No change	P2192949	P2712627
124 East 8 th Street (No change)	No change	2093014	P2937102

1. The Chief of Police is hereby directed to have the proper signs calling attention to the provisions of this ordinance erected or placed upon said streets at said locations.
2. This ordinance shall take effect after final passage and publication as provided by law.

Adopted: _____

Raymond Grabowski, Mayor

ATTEST:

Nancy Ferrigno, City Clerk

ITEM NUMBER: O- 7969-25

ITEM NAME: An Ordinance to Amend, Revise and Supplement Chapter 349 of the Code of the City of Clifton, Entitled "Parking on Residential Streets", More Particularly Section 349-2 Thereof, Entitled "Restricted Streets" (Rescinds Permit Parking on Larkspur Lane from Urma Avenue to Pershing Road)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
 Ordinance	12/31/2024	Cover Memo

7969-25

AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 349 OF THE CODE OF THE CITY OF CLIFTON, ENTITLED "PARKING ON RESIDENTIAL STREETS," MORE PARTICULARLY SECTION 349-2 THEREOF, ENTITLED "RESTRICTED STREETS" (RESCINDS PERMIT PARKING ON LARKSPUR LANE FROM URMA AVENUE TO PERSHING ROAD)

BE IT ORDAINED, by the Municipal Council of the City of Clifton, that:

1. Chapter 349 of the Code of the City of Clifton, entitled "Parking on Residential Streets," more particularly Section 349-2 thereof, entitled "Restricted Streets," is hereby amended to delete the following location(s):

<u>Name of Street</u>	<u>Side</u>	<u>Hours/Days</u>	<u>Location</u>
Larkspur Lane	Both	8 am to 11 am/ Monday through Friday	From Urma Ave to Pershing Road

2. The Chief of Police is hereby directed to have related signs removed.

3. All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistency only.

4. This ordinance shall take effect after final passage and publication as required by law.

Adopted:

Raymond Grabowski, Mayor

Nancy Ferrigno, City Clerk

ITEM NUMBER: O- 7970-25

ITEM NAME: An Ordinance to Amend, Revise and Supplement Chapter 99 of the Code of the City of Clifton, Entitled "Salaries and Compensation", More Particularly Article VI Thereof, Entitled "Confidential Officials and Employees", and More Particularly Section 99-34 Thereof Entitled "Minimum and Maximum Salaries Fixed" (Amends Compensation for 2025)

RECOMMENDATION:

SUMMARY:

<u>ATTACHMENTS:</u>		
Description	Upload Date	Type
 Ordinance	1/6/2025	Cover Memo

**AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 99 OF THE
CODE OF THE CITY OF CLIFTON, ENTITLED "SALARIES AND
COMPENSATION," MORE PARTICULARLY ARTICLE VI THEREOF, ENTITLED
"CONFIDENTIAL OFFICIALS AND EMPLOYEES," SECTION 99-34, ENTITLED
"MINIMUM AND MAXIMUM SALARIES FIXED" (AMENDS COMPENSATION FOR
2025).**

BE IT ORDAINED, by the Municipal Council of the City of Clifton, as follows:

1. The Code of the City of Clifton as entitled above, as amended, revised and supplemented, is hereby amended, revised and supplemented as follows effective January 1, 2025:

ARTICLE VI

Confidential Officials and Employees

§ 99-34. Minimum and maximum salaries fixed.

I. The confidential offices and employments and salaries herein, other than those created by statute or ordinance, be and the same are hereby created for the proper conduct of the affairs of the City, and the amount(s) enumerated hereinafter be and they are fixed, granted and ordered paid as regular annual salaries and wages to the confidential officers and employees now or hereafter in the office or employment enumerated unless and until otherwise amended, revised or supplemented by and in accordance with law:

II.

<u>TITLE</u>	<u>MINIMUM</u>	<u>MAXIMUM 2025</u>
ADMINISTRATIVE ANALYST	74,000.00	123,671.20
ASSISTANT MUNICIPAL ATTORNEY	43,046.00	89,955.91
CHIEF EMERGENCY MEDICAL TECHNICIAN	45,213.00	79,892.36
CHIEF FINANCIAL OFFICER	89,167.00	161,793.37
CHIEF MUNICIPAL COURT JUDGE	85,000.00	138,004.61
CHIEF MUNICIPAL PROSECUTOR	60,000.00	92,513.52
CITY CLERK	58,203.00	135,327.68
REGISTRAR OF VITAL STATISTICS	0.00	3,616.00
CITY ENGINEER	89,868.00	153,271.68
ADA COMPLIANCE OFFICER	1,000.00	5,000.00
CITY MANAGER	140,000.00	249,000.00
COMMUNICATIONS MANAGER	75,000.00	102,500.00
COMPTROLLER	90,000.00	123,000.00
CONFIDENTIAL SECRETARY	41,503.00	73,561.33
DEPUTY CITY CLERK	35,868.75	86,494.00
DIRECTOR OF HEALTH AND WELFARE	0.00	1.00
DIRECTOR OF PUBLIC WORKS	79,943.00	131,132.97
ECONOMIC DEVELOPMENT DIRECTOR	33,765.00	90,954.18

FIRE CHIEF	166,580.00	246,000.00
FIRST ASSISTANT MUNICIPAL ATTORNEY	61,495.00	155,922.99
HEALTH OFFICER	79,943.00	153,378.28
MANAGEMENT INFORMATION SPECIALIST	25,748.00	120,412.46
MUNICIPAL ATTORNEY	86,947.00	174,891.35
MUNICIPAL COURT ADMINISTRATOR	47,762.00	107,280.60
MUNICIPAL COURT JUDGE (Second) ^a	11,000.00	21,041.92
MUNICIPAL PROSECUTOR (Second) ^b	7,000.00	13,391.27
MUNICIPAL TREASURER	52,965.00	120,000.00
PERSONNEL OFFICER	62,494.00	141,417.87
EEO OFFICER	0.00	1.00
HRO OFFICER	5,000.00	5,000.00
PLANNING DIRECTOR	80,000.00	131,444.74
POLICE CHIEF	190,433.00	260,009.36
PUBLIC DEFENDER	50,000.00	69,997.90
PURCHASING AGENT	51,839.17	103,883.33
TAX ASSESSOR	90,000.00	146,365.62
TAX COLLECTOR	57,965.00	137,692.31
TAX SEARCH OFFICER	0.00	565.00

* * *

NOTES: ^a Second Municipal Court Judge Salary is based upon \$275 Per court session.

^b Second Municipal Prosecutor Salary is based upon \$175 per court session.

* * *

2. All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistency only.

3. This ordinance shall take effect after final passage and publication as provided by law.

Adopted:

Raymond Grabowski, Mayor

ATTEST:

Nancy Ferrigno, Clerk

ITEM NUMBER:

ITEM NAME: 2023 Bd. of Adjustment Annual Report

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Report	12/17/2024	Cover Memo



graviano & gillis architects & planners, llc

p.o. box 3341

long branch, nj 07740

tel: 732.816.4151

web: <http://graviano.com>

TO: City of Clifton – Zoning Board of Adjustment
c/o Mark Zecchino, Chairman
900 Clifton Ave.
Clifton, NJ 07013

FROM: Nicholas A. Graviano, PP, AICP, JD

RE: 2023 Clifton Zoning Board of Adjustment – Annual Report

DATE: December 13, 2024

This report serves as a summary of the activity before the City of Clifton Zoning Board of Adjustment for the year of 2023. There were 114 applications decided by the Board in 2023. Of which, 94 were approved, 16 were denied, and 4 were dismissed without prejudice. The attached application log summarizes each application, the relief requested, and the ultimate decision of the Board.

The following zoning ordinance changes or examination of zoning regulations are recommended:

- Impervious coverage limits for residential and non-residential zoning districts.
- Developing conditional use standards for conditional uses without regulations.
- Consolidating the B-B, B-C and B-D Districts into one district with uniform standards.

Approved Applications

1. GRANTED the application of MESIVTA OF CLIFTON, INC., for relief, if necessary, from any variances, approvals, waivers and/or exemptions from any applicable provision necessary for approval of the application to demolish 3 existing buildings, to replace these buildings with one two-story building consisting of classrooms and school facilities, to expand the existing school dormitory, and to consolidate all of the lots located at 294 Main Avenue, Block 59.10, Lot 1, 3, 29 and 30.
2. GRANTED the application of DOUGLAS & LISA SMITH for a proposed second story addition at 133 Pershing Road, Block 41.12, Lot 15.
3. GRANTED the application of CLIFTON ADULT OPPORTUNITY for an amended final site plan following the Historic Preservation Office's requirement to change the roof style at 900 Clifton Ave, Block 35.01, Lot 2.
4. GRANTED the application of MIKHAIL KRESLAVSKIY for a one-story addition at 632 Bloomfield Ave, Block 50.06, Lot 15.
5. GRANTED the application of WAEL ABDELSALAM for a variance for a rear yard setback due to an already built deck at 67 Donna Drive, Block 47.05, Lot 27.
6. GRANTED the application of DANIEL & RACHEL BESSER to increase the size of an existing deck at 126 All wood Place, Block 50.09, Lot 38.
7. GRANTED the application of ALI MUSA for a rear yard setback variance to construct a 2nd floor balcony with a roof over an existing 1st floor bedroom for 11 Lennon Place, Block 53.02, Lot 35.
8. GRANTED the application of THE 580 GROUP LLC for final site plan and conditional use approval for expansion of a nonconforming use variance, conditional use variance, and bulk variance approval to construct a 14,578 SF warehouse addition with loading spaces to existing industrial/warehouse buildings with one (1) existing residential apartment located at 790 Bloomfield Avenue, Block 56.07, Lots 15, 15.01-15.06, 23.01
9. GRANTED the application of MARK LASKY for bulk variances for various setbacks and use variances to permit construction of a free-standing, 1,350 sq ft private parking garage to house privately owned collectible cars at 822 Passaic Avenue, Block 81.01, Lot C6.
10. GRANTED the application of JOSEPH JANKOWSKI for variances to construct a second-floor addition at 427 Mount Prospect Avenue, Block 55.05, Lot 72.
11. GRANTED the application of ZEV PRINCE for side yard and combined side yard set back variances in order to construct a rear, one story addition at 100 Dawson Avenue, Block 49.05, Lot 16.

12. GRANTED the application of RUTH OYANGUREN and SILAS AYALA for front, side yard, and lot coverage variances on a lot with pre-existing nonconformities in order to expand a 2 family house at 45 Barkley Avenue, Block 11.06, Lot 7.

13. GRANTED the application of VANE VLASEVSKI for variances to permit parking and dispatch of commercial minivans and the storage of commercial materials in the basement for an electrical contracting business located at 775 Bloomfield Avenue, Block 57.01, Lot 6.

14. GRANTED the revised application of WALBRI PROPERTIES, LLC for the development of the property and to combine the use of lots located in Clifton, to demolish the old pavement on the properties, and to construct a new 6,850 square foot 1 story commercial flex multi-tenant warehouse building on what is currently identified as Lot 9 and part of Lot 13, with 9 parking spaces, including 1 handicapped space on the remaining part of Lot 13 and on Lot 10, on the properties and to construct a new one story building for 1 & 9 Walnut Street, Block 37.04, Lots 9 and 13.

15. GRANTED, the application of MAUREEN HUBY for a second-floor addition which requires the following variances, front yard setback proposed at 20.35' where 25' is required, rear yard setback proposed at 29.65' where 35' is required, side yard setback proposed at 4.54' and 12.46' where 6' and 16' is required for 8 Sargeant Avenue, Block 36.05, Lot 17.

16. GRANTED the application of CARLOS SOLER for a variance for a section of 5' solid fencing on the Milosh Street side of the home from the back of the house to the garage where 4' 50% open fencing is required for 243 Ackerman Avenue, Block 8.18, Lot 1.

17. GRANTED the application of FRANK JEFFREY HAHOFFER for an expansion of the driveway and curb cut on the right-hand side all the way to the property line which requires the following variance; 0' setback proposed where 5' is required for 68 Avondale Avenue, Block 46.01, Lot 45.

18. GRANTED the application of NICHOLAS BUSH to replace an existing 1 car garage with a 2-car garage which requires the following variances, maximum accessory structure permitted is 300 sq. ft where 576 sq. ft is proposed, garages must be between 10' and 20' from the house where 37'7" from house is proposed and lot coverage proposed at 29.31% where 27% is permitted for 55 Maple Place, Block 11.09, Lot 6.

19. GRANTED the application of KEN LOWY for an expansion of previously approved side yard setbacks 4.5' & 5.5' with an 18" cantilever and intersecting gable roof on rear of house where 6' combined 16' is required, previously approved lot coverage for 28.74% and proposed is now 29.94%, previously approved front yard setback of 23.8' is still required for 60 Lehigh Avenue, Block 70.03, Lot 54.

20. GRANTED the application of EMB 561 LLC for preliminary and final site plan approval, use variances, and bulk variances in order to convert an existing mixed-use property into a multi-family apartment building with 2 one-bedroom apartments on the first floor and 4 two-bedroom apartments on the second floor for premises located at 561 Van Houten Ave., Block 43.04, Lot 8.

21. GRANTED the application of JOSHUA & Yael FOGEL for a front yard setback variance to construct a 2 story addition and new front porch for premises at 31 Heights Rd., Block 50.10, Lot 12.
22. GRANTED the application of AVI & SURI WALLEs for front yard and combined yard setback variances as well as lot coverage variances to construct a second story addition with a new covered porch for premises located at 74 Heights Rd., Block 50.07, Lot 6.
23. GRANTED the application of ELI & AMANDA KAUFMAN for a lot coverage variance to construct a rear addition and attic dormer, which adds a third story, for premises located at 370 South Parkway, Block 58.02, Lot 29.
24. GRANTED the application of ELVIS OSPINA for side yard set back and front yard set back variances to construct an addition and side porch with a roof for premises located at 31 Homer St., Block 59.10, Lot 13.
25. GRANTED the application of RANDALL BERMAN for rear yard setback and side yard setback variances to enclose the existing loading dock for premises located at 495 River Road, Block 61.03, Lot 56.
26. GRANTED the application of DAVID VELASCO for a rear yard setback variance to construct a second story rear addition for premises located at 81 Mac Arthur Drive, Block 63.01, Lot 13.
27. GRANTED the application of KAREN ESPINAL a use variance to operate an after-school program in combination with a dance/etiquette school on the first floor of a preexisting mix-use building, and a parking variance as only four spaces are proposed and seven are required for premises located at 430 Clifton Avenue, Block 12.02, Lot 17.
28. GRANTED a 90-day extension of time for the Resolution GRANTING the application of LILIANA OTALVARO for variances for lot width, lot area, left side line setback variance, and variance for 3 stories to demolish an existing single-family home and erect a new two-family home at 610 Gregory Avenue, Block 13.13, Lot 47.
29. GRANTED the application of BANK OF AMERICA, NATIONAL ASSOCIATION for variance approval for signage improvements at the bank branch, which include the replacing of two existing signs and the construction of a new monument sign for premises located at 1045 Clifton Avenue, Block 41.04, Lot 2.
30. GRANTED the application of MENDEL & MENUCHA NOROWITZ for approval for front yard and lot coverage variances to construct a second floor addition for premises located at 122 Patricia Place, Block 71.01, Lot 28.

31. GRANTED the application of KELI TEICHMAN for approval for front yard setback, rear yard setback, and maximum lot coverage variances to construct a rear addition and new covered front porch for premises located at 409-411 South Parkway, Block 58.60, Lot 7.
32. GRANTED the application of ZACKARY WILDER for a variance for a driveway in front of a home not serving a garage in order to convert the existing garage into living space for premises located at 74 Patricia Place, Block 71.07, Lot 17.
33. GRANTED the application of MIGUEL CABRERA for a lot coverage variance to modify an existing detached back yard pergola for premises located at 72 Arthur Street, Block 4.02, Lot 14.
34. GRANTED the application of ARISEB PROP. LLC for a use variance and various bulk variances to modify the existing use to a first floor mixed use for an apartment and community laundromat for premises located at 88 Center Street, Block 4.07, Lot 28.
35. GRANTED the application of CRP / CHI CLIFTON OWNER, LLC for request for multiple C-variances and a D-3 conditional use variance to construct a new warehouse facility for premises located 558-600 Getty Avenue, Block 9.04, Lot 22.
36. GRANTED the application of YUNUS ERDURAN for a front yard setback to enclose an existing porch for premises located at 96 Mountainview Drive, Block 27.06, Lot 9.
37. GRANTED the application of ALEX MUNOZ for a side yard setback variance to construct a second floor addition for premises located at 58 Warren Street, Block 22.13, Lot 36.
38. GRANTED the application of STEINMAN FAMILY RESIDENCE TRUST for a lot coverage variance to add a rear deck for premises located at 43 Rowland Ave., Block 50.04, Lot 18.
39. GRANTED the application of ZEKI YESILYURT for a d1 use variance to convert a multitenant office building to a mixed use office and residential building for premises located at 223 (225) Lakeview Ave., Block 2.11, Lot 66.
40. GRANTED the application of ANTHONYS TOWING for a use variance and a site plan waiver to use existing warehouse space as a towing yard for indoor storage of vehicles for premises located at 454 Allwood Road, Block 69.01, Lot 31.
41. GRANTED the application of MEHUL ADHVARYU for a use variance and a conditional use variance to convert existing retail store into a sit-down restaurant and bar for premises located at 50 Market Street, Block 68.03, Lot 26.
42. GRANTED the application of KEVIN & KAREN URENA to keep already existing 4' solid fence along MacArthur Drive and 5' solid fence where 4; 50% open is required for premises located at 30 MacArthur Drive, Block 63.01, Lot 1.

43. GRANTED the application of ATEF HOUWAYEK for a rear yard setback variance to construct a rear addition for premises located at 678 Bloomfield Ave, Block 50.05, Lot 44.
44. GRANTED the application of CLIFTON ELKS LODGE 1569 for variances to keep a previously constructed metal ramp to provide ADA accessibility for premises located at 775 Clifton Avenue, Block 30.09, Lot 14 & 15.
45. GRANTED the application of DHF REALTY LLC for bulk variances, use variance, and site plan approval to store 148 new and used motor vehicles in connection with an offsite automobile dealership as well as onsite fleet maintenance for premises located at 618-630 Rte 46, Block 24.05, Lot 1.
46. GRANTED the application of KRISTY & ORLANDO MELENDEZ for a variance to retain an already existing 5' solid fence where 4' 50% open is required for premises located at 2 Orange Street, Block 91.13, Lot 12.
47. GRANTED the application of GEZIM NEZIRAJ & VALBONA SECI for a variance permitting construction of a side yard deck which expands a nonconforming 3 family use for premises located at 38 Speer Ave, Block 43.06, Lot 20.
48. GRANTED the application of ANGEL VALDEZ for a variance to construct a rear addition to existing home which provides for 8' separation between home and garage where 10' is required for premises located at 57 Speer Ave, Block 43.15, Lot 6.
49. GRANTED the application of SOMERSET PLACE, LLC for a conditional use variance and bulk variances in order to add a level to the existing two story building and expand offices and warehouse use for premises located at 15 Somerset Place, Block 56.01, Lot 11.01.
50. GRANTED the application of iLEARN SCHOOLS INC for preliminary and final major site plan approval, conditional use variance, and bulk variances related to the expansion of the existing elementary school building for premises located 400 Mt. Prospect Ave., Block 55.03, Lot 1.
51. GRANTED the application of LIHUA ZHOU for a conditional use variance to change the present use from a salsa studio to a health spa for premises located at 605 Van Houten Avenue, Block 43.02, Lot 5.
52. GRANTED the application of 10 JAMES ST LLC for a variance to keep an already installed 6' electric fence in the front yard where 4' 50% open is permitted for premises located at 10 James St., Block 4, Lot 11.
53. GRANTED the application of ALEX MILICH variances to construct a 3 story mixed use building containing a bakery, administrative office, and residential apartment for premises located at 243 Parker Avenue, Block 4.16, Lot 34.

54. GRANTED a 90-day extension of time for the Resolution GRANTING the application of AVI & BAYLA GELLER for front yard setback and number of stories variance to expand an existing one-family dwelling at 15 East Parkway, Block 58.05, Lot 8.
55. GRANTED the application of 522 VALLEY ESTATES LLC for preliminary and final site plan approval, use and bulk variances in order to construct six townhouse/multifamily dwellings on premises located at 522 Valley Road, Block 32.01, Lot 12.
56. GRANTED the application of GAMAL AL-AMRANY for variances for renovations and construction of a second floor addition for premises located at 306 East 4th Street, Block 5.17, Lot 15.
57. GRANTED the application of KENNETH KLABOUCH for variances to construct a rear dormer addition and new front covered entryway for premises located at 64 Lyall Road, Block 56.02, Lot 23.
58. GRANTED the application of ZORAYA DICKSON for a variance to install a 5' solid with 1' lattice fence surrounding a deck on a corner lot for premises located at 316 Maplewood Ave, Block 25.06, Lot 12.
59. GRANTED the application of WAEL IHMAID for variances for an already constructed expansion, roof, and enclosure of previously existing, non-conforming open deck for premises located at 119 E 5th St., Block 5.22, Lot 6.
60. GRANTED the application of KANOON RESTAURANT for variances to construct a fully enclosed, covered patio, covered walkway, and 160 sq ft shipping container for premises located at 349 Hazel Street, Block 15.13, Lot 7.
61. GRANTED the application of LORD AND SHEPHERD PROPERTIES LLC for preliminary and final site plan approval, use variance relief, and bulk variances to replace an existing furniture store with a restaurant and self storage space for premises located at 1500 Main Ave., Block 9.19, Lot 1.
62. GRANTED the application of CLIFTON CHEDER INC for preliminary and final site plan approval, use variance, and bulk variances to convert the existing house of worship and day care center to a house of worship with private school for premises located at 213-224 Barkley Ave., Block 19.10, Lot 1 and Block 19.08 Lot 13.
63. GRANTED the application of MANUEL ACOSTA for variances to construct a platform with steps for a new house entrance for premises located at 177 Christie Ave., Block 6.15, Lot 23.
64. GRANTED the application of YAZAN ALBAJES for variances to construct a detached garage in place of old sheds for premises located at 99 Arlington Ave., Block 14.23, Lot 8.
65. GRANTED the application of DAVID & MIRIAM SHERIL for variances necessary for a front porch addition for premises located at 386 Rutherford Blvd., Block 58.07, Lot 38.

66. GRANTED the application of MARLON & ESTEFANIA MORA for variances to convert the existing attached garage into living space for premises located at 119 Rutgers Pl., Block 27.10, Lot 58.
67. GRANTED the application of MAHMOUD ALHAJ for variances to construct a second floor addition for premises located 21 Hillman St., Block 11.08, Lot 10.
68. GRANTED the application of SHUMEL & FRAYDA GRUNBERGER for variances to construct a second story addition and convert the attached garage into living space for premises located at 146 Rutherford Blvd., Block 60.09, Lot 28.
69. GRANTED the application of PETER MASTRIANO for a use variance to convert an existing mixed use building to 4 residential apartments where 2 are permitted for premises located at 125 Madeline Ave., Block 16.16, Lot 7.
70. GRANTED the application of JOSIAH DAVIS for variances to construct two car detached garage for premises located at 150 6th Ave, Block 9.05, Lot 1.
71. GRANTED the application of ZAHER ABDALJAWWAD for variances to construct a two story addition to convert existing home into two family house for premises located at 148 (150) W 1st St., Block 16.05, Lot 23.
72. GRANTED the application of JOSELINE HELENA for variances to keep already constructed gazebo for premises located at 100 Vreeland Ave., Block 9.17, Lot 28.
73. GRANTED the application of RICHARD VANBLARCOM for variances to build a rear deck for premises located at 165 Union Ave., Block 18.18, Lot 17.
74. GRANTED the application of ROSANNA ROSARIO for variances to complete attic dormer for premises located at 13 Hilton St., Block 11.11, Lot 11.
75. GRANTED the application of MAIN FOOT AND ANKLE LLC for site plan approval and variances for a consolidated subdivision containing a 2 story mixed use building for medical offices for premises located at 1610 Main St. & 80 W. 2nd St., Block 9.07, Lots 25 and 36.
76. GRANTED the application of PATRICK MEDLOCK-TURECK for variances to construct a deck at premises located at 30 Weeks Ct., Block 53.02, Lot 43.
77. GRANTED the application of YITZCHOK ZANZIPER & SHOSHANA WEISS for variances to construct an addition and alterations on a single family home for premises located at 10 Lehigh Ave., Block 70.03, Lot 34.
78. GRANTED the application of YITZCHOK & YAFFA WAGNER for variances construct a new two story rear facing addition, two story front facing addition and second story over existing main level and garage and for premises located at 30 Annabelle Ave., Block 71.02, Lot 8.

79. GRANTED the application of YITZCHOK BUCHLER for variances to construct an addition and rear covered patio at premises located 88 Virginia Ave., Block 50.11, Lot 21.
80. GRANTED the application of BMJR REALTY, LLC for a use variance and bulk variances to construct 3 story apartment building with 14 units and a rooftop terrace for premises located at 162 Van Riper Ave., Block 7.09, Lot 4.
81. GRANTED the application of 429 PIAGET LLC for preliminary and final site plan approval, use variance, and bulk variances to restore existing fire damaged building with mixed commercial and residential use for premises located at 429-433 Piaget Ave., Block 19.08, Lots 3&4.
82. GRANTED the application of MARKGOLD LP for preliminary and final site plan approval, use variance, and bulk variances to construct a warehouse and related site improvements for premises located at 1149 Bloomfield Avenue, Block 79.04, Lot 19.
83. GRANTED the application of MO SALMAN for variances to expand driveway curb-cut for premises located at 15 Priscilla St., Block 40.01, Lot 35.
84. GRANTED the application of MORDECHAI & BLIMA HALBERSTAM for variances to construct an addition and complete renovations for premises located at 30 Woodward Ave., Block 50.09, Lot 5.
85. GRANTED the application of MEIR KANIEL for variances to construct a second floor addition and covered front stoop for premises located at 174 Rutherford Blvd., Block 60.09, Lot 35.
86. GRANTED the application of BHARAT RANA for variances to construct an addition and alterations to a single family home for premises located at 60 Belmont Ave., Block 70.02, Lot 65.
87. GRANTED the application of MARC SCHWAB for variances to construct a two-story addition for premises located at 111 South Parkway, Block 60.10, Lot 1.
88. GRANTED the application of CLIFTON RAILROAD CORP. to subdivide the property as well as use and bulk variances to move the lot line of the property for premises located at 164 Getty Avenue, Block 11.22, Lots 1 & 1.01.
89. GRANTED the application of NELI RIVERA for bulk variances to construct a 1 story, 2 bedroom apartment on first floor where 1 bedroom apartment exists for premises located at 100 Belgrade Ave., Block 14.12, Lot 24.
90. GRANTED the application of SKENDER KOKAJ for site plan approval and bulk variances add a two story addition to the rear of the existing one story one family house for premises located at 55 Mountainside Terrace, Block 22.02, Lot 21.

91. GRANTED the application of MOHAMMAD JUBRAN seeking variances and approvals to use of the attic by the first floor apartment for premises located at 435 Lakeview Avenue- Block 1.10, Lot 35.

92. GRANTED the application of S&J SUNNY REALTY IV LLC for site plan approval and variance relief in connection with the use of outdoor storage racks for premises located at 2 Broad Street, Block 14.06, Lot 2.

93. GRANTED the application of AMERICAN ANALYTICAL ASSOCIATION INC. for amended preliminary and final site plan approval and variance relief in connection with as built conditions for an eighteen (18) unit residential building with three (3) stories and three (3) commercial retail spaces for premises located at 245-247 Parker Ave., Block 14.06, Lot 2.

94. GRANTED the application of MJG-MAR REALTY, LLC. for Preliminary and Final Site Plan approval to change the use of the Property from a bowling alley business use to the proposed wholesale distribution center for motor vehicle parts and associated site improvements for premises located at 42 Lakeview Ave., Block 14.06, Lot 2.

Denied Applications

1. DENIED the application of WAEEL EL-ZIND to amend a prior application for a rear one-story addition to include a second level with windows and exterior doors for 636 Van Houten Avenue, Block 37.01, Lot 17.

2. DENIED the application of FRANKLIN PECHO for rear yard, side yard, and combined side yard variances to construct new stairs in the rear of the home for premises located at 53 Center Street, Block 4.16, Lot 14.

3. DENIED the application of CARLOS LANGE for a variance to permit a 440 sq. ft two story garage, as well as rear and side yard set backs variances to complete construction on a partially built two car covered garage for premises located at 473 Highland Avenue, Block 21.04, Lot 5.

4. DENIED the application of KLEBER MOLINA for request for variances to complete construction on an attic dormer which would create a third story where only two stories are allowed for premises located at 143 Valley Road, Block 14.20, Lot 8.

5. DENIED the application of MEIR KANIEL for variances to permit construction of a second floor addition and covered porch for premises located at 174 Rutherford Blvd., Block 60.09, Lot 35.

6. DENIED the application of LUIS AND JESSICA COLLI for variances related to lot area, lot area per dwelling unit, and parking in order to convert the single family home to a two family home for premises located at 22 Burgh Avenue, Block 11.11, Lot 26.

7. DENIED the application of NANCY ASMAD to keep already constructed 6' solid fence in rear yard where 5' solid and 1' lattice is permitted and along a portion of the right side of the home where 5' solid is permitted for premises located at 146 6th Avenue, Block 9.05, Lot 2
8. DENIED the application of MOHAMMAD JUBRAN for variances to maintain the previously constructed basement bathroom and finish the attic for purposes of storage for premises located at 435 Lakeview Avenue, Block 1.10, Lot 35.
9. DENIED the application of SASAN IMANI for variances to construct a second floor expansion and third story addition for premises located at 32 Lorrie Lane, Block 71.03, Lot
10. DENIED the application of OLGA DELGADO for variances to install a new canopy over front stairs and construct a new enclosure for basement stairs for premises located at 38 Lincoln Place, Block 4.10, Lot 58.
11. DENIED the application of SASAN IMANI for side yard and combined side yard variances to permit conversion of the attic to a 3rd story addition where 2 stories are permitted for premises located at 32 Lorrie Lane, Block 71.03, Lot 24.
12. DENIED the application of MEMET TOY for a use variance and parking variance to convert commercial property into mixed use building with one residential unit for premises located at 489 Clifton Ave., Block 12.08, Lot 7.
13. DENIED the application of SOHEL KHAN for variances to keep partially constructed shed for premises located at 712 Grove St., Block 62.06, Lot 12.
14. DENIED the application of LOURDES NUNEZ for use and bulk variances to convert existing single home into two family home for premises located at 528 Piaget Ave., Block 17.09, Lot 30.
15. DENIED the application of KENNETH DICKERSON JR. & JOSEPHINE LIZ for variances to construct an accessory structure in the front yard of an existing, non-conforming 2 family house for premises located at 137 Valley Rd., Block 14.20, Lot 10.
16. DENIED the application of JOHN RADER for site plan approval, use variance, and bulk variances to remove the existing repair garage, enlarge the existing Dunkin Donuts store and drive-in facility for premises located at 817-825 Clifton Ave., Block 35.06, Lot 16.

Dismissed Without Prejudice Applications

1. DISMISSED WITHOUT PREJUDICE the application of BRIAD DEVELOPMENT, for amended preliminary and final site plan approval, with associated 'c' and 'd' variances to convert the existing single-tenant "Stew Leonard's" building at The Promenade Shops at Clifton into a multitenant facility with a drive-through for a future restaurant tenant on property identified on the tax maps of the City of Clifton as Block 80.01, Lots 11.01 and 11.03, which parcels are commonly known as 345 Allwood Road and 826 Route 3, Clifton. The applicant requests any

and all necessary variances, waivers, approvals or other relief, site plan and land use ordinances as may be necessary for this application, including but not limited to the following: 1. A d(1) use variance (Sections 461-13.1AA(1) and 461-13.1AA(5)(i) for the drive through facility. 2. Section 461-13V(8)(c)(2) (maximum height of ground signs) (20 feet permitted; 29.1 feet existing; and 40.92 feet proposed) for premises located at 345 Allwood Road and 826 Route 3, Block 80.01, Lots 11.01 and 11.03.

2. DISMISSED WITHOUT PREJUDICE the application of GALLERY HOUSE PUB LLC for an outdoor café license and D1 variances for premises located at 312 Clifton Avenue, Block 12.05, Lot 22.

3. DISMISSED WITHOUT PREJUDICE the application of 833 CLIFTON AVE PARTNERS LLC for preliminary and final site plan approval and related variances to construct a 3 story residential apartment building containing 26 one bedroom units for premises located at 833 Clifton Avenue, Block 35.07, Lot 1.

4. DISMISSED WITHOUT PREJUDICE the application of HASAN FERDOUS for variances to relocate the front door and add a driveway for premises located at 4 Gillies St., Block 14.23, Lot 8.

ITEM NUMBER:

ITEM NAME: 2024 Bd. of Adjustment Annual Report

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Report	12/17/2024	Cover Memo



graviano & gillis architects & planners, llc

p.o. box 3341

long branch, nj 07740

tel: 732.816.4151

web: <http://graviano.com>

TO: City of Clifton – Zoning Board of Adjustment
c/o Mark Zecchino, Chairman
900 Clifton Ave.
Clifton, NJ 07013

FROM: Nicholas A. Graviano, PP, AICP, JD

RE: 2024 Clifton Zoning Board of Adjustment – Annual Report

DATE: December 13, 2024

This report serves as a summary of the activity before the City of Clifton Zoning Board of Adjustment for the year of 2024. There were 69 applications decided by the Board in 2024. Of which, 60 were approved, six (6) were denied, and three (3) were dismissed without prejudice. The attached application log summarizes each application, the relief requested, and the ultimate decision of the Board.

The following zoning ordinance changes or examination of zoning regulations are recommended:

- Impervious coverage limits for residential and non-residential zoning districts.
- Developing conditional use standards for conditional uses without regulations.
- Consolidating the B-B, B-C and B-D Districts into one district with uniform standards.

Approved Applications

1. NEIL & MERYL HILLSBERG, 54 Witherspoon Rd., Block 74.07, Lot 5- Approval of application for variance relief (minimum side yard setback) to construct an addition to an existing single-family residence in the RA-1 zone.
2. PETER MASTRIANO C/O MADELINE INVESTMENTS, LLC, 125 Madeline Ave., Block 42.04, Lot 12- Approval of application for site plan approval (bifurcated from use variance approved 9/20/23) and variance relief (minimum number of parking spaces, drive aisle width, parking lot setback, minimum landscaping requirements in parking area) in the RB-2 zone.
3. CALL THE BALL BILLIARDS, INC., 1142 Rt 46, Block 44.04, Lot 25- Approval of application for D(2) Use Variance to expand a legal nonconforming use, site plan approval, and variance from minimum number of parking spaces required for the addition of a kitchen and bar to an existing nonconforming billiards hall in the B-D zone.
5. ASHER & ALIZA WITTY, 20 Parson Rd., Block 57.01, Lot 11, Approval of application for variance relief (minimum front yard setback, minimum side yard setback, and maximum lot coverage) to construct an addition to an existing single-family residence in the R-A3 zone.
6. ELIDIA PEREZ, 147 Huron Ave., Block 49.02, Lot 19, Approval of application for minor subdivision, D(2) Variance to expand a nonconforming use, and bulk variance relief to construct a two-family residence on the new lot.
7. JASON & KRISTEN SADOWSKI, 23 Stanley Street, Block 23.06, Lot 4; Zone: RA2, Approval of application for variance relief from the required minimum front and side yard setbacks to construct an addition to an existing single-family residence in the R-A2 zone.
8. DATA DELAY DEVICES, INC., 11 Penobscot Street., Block 30.11 Lot 30,50,60 – M2 - Approval of application for amended preliminary and final site plan approval, with D(1) use variance approval for expansion of a private recreational use in the M-2 District, and more than one principal use on the site; with bulk variances for minimum front, side, and rear yard setback, maximum lot coverage, and parking (minimum spaces, setbacks, and landscaping).
9. I.R. PROPERTY MANAGEMENT LLC, 5 Milton Ave., Block 37.05, Lot 15, RB-1 Zone. Approval of application for preliminary and final site plan approval, D(1) use variance approval, D(5) density variance approval, and bulk variances to construct a four-unit apartment building in the RB-1 zone on a lot partially located in the City of Clifton and partially located in the City of Passaic.
10. EDDY CORDOVA, 12 Milton Ave. Block 37.04, Lot 21- RB-1 Approval of application for variance relief for minimum side yard setback (combined) to construct an addition to an existing two-family home on an undersized lot.
11. STEPHEN & MIRIAM BRICKMAN 43 Garfield Ave. BLOCK: 50.12 LOT: 12; Zone: RA1 Approval of application for a new single family residence, requiring bulk variances from the

minimum rear and side yard setbacks (individual and combined); maximum lot coverage; maximum stories; maximum curb cut and driveway width, and minimum lot width

12. CHAIM & ESTHER KOWALSKY 63 Cresthill Ave., BLOCK: 70.01 LOT: 5 Zone: RA3 Approval of application for addition to a single-family home, requiring bulk variances for minimum rear yard setback to deck and maximum lot coverage.

13. ESMELIN FELIZ 259 Vernon Ave., BLOCK: 5.10 LOT: 20 Zone: RB1 Approval of application to legalize two already constructed gazebos, requiring a variance for maximum lot coverage.

14. 270 PARKER AVENUE INC. 59 Durant Ave. BLOCK: 4.18 LOT: 2 Zone: PD1 Approval of application to expand an existing non-conforming two-car garage into a four-car garage which requires an expansion of non-conforming use variance and bulk variances for minimum front and side yard setbacks, and a variance from the setback requirement from the garage to a principal structure.

15. QUICKS REALTY LLC 802 Van Houten Ave., Block 36.10, Lot 16 – BC Approval of application for use and bulk variance relief to construct a new mixed use retail and residential building, and to maintain two other principal uses (one residential and one retail) on the same property.

16. RICHARD LUO, 190 Beverly Hill Rd, Bl. 55.07, Lot 50, Zone: RA3 Approval of application for bulk variance relief from the minimum front and side yard setback requirements to construct a second-floor dormer addition.

17. DAN WISOTSKY, 399 South Parkway BLOCK: 58.06 LOT: 13 Zone: RA3 Approval of application for bulk variance relief from the minimum rear yard setback and maximum lot coverage requirements to construct an addition to a single-family home.

18. LILIANA OTALVARO, 610 Gregory Ave. BLOCK: 13.13 LOT: 47 Zone: RB2 Re-approval of application for bulk variance relief from the minimum lot width, minimum lot area, minimum driveway setback, and maximum height (stories) requirements to demolish an existing single-family home and build a new two-family home, previously approved on January 5, 2022 but expired due to failure to obtain permits within one year.

19. JONATHAN & NAOMI LEB, 58 Parson Road, BLOCK: 57.01 LOT: 22 Zone: RB1 Approval of application for variances from the required minimum rear yard setback, maximum lot coverage, and maximum height (2.5 stories proposed where 2 stories is permitted) to convert an existing two-family home to a single-family home, and to construct a rear and second floor addition

20. HELMUT ANGEL 14 Adams Terrace, Bl. 51.02, Lot 23, Zone: RA1 Approval of application for combined side yard setback variance to construct a second-floor addition to an existing single-family residence.

21. GREGORY LEWIS 5 Wester Place, Bl. 75.08, Lot 9, Zone: RA1 Approval of application for front yard setback variance to construct a deck at an existing single-family residence located on a corner lot.
22. JOSE PINEDA & MONICA PYRYT 45 Sargeant Ave., Bl. 36.12, Lot 6, Zone: RB1 Approval of application for rear, side, and front yard setback variances to construct a first and second floor addition and renovations to an existing single-family home.
23. ABED ABDELRAHMAN, 269 Union Ave., Bl. 18.16, Lot 11, Zone: RA3 Approval of application for side yard setback variances (single and combined) and a variance from the maximum lot coverage requirement to construct a partial first floor addition to a single-family home.
24. PASSAIC CLIFTON COMMUNITY KOLLEL CONGREGATION, INC., 411- 415 Main Ave., Bl. 59.03, Lots 16 & 17, Zone: B-B Approval of application preliminary and final major site plan approval with conditional use variances from the minimum lot area and minimum front yard setback requirements, together with bulk variances for parking layout and design to construct a new house of worship.
25. IVAN CABARCAS, 66 West 2nd Street Block: 9.07 Lot: 20- Zone: M2 Approval of application for D(1) use variance to replace an existing 2 story commercial property with a 3-family multifamily residential apartment building in the M2 zone, together with bulk variance relief for minimum number of parking spaces, and minimum driveway/parking setback proposed at 0' where 5' required.
26. TRIMBLE AUTO BODY, 204/214/217 Trimble Ave.; Block 6.16, Lots: 5 & 11; Block 6.19, Lot: 1; Zone: RB1 & BC. Approval of D(1) and D(2) use variance relief to expand the existing nonconforming auto body shop to include a towing yard, towing office area, and indoor storage of vehicles, and to permit two principal uses on the property.
27. JOSH LOWY, 18 Conover Ct., Bl. 71.03, Lot 5, Zone: RA3 Approval of application for addition and alterations to a single-family home, requiring the following bulk variances: rear yard setback proposed at 28.42' where 35' required, rear intersecting gable is creating an additional ½ story where 2 stories is the maximum permitted.
28. HIMANSHU PRAJAPATI 15 Runyon Rd., Bl. 41.07, Lot 23; Zone: RA3 Approval of application for construction of a second-floor addition and renovations which require the following bulk variances; side yard setback proposed at 4.91' where 6' is required and front yard setback proposed at 24.73' where 25' required both of which are pre-existing non-conforming.
29. COSTCO WHOLESALE CORPORATION, 168 and 202 Main Avenue & 20 Bridewell Place, Block 72.06, Lots 36, 38, 42; Zone: M-2. Approval of D(1) use variance to demolish the existing fueling station on Lot 36 in order to expand the parking lot, relocate the gas station within lot 38 and add 4 additional pumps, requiring a D3 conditional use variance in that the relocated gas station will be within 200 feet of a public park.

30. STELMACH AUTO CARE 1 Grove St. & 1425 Broad St.; Block: 27.13 & 76.02, Lot: 1; Zone: RA2 & BA

Approval of use variance to expand the existing auto repair shop to include a towing yard, towing office area, and indoor storage of vehicles.

31. TJF HAZEL LLC Approval of Preliminary and Final Major Site Plan approval, Minor Subdivision (lot consolidation) approval, d(1) use variance, d(5) density variance, and bulk (“c”) relief to construct a three (3)-story mid-rise (two (2) stories of residential use over one (1) level of parking), multi-family residential building containing forty (40) dwelling units (currently proposed to contain twenty (20), one (1)-bedroom units and twenty (20), two (2)-bedroom units) and resident amenities (the “Proposed Building”), along with ninety-three (93) on-site parking spaces forty (40) covered/ under the Proposed Building and fifty-three (53) surface parking spaces), and related site improvements.

32. DURANGO SISTERS LLC, 363 Lakeview Ave., Block 1.27, Lot 9, Zone: B-C
Approval of preliminary and final site plan with conditional use and bulk variances to renovate and reuse an existing site formerly used as a bar/restaurant as a new restaurant/bar.

33. YEHOSHUA ALLSWANG, 464 South Parkway, Block 58.01, Lot 6; Zone:RA1
Approval of bulk variances from the minimum side (single & combined) and rear yard setback requirements, and from the requirement that a driveway face a garage, for the construction of an addition to a single-family home.

34. CARLOS LANGE, 473 Highland Ave., Block 21.04, Lot 5, Zone: RB2
Approval of bulk variances from the required minimum rear yard setback and maximum floor area of an accessory structure to allow the Applicant to maintain and complete a partially-constructed detached two-car garage in the rear yard of an existing single-family residence.

35. DAVID ABRAMCHIK, 80 Nugent Dr., Block 69.01, Lot 1.21; Zone: R-A3
Approval of bulk variance relief from the minimum combined side yard and rear yard setback, maximum height (stories) and lot coverage requirements to construct an addition to an existing single-family home.

36. ZALMAN & NURIT GURKOV 87 Virginia Ave.; Block 50.09, Lot 19; Zone: RA2
Approval of bulk variances from minimum individual and combined side yard setback, rear yard setback, and maximum lot coverage requirements to construct a first- and second-floor addition to a single-family home.

37. JASON FRIEDMAN 367 Rutherford Blvd., Bl. 58.10, Lot 18; Zone: RA3
Approval of bulk variance relief from requirements pertaining to driveway serving a garage, and minimum number of parking spaces to convert existing garage at a single-family home into living space.

38. 62 LAKE AVENUE, LLC, 62 Lake Ave., Bl. 4.16, Lot 42; Zone: RB3
Approval of bulk variance relief from the minimum requirements pertaining to lot area, lot width, front yard setback, side yard setback (individual and combined), rear yard setback, and

driveway setback, as well as maximum lot coverage, to tear down existing single family home and erect a new single family home.

39. CATHOLIC CHARITIES, DIOCESE OF PATERSON, 23 Vincent Dr., Bl. 63.04, Lot 3; Zone: R-A1. Approval of application for preliminary and final site plan approval to construct new handicap accessibility ramps from the entry points to new group home, with bulk variance relief from the minimum lot width, front and side yard setback requirements.

40. PSE&G, 121 St. Andrews Blvd & Mt. Prospect Ave., Block 41.08, Lots 1 & 2; Zones: M-2 & RA-2. Approval of conditional use variance relief to permit the permanent installation of a 20' x 56' sound wall along the southeast edge of the Athenia Switching Station, together with the temporary installation of a 18' sound wall, pending construction of the permanent sound wall.

41. KEVIN YORKS & LAUREN POTOCZNIK 58 Melody Hill Rd., Bl. 44.07, Lot 19, Zone: RA3. Approval of bulk variance relief from minimum single side yard setback requirement to renovate and reconstruct a single-family home using the existing foundation.

42. UNIFOODS, LLC, 364 East First St., Bl. 5.02, Lot 12; Zone: M2. Approval of bulk variance relief from the maximum lot coverage and minimum single side yard setback requirements to expand the interior of a building currently used for cheese manufacturing and processing by adding a reception area, a loading dock and trash area, where site plan approval is waived by ordinance.

43. 1184 MAIN AVE. CLIFTON LLC, 1184 Main Ave., Bl. 11.21, Lot 1, Zone B-C. Approval of preliminary and final site plan with D(1) use and bulk variances to construct a new two-story mixed-use building with commercial use on the first floor and four one-bedroom residential apartments on the second floor.

44. PREETI RANA, 101 Brighton Rd., Bl. 56.03, Lot 7; Zone RA-3. Approval of bulk variance relief from the maximum lot coverage requirement to construct an addition to a single-family home.

45. DAMASCO CAFÉ, 600 Getty Ave. Bl. 9.04, Lot 22; Zone: PD-O2. Approval of D(3) conditional use variance relief for a change of use of an existing storefront in a shopping center to a café/ice cream shop where the minimum parking requirement for all existing and proposed uses at the center is 444 spaces and 439 spaces currently exist.

46. 1607-1617 MAIN AVE, LLC, 1607-1617 Main Ave., Bl. 9.09, Lots 9 & 11; Zone: B-C. Approval of preliminary and final site plan with D(1) use and bulk variances to construct a new two-story mixed-use building with commercial use on the first floor and 12 residential apartments on the second floor.

47. JOHN & JOANNE VARRIANO, 77 Rutgers Place, Bl. 27.10, Lot 66, Zone: RA-2. Approval of bulk variance relief from the minimum driveway setback requirement to widen an existing driveway at a single-family residence in the RA-2 zone.

48. ATARA COHEN, 97 Patricia Place, Bl. 71.04, Lot 6, Zone: RA-3. Approval of bulk variance relief from the minimum side yard setback (single and combined) and maximum lot coverage requirements to construct a covered front portico and first and second-floor addition to an existing single-family home in the RA-3 zone.

49. JULIAN NAZARIO, 53 Greglawn Drive, Bl. 40.04, Lot 5, Zone: RA-2. Approval of bulk variance relief from the minimum front yard setback, minimum combined side yard setback, minimum driveway setback, and maximum lot coverage requirements to construct an addition to an existing single-family home.

50. VANIA NETTLEFORD, 27 Althea St., Bl. 43.04, Lot 28, Zone: R-B1. Approval of D(2) variance relief for expansion of pre-existing nonconforming multifamily apartment building and bulk variance relief from the minimum driveway setback requirement to extend existing driveway and construct additional parking in the rear yard.

51. PB NUTCLIF MASTER LLC, 10 Metro Blvd/340 Kingsland St., Bl. 80.02, Lot 3, Zone: M-3. Approval of application seeking preliminary and final major site plan approval, a (d)(1) use variance to permit the proposed cafe/restaurant and private roadway/street, (c) bulk variances, and a variance from N.J.S.A. 40:55D-35 to permit approval of the proposed development on lots that do not abut a street giving access thereto, for improvements conditionally approved on adjoining lots for (i) a proposed approximately 2,814-square-foot café/restaurant, with the initial tenant proposed to be a Starbucks, and (ii) a private roadway/street, along with related site improvements.

52. VICTOR WEISS, 52 Lorraine Drive, Bl. 50.05, Lot 20, Zone: RA-3. Approval of application for bulk variances from the minimum rear yard setback, minimum combined side yard setback, and maximum lot coverage requirements to construct a new two-story addition to a single-family residence.

53. DG INVESTMENT LLC, 155 Sargeant Ave., Bl: 36.07, Lot 1; Zone M-2. Approval of application for D(1) use variance for the expansion and conversion of an existing commercial building to be used as a 3-family residence.

54. MICHAEL SIEGEL; 45 Laurel Ave. Bl. 50.11, Lot 5, Zone RA-2. Approval of application for bulk variances from the minimum front yard setback, side yard setbacks (individual and combined), rear yard setback, and maximum lot coverage requirements to construct an addition to existing single-family home.

55. TIMOTHY WISNIEWSKI, 625 Van Houten Ave., Bl. 43.01, Lot 23, Zone B-C. Approval of application for D(1) use variance and bulk variance relief from the minimum parking space requirement to expand the residential portion of an existing non-conforming mixed used building, in order to convert the first-floor commercial space into an office and apartment, and to maintain the two existing second floor apartments.

56. ADAM HERSCH, 11 Rosemawr Pl.; Block 50.09, Lot: 2; Zone RA-2. Approval of application for bulk variances from the minimum required front yard, side yard (single and combined), and rear yard setback requirements to construct an addition and alterations to an existing single-family home.

57. GARY HUGHES, 128 Harrington Rd., Bl. 55.09, Lot: 47; Zone: RA-3. Approval of application for bulk variance from the minimum driveway setback requirements to extend an existing driveway at a single-family home.

58. STEVEN & JODY COLUCCI, 28 Grant Ave., Bl. 17.05, Lot: 24; Zone: RA-3. Approval of application for bulk variances from the minimum side yard (individual and combined), rear yard, and driveway setback requirements, and maximum lot coverage requirement to construct a one-story rear addition to an existing single-family dwelling.

59. DUA GREENS, LLC, 77 Wabash Ave., Bl. 5.07, Lot 14; Zone: M-2. Approval of application for D(1) use variance relief to utilize existing office space on second floor of an existing automobile repair business for the growing of herbs and wholesale distribution to area restaurants, and for two principal uses on one lot.

60. CORRADOS REAL ESTATE LP, 1578 Main Ave. Bl. 9.10, Lot: 7,8,9,10 & 15, Zone: B-C. Approval of application for preliminary and final site plan approval, with D(1) use variance and associated bulk variance relief to construct an addition to an existing shopping center building and to relocate an existing Planet Fitness gym/fitness center from a nearby site to the subject property.

Denied Applications

1. VIDAL RODRIGUEZ, 56 Myrtle Ave., Block 84.02, Lot 1- Denial of application for variance relief (minimum rear yard setback, minimum lot width, maximum lot coverage) to convert an existing one-family dwelling to a two-family dwelling in the R-B1 zone.

2. BRAD PERNA & MAYRA MUNOZ, 7 Clifton Terrace, Block 30.10, Lot 6- Denial of application for variance relief (minimum lot area, minimum side yard setback, minimum front yard setback) to convert an existing one-family dwelling to a two-family dwelling in the R-B2 zone.

3. TERESA VARGAS 1084-1088 Main Ave., Bl. 8.01, Lot 29; Zone: BC. Denial of use variance, parking variance, and various bulk variances to replace an existing one-story commercial structure with a 2-story mixed commercial and residential use building.

4. MOHAMMAD JABER, 42 Prospect St., Bl. 15.09, Lot 23; Zone: RB1. Denial of variances from minimum single and combined side yard setback and driveway setback requirements for expansion and conversion of existing one family home to a two-family home.

5. SHERIF HABIB, 27 Sixth Ave., Bl. 16.16; Lot 17, Zone: R-B1. Denial of bulk variance relief for minimum lot area per dwelling unit, minimum lot area, minimum lot width, minimum front yard setback and minimum side yard setback to convert an existing one-family dwelling to a two-family dwelling on an undersized lot in the R-B1 zone.

6. TFJ HAZEL LLC, 252 Hazel Street and 237 West 3rd Street; Block 16.11, Lots 1 and 2; Zone: R-B2. Denial of application for preliminary and final major site plan approval, a D(3) conditional use variance, a D(6) height variance, and bulk variance relief to repurpose and modify the existing two- and three-story, vacant, nonconforming manufacturing / industrial building to be utilized as a private charter school.

Dismissed Without Prejudice Applications

1. AMEER SIGNS, 1240 Main Ave., Bl. 11.16, Lot 2; Zone: BC. Dismissal without prejudice of application for sign variances on property located within the Main Avenue Overlay District.

2. MITCHELL TISCHLER 35 Lehigh Ave., Bl. 70.04, Lot 18; Zone: RA-3. Dismissal without prejudice of application requesting variances from the minimum front yard setback and maximum height (stories) requirements for construction of an addition to a single-family residence.

3. NEW HOPE SCHOOL, 76-78 DeMott Ave., Bl. 12.15, Lot 23, Zone: R-B1. Dismissal without prejudice of application for preliminary and final major site plan approval, D(3) conditional use variance and bulk variance relief to relocate a private K-8th grade school to a property containing an existing church and fellowship hall.

ITEM NUMBER: R 001-25

ITEM NAME: Resolution: Approve Claims List Resolution for the January 8, 2025, City Council Meeting

RECOMMENDATION: Approve

SUMMARY:

To: Dominick Villano, City Manager

Please find the Bill List Resolution and supporting documents for your review and approval. I have reviewed all of the payment vouchers and recommend they all be approved by the City Council at the Council Meeting on January 8, 2025.

If you have any questions with the above, feel free to contact me.

Joseph D. Kunz
Chief Financial Officer

ATTACHMENTS:

Description	Upload Date	Type
 Claims List	1/3/2025	Cover Memo

**RESOLUTION
TO APPROVE
Claims to be paid the meeting of January 8th, 2025
All payments through December 31st, 2024**

Resolved that all claims on the attached sheets are approved as reasonable and proper claims against the City of Clifton.

Current Fund	\$	18,833,269.70
Grant Fund	\$	108,824.67
General Capital Fund	\$	36,776.30
Sewer Utility -Operating	\$	103,482.45
Sewer Utility-Capital	\$	3,749.35
Developers Escrow	\$	5,115.00
Dog Trust	\$	-
Police Extra Duty	\$	139,735.00
Trust Other	\$	49,629.73
Section 8 Public Housing	\$	-
Community Development	\$	-
Tax Title Lien Redemption	\$	-
Self Insurance	\$	2,319,659.28
Fire Dedicated Penalties	\$	-
Revolving Loan Fund	\$	-
Tax Title Lien Redemption	\$	-
Unemployment Trust Fund	\$	-
Library	\$	190,709.73
General Liability Trust	\$	1,000.00
Workers Compensation Trust	\$	79,995.74
Trust Escrow	\$	-
Reserve for Housing	\$	-
Federal DOJ Forfeiture	\$	-
TOTAL CLAIMS	\$	21,871,946.95

ADOPTED _____

ATTEST _____
Nancy Ferrigno, City Clerk

Report Printed 2024-12-23 13:29:40 CITY OF CLIFTON

List of Bills - (All Funds)

	Vendor	Description	Account	PO Payment	Check Total
CLAIMS FUND					
	6337 - ACCSES NEW JERSEY, INC. 01-201-20-120-200 City Clerk - Expenses	PO 57642 Shredding Services off NJ State Contract	1,073.52	1,073.52	1,073.52
	7212 - ADAMS, LATTIBOURDERE, CROOT & HERMAN, LLC 01-201-20-105-200 Personnel - Expenses	PO 58615 R283-24- Legal Services	2,164.50	2,164.50	2,164.50
ACH	7057 - ADAMS, REHMANN & HEGGAN ASSOCIATES INC 01-201-20-145-200 Tax Assessor - Expenses	PO 58621 R133-24- TAX MAPS GIS and State Re-certification	3,660.00	3,660.00	3,660.00
	3279 - ADVANCE FIRE PROOF DOOR 01-201-26-290-200 Building Department (DPW) - Expenses	PO 57536 DPW - FACILITIES NEW SIDE DOOR FOR CITY	965.24	965.24	965.24
ACH	4446 - AMERICAN WEAR UNIFORMS 01-201-26-300-200 Public Works Administration - Expenses	PO 58426 R032-24 UNIFORM RENTAL CLEANING AND MAINTENANCE	1,321.52	1,321.52	1,321.52
ACH	4446 - AMERICAN WEAR UNIFORMS 01-201-26-300-200 Public Works Administration - Expenses	PO 58607 DPW- Uniform Rental	210.00	210.00	210.00
	7357 - AQUINO, DAVID 01-205-55-000-001 TAX OVERPAYMENTS	PO 58665 Tax overpayment - B 15.14 L 26	2,497.19	2,497.19	2,497.19
	3899 - AT&T Mobility LLC 01-201-31-440-200 Telephone	PO 58643 11/06/24 - 12/05/24 - AT&T National First	467.50	467.50	467.50
ACH	2452 - ATLANTIC UNIFORM CO. 01-201-25-240-200 Police Department - Expenses	PO 57816 R458-23-POLICE DEPT: CROSSING GUARD EQUIPMENT	129.97	129.97	129.97
	5920 - BIRDS BEWARE, INC. 01-201-28-375-200 Maintenance of Parks - Expenses	PO 58392 R033-24 GEESE CONTROL SERVICES FOR CITY	1,580.00	1,580.00	1,580.00
ACH	3706 - BOSWELL ENGINEERING, INC. 02-213-40-724-500 Infrastructure	PO 58588 R452-23 PLOG BROOK CULVERT REHABILITATION	466.00	466.00	466.00
ACH	6009 - CABLEVISION LIGHTPATH, INC. 01-201-31-440-200 Telephone	PO 58565 12/1/24 - 12/31/24 - Light path Internet	2,806.66	2,806.66	2,806.66
	401 - CABLEVISION SYSTEMS CORP	PO 58575 12/1/24 - 12/31/24 - NFIRS Reporting & C		75.94	

	01-201-31-440-200	Telephone		75.94		75.94
	401 - CABLEVISION SYSTEMS CORP		PO 58649	12/16/24 - 1/15/24 - CPD 475 Valley Rd-	160.94	
	01-201-31-440-200	Telephone			160.94	160.94
ACH	119 - CAMPBELL FOUNDRY COMPANY		PO 58360	DPW - SEWER - EMERGENCY CATCH BASIN REPA	594.75	594.75
	07-201-26-291-200	Sewer / Storm Systems - Expenses				594.75
	7085 - Canon Financial Services Inc		PO 58619	R013-24 - November Usage / December Cont	4,579.17	4,579.17
	01-201-20-130-200	Financial Administration - Expense			4,579.17	
			PO 58637	R013-24 - December Contract COPIERS & PR	2,514.68	2,514.68
	01-201-20-130-200	Financial Administration - Expense			2,514.68	7,093.85
	3354 - CAPE SAMSON LLC		PO 56947	DPW - ROADS REPAIR OF GUARD RAILS ON HOB	1,262.18	1,262.18
	01-201-26-292-200	Roads Department - Expenses			1,262.18	
			PO 57633	DPW - FACILITIES AUTO GATE POLE FOR TRAN	682.08	682.08
	01-201-26-290-200	Building Department (DPW) - Expenses			682.08	1,944.26
	360 - CENTRAL SUPPLY, INC.		PO 57114	DPW - ROADS ALLWOOD PARK - CONCRETE BENC	105.00	105.00
	01-201-26-292-200	Roads Department - Expenses			105.00	105.00
ACH	1026 - CLIFTON, CITY OF - POLICE		PO 58582	Traffic Related Duty for Passaic Ave/All	3,570.00	3,570.00
	07-201-26-291-600	Emergency Repairs			3,570.00	3,570.00
ACH	1026 - CLIFTON, CITY OF - POLICE		PO 58627	Traffic Related Duty for Ward Ave/Hollyw	5,355.00	5,355.00
	07-201-26-291-600	Emergency Repairs			5,355.00	5,355.00
	6943 - CMF Business Supplies Inc.		PO 58495	HEALTH:OFFICE SUPPLIES 2024 PAPER	1,946.25	1,946.25
	02-213-40-702-000	Health Department Grant Expenditures			1,946.25	1,946.25
	4990 - COMMUNICATIONS SPECIALISTS, INC		PO 52934	FIRE: 1st Quarterly Payment	291.48	291.48
	01-201-25-265-200	Fire Department - Expenses			291.48	291.48
	4990 - COMMUNICATIONS SPECIALISTS, INC		PO 53164	FIRE: Radio Repair	24.00	24.00
	01-203-25-265-200	(2023) Fire Department - Expenses			24.00	24.00
	4990 - COMMUNICATIONS SPECIALISTS, INC		PO 54060	FIRE: Repair/Maint of FD Radios Under Se	291.48	291.48
	01-201-25-265-200	Fire Department - Expenses			291.48	291.48
	4990 - COMMUNICATIONS SPECIALISTS, INC		PO 54222	FIRE: Radio Repair	135.00	135.00
	01-201-25-265-200	Fire Department - Expenses			135.00	135.00
	4990 - COMMUNICATIONS SPECIALISTS, INC		PO 54781	FIRE: Radio Repair	101.80	101.80
	01-201-25-265-200	Fire Department - Expenses			101.80	101.80
	4990 - COMMUNICATIONS SPECIALISTS, INC		PO 55576	FIRE: Repair/Maint of FD Radios Under Se	291.48	291.48

	01-201-25-265-200	Fire Department - Expenses		291.48		291.48
	648 - CoreLogic Real Estate Tax Serv	PO 58664	R617-24-Exempt Vet Tax Refund - B 23.01		1,201.94	1,201.94
	01-205-55-000-001	TAX OVERPAYMENTS		1,201.94		1,201.94
ACH	6372 - CORONIS HEALTH RCM LLC	PO 58567	R200-24 - August & September 2024 Emerge		40,997.99	40,997.99
	01-201-25-265-200	Fire Department - Expenses		40,997.99		40,997.99
	1251 - COUNTY OF MORRIS, BOARD OF CHOSEN F	PO 58197	FF 1 - 2409 / FF 2 - 2410 (Career Fire)		11,100.00	11,100.00
	01-201-25-265-200	Fire Department - Expenses		11,100.00		11,100.00
ACH	7270 - FF1 Apparatus LLC	PO 58581	R421-24 - FLEET Fire Apparatus Repair PO		2,671.38	2,671.38
	01-201-26-315-200	Vehicle Maintenance - Expenses		2,671.38		2,671.38
	6731 - FIG 20 LLC	PO 58666	TAX LIEN REDEMPTION - B 20.16 L 9		1,160.12	1,160.12
		PO 58666	TAX LIEN REDEMPTION - B 20.16 L 9		600.00	1,760.12
	5840 - GANNETT, CO, LLC	PO 58654	Clerk's Office - Acct #1185958 - Legal A		1,636.12	1,636.12
	01-201-20-120-200	City Clerk - Expenses		1,636.12		1,636.12
	5840 - GANNETT, CO, LLC	PO 58656	City Clerk: Legal Advertisements October		336.78	336.78
	01-201-20-120-200	City Clerk - Expenses		336.78		336.78
	3421 - GERRY D'S CATERING LLC	PO 57801	RECREATION: Candyland Dinner for Volunte		225.00	225.00
	15-286-56-005-000	Recreation Trust Accounts		225.00		225.00
ACH	3723 - GLOBAL PAYMENTS DIRECT INC	PO 58583	Court: November Credit Card Fees for Pay		1,292.67	1,292.67
	01-201-43-490-200	Municipal Court - Expenses		1,292.67		1,292.67
ACH	183 - GRAINGER	PO 58202	R280-DPW - FACILITIES GARAGE DOOR REPAIR		680.00	680.00
	01-201-26-290-200	Building Department (DPW) - Expenses		680.00		680.00
ACH	183 - GRAINGER	PO 58427	R280-24 - ROADS PAINT FOR ROADS CREW		785.84	785.84
	01-201-26-292-200	Roads Department - Expenses		785.84		785.84
ACH	6511 - GRAVIANO & GILLIS ARCHITECTS & PLANNERS	PO 58600	Planning Review #1528 #1537 #1540 #1542		5,115.00	5,115.00
	12-286-56-851-000	Developer Escrows		990.00		
	12-286-56-851-000	Developer Escrows		825.00		
	12-286-56-851-000	Developer Escrows		990.00		
	12-286-56-851-000	Developer Escrows		825.00		
	12-286-56-851-000	Developer Escrows		1,485.00		5,115.00
	6696 - HAFEZIAN, HOSSEIN	PO 58610	Court: Farsi/Persian Interpreting Servi		250.00	250.00
	01-201-43-490-200	Municipal Court - Expenses		250.00		250.00

ACH	1030 - HALE TRAILER BRAKE & WHEEL, INC. 02-213-40-706-000 Public Works Grant Expenditures	PO 58393	DFW - CLEAN COMMUNITIES 2024 PURCHASE OR	425.00	425.00	425.00
	115 - HORIZON BLUE CROSS & BLUE SHIELD OF 21-201-20-100-000 Employee Group Health	PO 58584	R596-23 - December 2024 Dental Insurance	30,797.27	30,797.27	30,797.27
	7358 - IFFAT HUSSAIN 01-201-43-490-200 Municipal Court - Expenses	PO 58593	Court: Bengali Interpreting Services	350.00	350.00	350.00
	385 - LAWREN SUPPLY COMPANY OF NJ 01-201-25-240-200 Police Department - Expenses	PO 56104	POLICE DEPT. - 2024 MARKING ROUNDS & BLA	3,586.46	3,586.46	3,586.46
	990 - LEISERV, INC 01-201-27-370-200 Public Playgrounds and Rec - Expenses	PO 58586	RECREATION: Special Olympics Bowling Pra	180.00	180.00	
	01-201-27-370-200 Public Playgrounds and Rec - Expenses	PO 58613	RECREATION: Special Olympics Bowling Pra	204.00	204.00	384.00
	712 - LERCH, VINCI & BLISS, LLP 01-201-20-105-200 Personnel - Expenses	PO 57077	FMBA Negotiations	570.00	570.00	570.00
	152 - LOMBARDO, JAMES V. 01-201-20-130-200 Financial Administration - Expense	PO 58578	FINANCE: PO Printing	68.00	68.00	68.00
ACH	6545 - MARINA SADIKOSKA 01-201-43-490-200 Municipal Court - Expenses	PO 58609	Court: Macedonian Interpreting Services	120.00	120.00	120.00
ACH	4018 - MARRONE PEST MANAGEMENT SERVICES LLC 15-286-56-005-000 Recreation Trust Accounts	PO 58585	RECREATION: RELEASE - Pest treatment Rec	65.00	65.00	65.00
ACH	4018 - MARRONE PEST MANAGEMENT SERVICES LLC 01-201-27-370-200 Public Playgrounds and Rec - Expenses	PO 58587	RECREATION: RELEASE - Monthly Pest Contr	320.00	320.00	320.00
	1114 - MASOULEH CORPORATION 01-201-26-292-200 Roads Department - Expenses	PO 58606	DFW - ROADS PROPANE TANKS	58.50	58.50	58.50
	6365 - MOUNTAINSIDE MEDICAL GROUP 01-201-25-265-200 Fire Department - Expenses	PO 58422	R109-24 FIRE: Drug Testing	68.00	68.00	
	01-201-25-265-200 Fire Department - Expenses	PO 58470	R109-24 FIRE: Drug Testing	68.00	68.00	136.00
	6047 - NATIONAL CONSTRUCTION RENTALS 15-286-56-005-000 Recreation Trust Accounts	PO 58568	RECEATION: Barricades for Candyland	1,362.69	1,362.69	1,362.69
ACH	215 - NEGLIA ENGINEERING ASSOCIATES 02-213-40-706-000 Public Works Grant Expenditures	PO 57289	R465-24 STORMWATER ASSISTANCE GRANT - MA	8,900.00	8,900.00	8,900.00

ACH	2293 - NEW JERSEY RECREATION & PARKS ASSOC 01-201-27-370-200	Public Playgrounds and Rec - Expenses	PO 58616	RECREATION: NJRPA Conference	425.00	425.00	425.00
ACH	2293 - NEW JERSEY RECREATION & PARKS ASSOC 01-201-27-370-200	Public Playgrounds and Rec - Expenses	PO 58617	RECREATION: NJRPA Conference	450.00	450.00	450.00
	3559 - NEW TRIMBLE AUTO BODY 27-201-20-600-000	Repairs	PO 58611	OUTREACH: DOI 11 13 24 2008 DODGE CVN W	1,000.00	1,000.00	1,000.00
ACH	3042 - P.L. VULCAN FIRE TRAINING CONCEPTS 01-201-25-265-200	Fire Department - Expenses	PO 57145	FIRE: Elevator Operations Training Class	12,000.00	12,000.00	12,000.00
	5607 - PASSAIC METAL & BUILDING SUPPLIES 01-201-26-290-200	Building Department (DPW) - Expenses	PO 58366	DPW - FACILITIES - SUPPLIES	461.04	461.04	461.04
	2026 - PATERSON POST OFFICE 01-201-20-150-200	Tax Collector - Expenses	PO 58651	Tax Collector - Postage Permit # 10	350.00	350.00	350.00
ACH	212 - PRECISION COMPUTER OF FORT LEE, INC 01-201-20-141-200	Cable Television - Expenses	PO 58270	R511-23-MIS Dept. Accessories, repairs a	436.00	436.00	
	04-215-55-977-100	Technology Upgrades City Wide	PO 58270	R511-23-MIS Dept. Accessories, repairs a	1,800.00	1,800.00	2,236.00
ACH	212 - PRECISION COMPUTER OF FORT LEE, INC 01-201-26-300-200	Public Works Administration - Expenses	PO 58325	R511-23-DPW - ADMINISTRATION TV FOR INCL	369.00	369.00	369.00
ACH	212 - PRECISION COMPUTER OF FORT LEE, INC 01-201-27-336-200	Senior Citizens - Expenses	PO 58374	R511-23-SENIOR CENTER: COMPUTER MONITOR	799.00	799.00	799.00
ACH	212 - PRECISION COMPUTER OF FORT LEE, INC 01-201-20-140-200	Management Info Systems - Expenses	PO 58414	R511-23-MIS Dept. Adobe Software	11,683.00	11,683.00	11,683.00
ACH	212 - PRECISION COMPUTER OF FORT LEE, INC 08-215-55-957-100	Technology Upgrades 7935-24	PO 58420	R511-23-MIS Dept. Accessories, repairs a	3,128.00	3,128.00	3,128.00
ACH	212 - PRECISION COMPUTER OF FORT LEE, INC 04-215-55-977-100	Technology Upgrades City Wide	PO 58421	R511-23-MIS Dept. Computer Upg	4,289.00	4,289.00	4,289.00
ACH	212 - PRECISION COMPUTER OF FORT LEE, INC 01-201-20-140-200	Management Info Systems - Expenses	PO 58445	R511-23-MIS Dept. Accessories	3,720.00	3,720.00	3,720.00
ACH	212 - PRECISION COMPUTER OF FORT LEE, INC 01-201-20-140-200	Management Info Systems - Expenses	PO 58502	R511-23-MIS Dept. Software Microsoft Cop	2,160.00	2,160.00	2,160.00
ACH	212 - PRECISION COMPUTER OF FORT LEE, INC		PO 58522	R511-23-RECREATION: Supplies for Events		999.00	

01-201-27-370-200	Public Playgrounds and Rec - Expenses	999.00		999.00
6251 - PRO CAP 8, LLC	PO 58631 Tax Lien Redemption B# 13.10 L# 6 Cert		991.66	
	PO 58652 Tax subsequent refund - B 37.03 L 19	991.66	432.47	
	PO 58653 Lien Redemption B# 11.04 L# 11 cert #	432.47	1,306.80	
		1,306.80		2,730.93
167 - PSE&G	PO 58570 October 2024 - Current Charges - Acct #		1,764.29	
01-201-31-430-200 Electricity		1,764.29		1,764.29
167 - PSE&G	PO 58579 November 2024 - Current Charges - Acct #		98.33	
01-201-31-430-200 Electricity		98.33		98.33
167 - PSE&G	PO 58595 October - Current Charges - Acct # 13 01		7,686.18	
01-201-31-435-200 Street Lighting		7,005.84		
01-201-31-430-200 Electricity		680.34		7,686.18
167 - PSE&G	PO 58597 October 2024 - Current Charges - Acct 13		18,691.87	
01-201-31-430-200 Electricity		18,371.04		
01-201-31-435-200 Street Lighting		320.83		18,691.87
167 - PSE&G	PO 58618 November 2024 - Current Charges - Acct #		112.77	
01-201-31-430-200 Electricity		112.77		112.77
167 - PSE&G	PO 58634 November 2024 - Current Charges - Acct #		16,213.84	
01-201-31-430-200 Electricity		16,200.93		
01-201-31-435-200 Street Lighting		12.91		16,213.84
167 - PSE&G	PO 58636 October 2024 - Current Charges - Acct #		78,443.21	
01-201-31-430-200 Electricity		78,443.21		78,443.21
167 - PSE&G	PO 58658 November 2024 - Current Charges - Acct #		970.60	
01-201-31-430-200 Electricity		970.60		970.60
167 - PSE&G	PO 58659 November 2024 - Current Charges - Acct		107.24	
01-201-31-430-200 Electricity		107.24		107.24
ACH 169 - RACHLES/MICHELE'S OIL CO., INC.	PO 58612 R473-23 - UNLEADED GASOLINE		14,696.55	
01-201-31-460-200 Gasoline		14,696.55		14,696.55
ACH 945 - RAINBOW CLEANERS	PO 58423 FIRE: Repair Coat - FF Holzach		150.00	
01-201-25-265-200 Fire Department - Expenses		150.00		150.00
7334 - Robert S Bodnar	PO 57904 Interest refund - B 27.11 L 4		269.97	
01-205-55-000-001 TAX OVERPAYMENTS		269.97		269.97

ACH	7028 - SCANTEK INC. 02-213-40-724-300 Public Sector Workforce	PO 58594 November 2024 Document Management Servic	431.50	431.50	431.50
ACH	5252 - SELECT A PRINT LLC 02-213-40-705-000 Police Department Grant Expenditures	PO 55601 POLICE DEPT. - 2024 TRAFFIC HD MOTORCYCL	150.00	150.00	150.00
ACH	5252 - SELECT A PRINT LLC 01-201-25-240-200 Police Department - Expenses	PO 57473 POLICE DEPT. - 2024 INSIDE WINDOW DECAL	1,850.00	1,850.00	1,850.00
	2145 - SEMEL'S EMBROIDERY, INC. 01-201-20-145-200 Tax Assessor - Expenses	PO 57906 TAX ASSESSOR - Office Supplies	697.68	697.68	697.68
	3003 - STAVITSKY & ASSOCIATES for 01-275-55-000-000 RES. FOR TAX APPEALS PENDING	PO 58540 Tax Ct Judgement - Block 12.12 Lot 1	5,039.66	5,039.66	5,039.66
	493 - STRYKER SALES CORP 04-215-55-977-300 Fire Department Projects	PO 58030 R507-24 EMS Equipment	18,497.30	18,497.30	18,497.30
	1741 - THE MEWS AT ALLWOOD COA 01-201-26-325-200 Condo Services Act - Expenses	PO 58218 2023 Municipal Reimbursement # 38	1,492.51	1,492.51	1,492.51
	1089 - TRANE U.S., INC. 01-201-26-290-200 Building Department (DPW) - Expenses	PO 58655 DPW - FACILITIES MAINTENANCE AND REPAIRS	1,000.00	1,000.00	
	01-201-26-290-200 Building Department (DPW) - Expenses	PO 58661 DPW - FACILITIES MAINTENANCE AND REPAIRS	1,000.00	1,000.00	2,000.00
	5386 - TRYSTONE CAPITAL ASSETS LLC	PO 58533 Tax Lien Redemption B# 39.03 L# 21	1,800.00	1,800.00	
		PO 58533 Tax Lien Redemption B# 39.03 L# 21	1,306.15	1,306.15	3,106.15
	5780 - TURN OUT FIRE & SAFETY 01-201-25-265-200 Fire Department - Expenses	PO 56724 FIRE: Stationwear for New FF's - NJ Stat	5,939.88	5,939.88	5,939.88
	461 - TURN OUT UNIFORMS, INC. 01-203-25-240-200 (2023) Police Department - Expenses	PO 52461 POLICE DEPT: ADDITIONAL PEO UNIFORMS 20	393.93	393.93	
	01-201-25-240-200 Police Department - Expenses	PO 56517 R015-23 POLICE DEPT. - BWC UNIT CIVILIAN	391.50	391.50	
	01-201-25-265-200 Fire Department - Expenses	PO 56726 FIRE: Embroidery for Stationwear for New	1,110.00	1,110.00	1,895.43
	461 - TURN OUT UNIFORMS, INC. 01-201-25-240-200 Police Department - Expenses	PO 57766 POLICE DEPT: SPECIAL POLICE REPLACEMENT U	398.41	398.41	
	01-201-25-240-200 Police Department - Expenses	PO 57772 POLICE DEPT: SPECIAL POLICE REPLACEMENT U	494.48	494.48	892.89

ACH	6509 - UGI ENERGY SERVICES, LLC 01-201-31-430-200 Electricity	PO 58577 November 2024 - Utilites	2,463.35	2,463.35	2,463.35
	6344 - UL LLC 01-201-25-265-200 Fire Department - Expenses	PO 56080 FIRE: Aerial Ladder Testing	5,670.00	5,670.00	5,670.00
ACH	348 - V.E. RALPH & SON, INC. 01-201-25-265-200 Fire Department - Expenses	PO 58576 FIRE: R354-24 Procurement of Medical and	970.85	970.85	970.85
	2112 - VERIZON COMMUNICATIONS INC. 01-201-31-440-200 Telephone	PO 58560 12/9/24 - 1/8/24 - Rec Center Account#15	279.00	279.00	
	01-201-31-440-200 Telephone	PO 58561 12/09/24 - 1/8/24 - Fire Station 4 Accou	289.00	289.00	
	01-201-31-440-200 Telephone	PO 58562 12/9/24 - 1/08/24 - CPD-GB Account#955-4	299.90	299.90	
	01-201-31-440-200 Telephone	PO 58563 12/09/24 - 1/08/24 - Senior Center Accou	144.99	144.99	
	01-201-31-440-200 Telephone	PO 58564 12/4/24 - 1/3/24 - Internet Services for	39.88	39.88	
	01-201-31-440-200 Telephone	PO 58574 12/10/24 - 1/9/24 - Fire Station 1 Acco	289.00	289.00	
	01-201-31-440-200 Telephone	PO 58590 11/22/24 - 12/21/24 - TeleCO Room Accoun	294.00	294.00	
	01-201-31-440-200 Telephone	PO 58591 12/14/24 - 1/13/25 - DFW Account#655-633	299.90	299.90	1,935.67
	2112 - VERIZON COMMUNICATIONS INC. 01-201-31-440-200 Telephone	PO 58603 11/22/24 - 12/21/24 - City of Clifton GB	304.00	304.00	304.00
	179 - VERIZON WIRELESS 01-201-31-440-200 Telephone	PO 58566 11/2/24 - 12/1/24 - Clifton Fire account	1,515.52	1,515.52	1,515.52
ACH	394 - WALLINGTON PLUMBING SUPPLY 01-201-26-290-200 Building Department (DPW) - Expenses	PO 58354 DFW - FACILITIES REPAIR PARTS FOR HWH AT	1,449.94	1,449.94	1,449.94
ACH	394 - WALLINGTON PLUMBING SUPPLY 01-201-26-290-200 Building Department (DPW) - Expenses	PO 58580 DFW: Emergency Water Heater for City Hal	7,264.48	7,264.48	7,264.48
	2151 - WILENTZ, GOLDMAN, & SPITZER, ATTORN 08-215-55-959-400 Administrative Costs	PO 58599 R627-23 - Bond Counsel Services	621.35	621.35	
	04-215-55-978-900 Administrative Expenses 7947-24	PO 58599 R627-23 - Bond Counsel Services	6,190.00	12,190.00	
	04-215-55-954-900 Administrative Costs 7311-16		6,000.00		12,811.35
TOTAL				-----	416,902.07
Total to be paid from Fund 01 CURRENT FUND		313,572.96			
Total to be paid from Fund 02 STATE & FEDERAL GRANTS		12,318.75			
Total to be paid from Fund 04 CAPITAL		36,776.30			
Total to be paid from Fund 07 SEWER UTILITY - OPERATING		9,519.75			

Total to be paid from Fund 08 SEWER UTILITY - CAPITAL	3,749.35
Total to be paid from Fund 12 DEVELOPERS ESCROW	5,115.00
Total to be paid from Fund 15 OTHER TRUST	4,052.69
Total to be paid from Fund 21 MEDICAL SELF-INSURANCE	30,797.27
Total to be paid from Fund 27 General Liability Trust	1,000.00

	416,902.07

Fund	
01	\$18,519,696.74
02	\$96,505.92
04	
07	\$93,962.70
08	
12	
14	\$139,735.00
15	\$45,577.04
21	\$2,288,862.01
26	\$190,709.73
27	
28	\$79,995.74
Total	\$21,455,044.88

Manual Payments - Through 12/31/2024	
12/15/24 Payroll	\$3,541,762.41
12/30/24 Payroll	\$2,775,462.20
PO 58559	\$407,670.35
PO 58695	\$12,000.00
PO 58672	\$1,710.15
PO 58644	\$5,231.67
PO 58635	\$372,872.28
PO 58623	\$336,170.75
PO 58671	\$124.70
PO 58668	\$740,220.69
PO 58670	\$12,749,896.00
PO 58679	\$79,995.74
PO 58725	\$431,927.94
Total	\$21,455,044.88

ITEM NUMBER: R 002-25

ITEM NAME: Resolution - 2025 Cash Management Plan

RECOMMENDATION: Approve

SUMMARY:

The Chief Financial Officer recommends the adoption of this Resolution.

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	12/23/2024	Cover Memo

**RESOLUTION
CITY OF CLIFTON
COUNTY OF PASSAIC, NEW JERSEY
2025 CASH MANAGEMENT PLAN**

WHEREAS, N.J.S.A. 40A:5-14, State of New Jersey Local Fiscal Affairs Law, requires that each municipality to annually adopt a Cash Management Plan designed to assure the deposit, investment and proper disbursement of local funds;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Clifton, County of Passaic, State of New Jersey, does hereby adopt the following Cash Management Plan:

A. DESIGNATION OF DEPOSITORIES

The following institutions are designated as permissible depositories for the deposit of City funds:

CAPITAL ONE	KEARNY BANK
BANK OF AMERICA, N.A.	PNC BANK, National Association
M&T BANK	PROVIDENT SAVINGS BANK
BOILING SPRINGS SAVINGS BANK	INVESTORS SAVINGS BANK
BNY MELLON	SPENCER SAVINGS BANK, SLA
WELLS FARGO BANK, N.A.	TD BANK, N.A.
US BANK	VALLEY BANK

All depositories must conform to the Governmental Unit Deposit Protection Act ("GUDPA") and shall provide a Notification of Eligibility from the State of New Jersey, Department of Banking, on a semi-annual basis. In addition, designated depositories shall maintain maximum FDIC or FSLIC coverage of all City funds on deposit.

B. DEPOSIT OF FUNDS

All funds shall be deposited within forty-eight (48) hours of receipt, in accordance with N.J.S.A. 40A:5-15, into appropriate fund operating accounts. Non-interest-bearing operating and capital accounts shall be regularly monitored for the availability of funds for investment. Debt Service and Trust accounts shall be maintained in accordance with Federal and State statutes regulating such funds. Payroll, Developers' Escrow deposits and other agency funds, which represent funds of individuals and other organizations held by the City, shall be deposited in regular, non-interest-bearing checking accounts unless applicable State statutes direct otherwise. Grant funds shall be deposited in accordance with regulations of the granting government or agency.

Where compensating balances are required by any designated depository to offset the cost of services provided, an agreement between the City and the depository shall be executed, specifying the charge for each service and the balance required to offset each charge.

C. INVESTMENT INSTRUMENTS AND PROCEDURES

The City may purchase those investments permitted in N.J.S.A. 40A:5-15.1, and Local Finance Notice (LFN) 2017-24 and Resolution R531-18, which include:

- United States Treasury Bonds, Notes and Bills
- United States Government Agency and Instrumentality Obligations
- Bonds and other obligations of the City of Clifton
- Bonds and other obligations of the Clifton Board of Education
- Commercial Bank Deposits and Certificates of Deposit
- New Jersey Arbitrage Rebate Management Fund
- Savings Bank Deposits and Certificates of Deposit
- State of New Jersey Cash Management Fund (NJ/ARM)

The City may purchase other obligations approved by the Division of Investment of the Department of Treasury for investment by local units.

Investments shall be limited to a maturity of not more than one year unless a longer term is permitted by applicable Federal or State regulations. Allowable investments with maturities which extend beyond the end of the City's fiscal year shall be permitted only if interest accrued on the investment is credited to the City at the end of the fiscal year for the purpose of realizing budgetary revenue.

The purchase of Certificates of Deposit shall be made based on the availability of funds for investment and the analysis of projected cash flows. Bids for Certificates of Deposit will be solicited of at least three designated depositories only if the amount available for investment is \$100,000 or greater. Telephone bids will be solicited by the Chief Financial Officer, or designated staff member. Bidders shall specify the principal amount, interest rate and maturity of the investment. A check or wire transfer will be made available to the winning bidder on the same business day the bid is awarded. Where the return on a proposed investment does not exceed the cost of making such an investment, the Chief Financial Officer will not make the investment. The Chief Financial Officer shall have the discretion to award an investment to the depository wherein the funds reside, should that institution's quoted interest rate be less than other quoted rates, and the differential in interest rates is not more than twenty-five (25) basis points (0.25%), providing that the term of the investment is thirty (30) days or less. The Chief Financial Officer shall have the discretion to reject all bids.

D. DISBURSEMENT OF FUNDS

All funds shall be disbursed as authorized and directed by the City Council, except that the Chief Financial Officer shall have the authority to make disbursements prior to receiving the approval of the Municipal Council in extreme emergencies where the safety of the public is jeopardized. In addition, the following disbursements may be made prior to receiving approval of the Municipal Council:

County Taxes	Petty Cash Reimbursements
County Open Space Taxes	Postage
Debt Service	Purchase of Investments
Insurance Premiums	Salaries and Wages
Interfunds	School Taxes
Public Library Tax Levy	Self-Insurance Payments
Payroll Withholding Amounts	Special Improvement District Taxes
Passaic Valley Sewer Payments	State of NJ Pension Obligations
Public Utility Payments	Health Care Claims

- Manual Checks as approved in writing by the City Manager

For disbursements relative to payroll tax withholding, the City Council may authorize the use of a servicer to take possession of local unit funds and execute the disbursements of the City to the taxing authorities. Tasks to be performed by the servicer may include report preparation, calculation of withholding and direct deposit of payroll disbursements.

The Chief Financial Officer is designated the "approval officer" responsible for authorizing and supervising the activities of the servicer. In cases where the servicer takes possession of local unit funds for payment of payroll claims, the approval officer is charged with ensuring that payments are made on a timely basis by regularly securing third party confirmation of such.

Disbursements shall be executed via electronic wire transfer of funds by the Chief Financial Officer, or designated staff member, when that method of payment will result in a financial benefit to the City in the form of increased investment income.

All disbursements of funds held by the City, either electronic or by check, will require two (2) authorized signatures or approvals before any disbursement can be completed.

E. PETTY CASH FUND / EMPLOYEE REIMBURSEMENTS

Reimbursements for expenditures through the Petty Cash Fund shall be made within the limits approved by the Director of the Division of Local Government Services. The Petty Cash Fund shall be maintained in accordance with N.J.S.A. 40A:5-21. Individual reimbursements from the Petty Cash Fund shall not exceed \$45 per item. The following Petty Cash Fund is maintained:

Recreation	\$200
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All other properly documented petty cash expenditures will be reimbursed to an employee on their semi-monthly paychecks, as a non-taxable reimbursement.

All employee expenditure reimbursements will be reimbursed on their semi-monthly payroll checks. These approved reimbursements will also be a non-taxable reimbursement.

F. BONDING

The following officials shall be covered by surety bonds; said surety bonds to be examined by the independent auditor to insure their proper execution:

Chief Financial Officer	Tax Collector	City Treasurer
Court Administrator	Municipal Court Judge(s)	Deputy Court Administrator(s)

Staff members of the Department of Finance and Tax Collection not covered by separate surety bonds shall be covered by a Public Employee's Faithful Performance Bond.

G. P-CARD PROGRAM

The City of Clifton currently has P-Cards (Purchase Cards) program with Bank of America. The Qualified Purchasing Agent (QPA) is designated the "Program Manager" is compliance with Local Finance Notice (LFN) 2018-13. Individual City Credit Cards are not authorized to be issued or used by any employee under the auspices of the City of Clifton.

H. CLAIMANT CERTIFICATION

Per City of Clifton Ordinance 7640-21, authorized by the New Jersey Department of Community Affairs with Local Finance Notice (LFN) 2018-13, purchase orders below the State authorized quote threshold, and vendors with contracts of file with the City's Legal Department do not require a signature from the Vendor. All Department Head must sign off on all other requirements of a purchase order in compliance with applicable Purchasing Laws.

I. ELECTRONIC FUNDS TRANSFER (EFT)

The Local Fiscal Affairs Law (N.J.S.A. 40A:5-16.5) has authorized Municipalities to pay vendor's electronically, in lieu of paper checks. Local Finance Notice (LFN) 2018-13 gives guidance on such policies required to protect the City. The Finance Office created a policy for EFTs, and shall be authorized to utilize EFTs as necessary (Resolution R438-20)

J. COMPLIANCE

The Cash Management Plan of the City of Clifton shall be subject to the approval of the City's Legal Counsel and shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

As stated in N.J.S.A. 40A:5-14, the official(s) charged with the custody of City funds shall deposit them as instructed by this Cash Management Plan and shall thereafter be relieved of any liability or loss due to the insolvency or closing of any designated depository.

If, at any time, this Cash Management Plan conflicts with any regulation of the State of New Jersey, or any department thereof, the applicable State regulations shall apply.

K. BANK SIGNATURES

All Bank Accounts with the City of Clifton require a minimum of two signatures to issue payment. Authorized City Employees are:

1. Chief Financial Officer – Joseph Kunz
2. City Manager – Dominick Villano
3. City Treasurer - Edith Mayton
4. City Comptroller – Jyoti Sharma

The exception to this rule is the Police Department's Forfeiture Fund, which requires both:

1. Chief Financial Officer
2. Police Chief

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 003-24

ITEM NAME: Resolution - 2025 Refund Cancellation Resolution

RECOMMENDATION: Approve

SUMMARY:

The Chief Financial Officer recommends the adoption of this Resolution.

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	12/23/2024	Cover Memo

**CITY OF CLIFTON
2025 REFUND CANCELLATION
RESOLUTION**

WHEREAS, the New Jersey Local Fiscal Affairs Law allow municipalities to cancel refunds of \$10.00 or less; and

WHEREAS, N.J.S.A. 40A:5-17.1 (b) states "...the governing body of a municipality may adopt a resolution authorizing a municipal employee chosen by the governing body to process, without further action on the part of the governing body, the cancellation of any property tax refund, delinquency, or the charges and fees imposed by the municipality of less than \$10.00"; and

WHEREAS, the Finance Office would like to streamline our record maintenance to be fiscally responsible and also include trust and escrow accounts;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Clifton, County of Passaic, State of New Jersey, that the Mayor and Council authorize the Chief Financial Officer, City Treasurer or City Comptroller to cancel all refunds due for up to \$10.00 as outlined in N.J.S.A. 40A:5-17.1;

BE IT FURTHER RESOLVED, that the Finance Office of the City of Clifton be authorized to cancel said balances and correct the City's financial records for these cancellations.

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 004-25

ITEM NAME: Resolution - 2025 Temporary Budget - Clifton Sewer Utility
RECOMMENDATION: Approve

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	12/30/2024	Cover Memo

**CITY OF CLIFTON
2025 TEMPORARY BUDGET
CLIFTON SEWER UTILITY**

WHEREAS, N.J.S.A. 40A:4-19 authorizes temporary appropriations to provide for the period between the beginning of the budget year and the adoption of the budget, where contracts, commitments or payments are to be made prior to the adoption of the budget for any fiscal year; and,

WHEREAS, contracts, commitments or payments are to be made by the City of Clifton Sewer Utility for the purpose and amounts requested in the manner and time therein provided; and

WHEREAS, the adoption of this resolution is prior to the 30th day of January 2025; and

WHEREAS, 26.25% of the total appropriations in the 2024 Sewer Utility Budget, exclusive of any appropriations made for deferred charge, debt service and capital improvement fund, is in the sum of \$2,756,196.98,

NOW, THEREFORE, BE IT RESOLVED, that the Temporary Appropriations Amendments are hereby authorized to provide for contracts, commitments, and payments prior to the adoption of the 2025 Sewer Utility Budget as follows:

<u>Sewer Department</u>	<u>Department Code</u>	<u>Amount</u>
Sewer / Storm System – Salaries	07-201-26-291-101	\$ 200,000.00
Sewer / Storm System – Expenses	07-201-26-291-405	\$ 100,000.00
Audit and Accounting	07-201-20-135-334	\$ 10,000.00
Insurance – General Liability	07-201-23-210-310	\$ 20,000.00
Insurance – Self-Insurance	07-201-23-215-340	\$ 20,000.00
Insurance – Group Health	07-201-23-220-310	\$ 140,000.00
Sewer Fees – Other	07-201-31-455-273	\$ 25,000.00
Sewer Fees – PVSC	07-201-31-455-290	\$ 2,111,196.98
Statutory Exp – Employer Taxes	07-201-36-472-300	\$ 30,000.00
Emergency Repairs	07-201-26-291-601	\$ 100,000.00

Total Temporary Budget Amendment: \$ 2,756,196.98

Debt Service Payments:

Bond Principal	07-201-45-920-342	\$ 1,650,000.00
Bond Interest	07-201-45-930-344	\$ 575,000.00
Note Interest	07-201-45-935-349	\$ 150,000.00
NJ Wastewater Trust	07-201-45-941-347	\$ 60,000.00

Total Debt Service for Sewer Utility: \$ 2,435,000.00

Total Temporary Budget and Debt Service: \$ 5,191,196.98

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 005-25

ITEM NAME: Resolution - 2025 Temporary Budget - Municipal Budget
RECOMMENDATION: Approve

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	12/30/2024	Cover Memo
	Back Up	12/26/2024	Budget Amendment

**CITY OF CLIFTON
2025 TEMPORARY BUDGET**

WHEREAS, N.J.S.A. 40A:4-19 authorizes temporary appropriations to provide for the period between the beginning of the budget year and the adoption of the budget, where contracts, commitments or payments are to be made prior to the adoption of the budget for any fiscal year; and,

WHEREAS, contracts, commitments or payments are to be made by the City of Clifton for the purpose and amounts requested in the manner and time therein provided; and,

WHEREAS, the adoption of this resolution is prior to the 30th day of January 2025; and,

WHEREAS, 26.25% of the total appropriations in the 2024 Municipal Budget, exclusive of any appropriations made for debt service, capital improvement fund, and public assistance is in the sum of \$33,621,332.96

NOW, THEREFORE, BE IT RESOLVED, that the Temporary Appropriations Amendments are hereby authorized to provide for contracts, commitments, and payments prior to the adoption of the 2025 Municipal Budget as follows:

<u>Department</u>	<u>Department Code</u>	<u>Amount</u>
See Attached Worksheets		
Total Temporary Budget Amendment:		<u>\$33,621,332.96</u>
<u>Debt Service Payments:</u>		
Bond Principal	01-201-45-920-342	\$ 5,200,000.00
Bond Interest	01-201-45-930-344	\$ 1,010,000.00
Note Interest	01-201-45-935-349	\$ 775,000.00
NJ Green Acres Trust	01-201-45-940-348	\$ 85,000.00
Total Debt Service for the City:		<u>\$ 7,070,000.00</u>
Total Temporary Budget and Debt Service:		<u>\$40,691,332.96</u>

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

City of Clifton - 2025 Temporary Budget

Municipal Council

01-201-20-110-102	Salaries	10,000.00
01-201-20-110-503	Other Expenses	2,500.00

City Manager

01-201-20-100-101	Salaries	200,000.00
01-201-20-100-320	Other Expenses	50,000.00

City Clerk

01-201-20-120-101	Salaries	100,000.00
01-201-20-120-248	Other Expenses	35,000.00

Personnel

01-201-20-105-101	Salaries	125,000.00
01-201-20-105-263	Other Expenses	150,000.00

Economic Development

01-201-20-170-320	Other Expenses	15,000.00
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M.I.S.

01-201-20-140-101	Salaries	125,000.00
01-201-20-140-320	Other Expenses	30,000.00

Cable TV

01-201-20-141-102	Salaries	35,000.00
01-201-20-141-242	Other Expenses	2,500.00

Financial Administration

01-201-20-130-101	Salaries	150,000.00
01-201-20-130-320	Other Expenses	250,000.00

Audit Expense

01-201-20-135-334	Other Expense	95,000.00
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Tax Assessor

01-201-20-145-101	Salaries	100,000.00
01-201-20-145-225	Other Expenses	50,000.00

Tax Collector

01-201-20-150-101	Salaries	100,000.00
01-201-20-150-224	Other Expenses	25,000.00

Advertising, Printing, Postage

01-201-20-106-312	Other Expenses	20,000.00
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Legal Services

01-201-20-155-101	Salaries	250,000.00
01-201-20-155-263	Other Expenses	150,000.00

City of Clifton - 2025 Temporary Budget

Engineering

01-201-20-165-101	Salaries	100,000.00
01-201-20-165-320	Other Expenses	100,000.00

Zoning and Planning

01-201-21-180-101	Salaries	60,000.00
01-201-21-180-320	Other Expenses	100,000.00

Environmental Protection Comm

01-201-27-335-226	Other Expenses	200.00
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Rent Leveling Board

01-201-22-196-263	Other Expenses	250.00
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Housing Director

01-201-21-190-101	Salaries	125,000.00
01-201-21-190-225	Other Expenses	15,000.00

Alcoholic Beverage Control

01-201-22-197-102	Salaries	2,500.00
01-201-22-197-248	Other Expenses	200.00

Traffic Safety Council

01-201-25-241-226	Other Expenses	200.00
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Fire Department

01-201-25-265-101	Salaries	5,000,000.00
01-201-25-265-600	Other Expenses	400,000.00

Police Department

01-201-25-240-101	Salaries	5,000,000.00
01-201-25-240-503	Other Expenses	300,000.00

Office Emergency Management

01-201-25-252-242	Other Expenses	3,000.00
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Health and Welfare

01-201-27-330-101	Salaries	275,000.00
01-201-27-330-208	Other Expenses	125,000.00

Hamilton House Expenses

01-201-27-332-503	Other Expenses	5,000.00
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Human Services

01-201-27-331-101	Salaries	100,000.00
01-201-27-331-503	Other Expenses	30,000.00

City of Clifton - 2025 Temporary Budget

Animal Control

01-201-27-340-101	Salaries	60,000.00
01-201-27-340-323	Other Expenses	7,500.00

Recreation

01-201-27-370-101	Salaries	135,000.00
01-201-27-370-522	Other Expenses	55,000.00

Senior Citizens

01-201-27-336-101	Salaries	75,000.00
01-201-27-336-522	Other Expenses	16,000.00

Arts Center

01-201-28-370-101	Salaries	30,000.00
01-201-28-370-224	Other Expenses	11,000.00

Sanitation

01-201-32-465-502	Contractual	5,000,000.00
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Buildings (DPW)

01-201-26-290-101	Salaries	150,000.00
01-201-26-290-219	Other Expenses	150,000.00

Roads Department

01-201-26-292-101	Salaries	450,000.00
01-201-26-292-219	Other Expenses	300,000.00

Public Works Administration

01-201-26-300-101	Salaries	150,000.00
01-201-26-300-242	Other Expenses	40,000.00

Recycling

01-201-26-305-101	Salaries	180,000.00
01-201-26-305-503	Other Expenses	7,000.00

Shade Tree

01-201-28-300-101	Salaries	175,000.00
01-201-28-300-503	Other Expenses	27,000.00

Vehicle Maintenance

01-201-26-315-101	Salaries	200,000.00
01-201-26-315-202	Other Expenses	250,000.00

Maintenance of Parks

01-201-28-375-101	Salaries	180,000.00
01-201-28-375-503	Other Expenses	50,000.00

City of Clifton - 2025 Temporary Budget

Construction Code

01-201-22-195-101	Salaries	185,000.00
01-201-22-195-320	Other Expenses	85,000.00

Public Defender

01-201-43-495-102	Salaries	35,000.00
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Municipal Court

01-201-43-490-101	Salaries	200,000.00
01-201-43-490-308	Other Expenses	100,000.00

Insurances

01-201-23-210-310	General Liability	2,000,000.00
01-201-23-215-340	Self Insurance Trust	180,000.00
01-201-23-220-310	Employee Group Health	6,477,890.60
01-201-23-221-111	Health Care Waiver	100,000.00

Purchase / Lease Vehicles

01-201-31-458-251		250,000.00
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Utilities

01-201-31-460-221	Gasoline	250,000.00
01-201-31-447-322	Fuel Oil (Diesel)	250,000.00
01-201-31-430-261	Electricity	300,000.00
01-201-31-440-269	Telephone	550,000.00
01-201-31-435-275	Street Lighting	300,000.00

Statutory Expenditures

01-201-36-472-300	Social Security	450,000.00
01-201-36-477-501	Defined Cont. Retire Plan	30,000.00

Grants

01-201-41-716-323	State Body Armor (BARF)	11,977.36
01-201-41-711-101	Senior Citizens Title IIIb	111,615.00
01-201-41-733-323	County Open Space - Anzaldi	225,000.00

Interlocal Service Agreements

01-201-42-490-503	Haz Mat Expenses	20,000.00
01-201-42-106-323	Hamilton House with County	0.00

Capital Improvement Fund

01-201-44-901-323	Capital Improvement Fund	0.00
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Grant Match

01-201-46-880-323	Grant Match	0.00
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Total 2024 Temporary Budget - Initial	<u>33,621,332.96</u>
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ITEM NUMBER: R 006-25

ITEM NAME: Resolution - 2025 Terminal Leave Payment Authorization
RECOMMENDATION: Approve

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
 Resolution	12/30/2024	Cover Memo

**CITY OF CLIFTON
2025 TERMINAL PAYMENT AUTHORIZATION
RESOLUTION**

WHEREAS, the City of Clifton has retired employees that are owed their prior year Terminal Leave payments; and

WHEREAS, the City Council may authorize said Terminal Leave payments prior to the adoption of the annual budget; and

WHEREAS, the Personnel Office and the Finance Office would like these payment to be made to the retired employees in a timely fashion;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Clifton, County of Passaic, State of New Jersey, that the Mayor and Council authorizes the Personnel Office and Payroll Department to pay said Terminal Leave payments as listed below:

<u>Retiree Department</u>	<u>Terminal Leave</u>
Police – Non-Uniform	\$ 2,171.54
Health & Welfare	\$ 5,157.99
Police Department	\$ 137,077.30
Fire Department	<u>\$ 329,550.70</u>
Total Payments	<u>\$ 473,957.53</u>

BE IT FURTHER RESOLVED, that any other retired employee, on file with the Payroll Supervisor prior to the adoption of the annual budget, should also be paid accordingly.

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 007-25

ITEM NAME: Resolution - Budget Appropriation Transfer Resolution - 2024 Municipal Budget

RECOMMENDATION: Approve

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
 Resolution	12/31/2024	Cover Memo

**CITY OF CLIFTON
RESOLUTION FOR BUDGET TRANSFERS
2024 APPROPRIATION RESERVES
CURRENT FUND #1**

WHEREAS, transfers between appropriation reserves are permitted by N.J.S.A. 40A:4-59 during the first three (3) months of the next succeeding fiscal year; and

WHEREAS, certain 2024 appropriation reserves are expected to be insufficient to meet expenditure requirements for 2024 liabilities, and certain 2024 appropriation reserves have funds available to offset these expenditure requirements;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Clifton (not less than two-thirds of the full membership thereof affirmatively concurring (5)) that the transfers listed below, between 2024 appropriation reserves, be made:

<u>Department</u>	<u>Account Number</u>	<u>Amount - Out</u>	<u>Amount - In</u>
Personnel – S&W	01-203-20-105-108		\$ 5,350.00
Tax Assessor – S&W	01-203-20-145-108		\$ 11,350.00
Finance – S&W	01-203-20-130-101	\$ 16,700.00	
Roads Dept – S&W	01-203-26-292-108		\$ 3,000.00
Public Works Admin. – S&W	01-203-26-300-108		\$ 11,100.00
Recycling – S&W	01-203-26-305-101	\$ 14,100.00	
Human Services – S&W	01-203-27-331-101		\$ 20,000.00
Public Parks & Rec – S&W	01-203-27-370-108		\$ 15,400.00
Health Dept – S&W	01-203-27-330-101	\$ 35,400.00	
Condo Service Act – OE	01-203-26-325-323		\$ 175,000.00
Tax Collector – S&W	01-203-20-150-101	\$ 50,000.00	
Legal Dept – S&W	01-203-20-155-101	\$ 25,000.00	
Health Care Waiver	01-203-23-221-111	\$ 25,000.00	
Sanitation – OE	01-203-32-465-502	\$ 75,000.00	
		<u>\$ 241,200.00</u>	<u>\$ 241,200.00</u>

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 008-25

ITEM NAME: Resolution Awarding Contract for Computer Components and Related Services to Precision Computer of Fort Lee

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description	Upload Date	Type
 Resolution	12/31/2024	Cover Memo

CITY OF CLIFTON

RESOLUTION AWARDING CONTRACT FOR COMPUTER COMPONENTS AND RELATED SERVICES TO PRECISION COMPUTER OF FORT LEE

WHEREAS, pursuant to resolution R R532-24, adopted November 18, 2024, the Purchasing Agent advertised for bids for the providing of Computer Components and Related Services; and

WHEREAS, in keeping with the commodity purchase history, the bid specifications requested unit prices for each item listed within the pricing form, 162 items in all, with unit prices prevailing, and no minimum or maximum quantity promised, as well as hourly rates for related services; and

WHEREAS, one (1) bid for as-needed Computer Components and Related Services was received and opened on December 17, 2024 from Precision Computer, Precision Computer of Fort Lee, located at 2415 Lemoine Avenue, Fort Lee, New Jersey 07024; and

WHEREAS, the Purchasing Agent concurs with the Management Information Systems Coordinator to award an as-needed contract to Precision Computer of Fort Lee for the contract period of January 1, 2025 through December 31, 2026, in a not to exceed amount of \$260,691.00 per year, applicable to all departmental usage; and

NOW, THEREFORE, BE IT RESOLVED, that the contract for furnishing and delivering Computer Components to the various departments of the City of Clinton, on an as-needed basis, is awarded to the sole bidder, Precision Computer of Fort Lee, 2415 Lemoine Avenue, Fort Lee, New Jersey 07024. The contract shall be for twenty-four (24) consecutive months with the City's option to renew for one two-year extensions at the same price, terms, and conditions in accordance with bids received December 17, 2024, for the period of January 1, 2025 through December 31, 2026, in a not to exceed amount of \$260,691.00 per year, and a not to exceed contract total amount of \$521,382.00; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are authorized to execute contract, upon approval by the Law Department;

BE IT FURTHER RESOLVED, that no services and/or goods shall commence prior to issuance of a properly executed Purchase Order by the Finance Department, with budget appropriations considered.

CERTIFICATION OF FUNDS: funds shall be charged accordingly as expenses occur with the presentation of a properly executed purchase order, pending budget adoption and appropriation.


Joseph D. Kunz, CFO

12/31/2024
Date

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 009-25

ITEM NAME: Resolution Authorizing Purchase of One (1) 2025 Ford F-250XL 4WD Super Cab from Nielsen Ford LLC off the NJ State Contract Purchasing Program

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	12/31/2024	Cover Memo

CITY OF CLIFTON
RESOLUTION AUTHORIZING PURCHASE OF ONE (1) 2025 FORD F-250 XL 4WD
SUPER CAB FROM NIELSEN FORD LLC OFF THE NJ STATE CONTRACT
PURCHASING PROGRAM PURSUANT TO N.J.S.A. 40A:11-12a

WHEREAS, the City of Clifton Fire Department has a need to purchase One (1) 2025 Ford F-250 Super Cab from Nielsen Ford, LLC, which is available off of New Jersey State Contract; and

WHEREAS, Nielsen Ford of Morristown, LLC located at 170 Ridgedale Ave., Morristown, NJ 07960 has been awarded the NJ State Contract No. 23-FLEET-34933, T2776 Police Pursuit and Special Service Vehicles: Gasoline, Hybrid and Plug-In Hybrid Engines; and

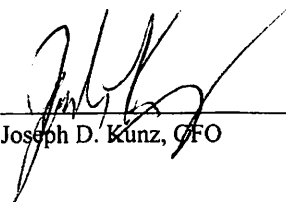
WHEREAS, NJ State Contract 23-FLEET-34933 has been awarded to Nielsen of Morristown, LLC for a term of June 18, 2020 to June 17, 2025; and

WHEREAS, pursuant to said Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the Municipal Council wishes to authorize the aforesaid mentioned purchases and delegate the power to make the same to the following named official: Amisha J. Jariwala, Purchasing Agent upon the terms and conditions hereafter stated; and

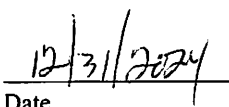
NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Council do hereby approve and authorize the aforementioned purchase above from Nielsen of Morristown, LLC located at 170 Ridgedale Ave., Morristown, NJ 07960, upfitted according to the need of the Fire Department in an amount not to exceed \$81,735.73, off the New Jersey State Contract No. 23-FLEET-34933, pursuant to the above N.J.S.A. 40A:11-12a.

CERTIFICATION OF FUNDS:

Funds shall be derived from account
04-215-55-978-304



Joseph D. Kunz, CFO



Date

Adopted: January 8, 2024

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 010-25

ITEM NAME: Resolution Authorizing the Award of a Contract to Fernandez Translating Services for Municipal Court Interpreter Spanish Morning and Afternoon Sessions

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/2/2025	Cover Memo

**CITY OF CLIFTON
RESOLUTION AWARD OF CONTRACT FOR MUNICIPAL COURT
INTERPRETER SPANISH MORNING AND AFTERNOON SESSIONS**

WHEREAS, pursuant to resolution R531-24, the City advertised for bids for the above Municipal Court Interpreter Spanish Morning and Afternoon Sessions; and

WHEREAS, the Purchasing Agent did advertise for the above, and on December 17, 2024 received one (1) responsive bid from Fernandez Translating Services, located at 43 Myron Street, Clifton, NJ 07013; and

WHEREAS, the Purchasing Agent concurs with the Municipal Court Administrator to award an as-needed contract to Fernandez Translating Services for the contract period of January 1, 2025 through December 31, 2026, in a not to exceed amount of \$60,000.00 per year; and

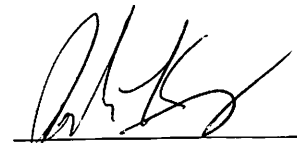
NOW, THEREFORE, BE IT RESOLVED, that the contract for the providing of Municipal Court Interpreter Spanish Morning and Evening Sessions, on an as-needed basis, is awarded to the sole bidder, Fernandez Translating Services, located at 43 Myron Street, Clifton, NJ 07013. The contract shall be for twenty-four (24) consecutive months with the City's option to renew for one two-year extensions at the same price, terms, and conditions in accordance with bids received December 17, 2024, for the period of January 1, 2025 through December 31, 2026, in a not to exceed amount of \$60,000.00 per year, and a not to exceed contract total amount of \$120,000.00; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are authorized to execute contract, upon approval by the Law Department;

BE IT FURTHER RESOLVED, that no services and/or goods shall commence prior to issuance of a properly executed Purchase Order by the Finance Department, with budget appropriations considered.

CERTIFICATION OF FUNDS: funds shall be charged accordingly as expenses occur with the presentation of a properly executed purchase order, pending budget adoption and appropriation

In the 2025 Municipal Budget,



Joseph D. Kunz, CFO
1/21/2025

Adopted: January 8, 2024

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 011-25

ITEM NAME: Resolution Authorizing the Award of a Contract to Gallagher Benefit Services for Salary Evaluations and Corrections for the Confidential Employees of the City of Clifton

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/2/2025	Cover Memo

CITY OF CLIFTON .

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO GALLAGHER
BENEFIT SERVICES FOR SALARY EVALUATIONS AND CORRECTIONS FOR
CONFIDENTIAL EMPLOYEES OF THE CITY OF CLIFTON**

WHEREAS, the City of Clifton has a need to evaluate and undergo corrections for the salaries of Confidential positions including certain other positions; and

WHEREAS, the City of Clifton has solicited proposals for salary evaluations and corrections for confidential employees as part of an effort to ensure fair and equitable compensation; and

WHEREAS, the City received two (2) proposals for the project from the following firms:

	Total Cost
1. Gallager Benefit Services (40 positions)	\$42,850.00
2. The Lindenberger Group (37 positions).	\$9,550.00
3. Willis Towers and Watson	No Response

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44-A-20.5; and

WHEREAS, the estimated value of the contract is expected to be in excess of \$17,500.00; and

WHEREAS, the Business Entity Disclosure Certification has been received from Gallager Benefit Services. and is incorporated in the contract awarded hereby; and

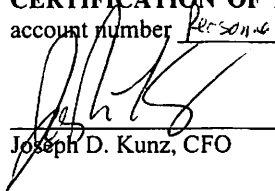
WHEREAS, the proposal from Gallager Benefit Services has been deemed the most suitable based on their extensive experience, resources, and expertise in human resources and compensation consulting, as evidenced by their successful work with other entities; and

WHEREAS, the City has reviewed both proposals and concluded that the additional cost associated with Gallager Benefit Services is justified based on their established track record and the complexity of the project, ensuring a higher level of service and outcomes that meet the City's needs for the evaluation and correction of confidential employee salaries; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Municipal Council that the contract (by way of a purchase order) for above services be awarded to the. Gallager Benefit Services, located at 2850 Golf Road 10sw27 Rolling Meadows ,IL 60008 in an amount not to exceed \$42,850.00. Term of contract shall commence January 1, 2025 and end on December 31, 2025; and

BE IT FURTHER RESOLVED, that no services and/or goods shall commence prior to the issuance of a Purchase Order by the Finance Department.

CERTIFICATION OF FUNDS: Funds are available upon adoption of the 2025 budget in account number Personnel Expenses


Joseph D. Kunz, CFO

11/2/2025
Date

January 08, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 012-25

ITEM NAME: Resolution Awarding Contract for Provision of Veterinary Services to the Animal Shelter of the City of Clifton for 2025

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/2/2025	Cover Memo

RESOLUTION AWARDING CONTRACT FOR PROVISION OF VETERINARY SERVICES TO THE ANIMAL SHELTER OF THE CITY OF CLIFTON FOR 2025

WHEREAS, the Health Officer solicited informal proposals for the provision of certain veterinary services to the Animal Shelter of the City of Clifton and all Clifton veterinarians for 2025; and

WHEREAS, these services shall be as follows:

Examination

FiV FeLV Test (Feline) or Heartworm Test (Canine)

Revolution (Feline) or Frontline (Canine)

Dewormer

Vaccinated against Rabies & Distemper

WHEREAS, in response thereto, one (1) informal proposal was received, wherein the Friends of the Shelter, Inc., a 501C(3) non-profit corporation, has offered to provide veterinary services to the City of Clifton Animal Shelter through utilization of various licensed veterinarian subcontractors, at the favorable rate of \$130.00 flat fee per dog and \$130.00 flat fee per cat; and

WHEREAS, a report was submitted to the City Manager wherein the Health Officer recommends the award of a contract for said services to Friends of the Shelter, Inc., which provided the sole and lowest quotation as aforesaid; and

WHEREAS, the contract is within the bidding threshold and therefore may be awarded without public advertising for bids and bidding therefor under *N.J.S.A. 40A:11-5 et seq.*; and

WHEREAS, this award is of a non-fair and open contract in accordance with *N.J.S.A. 199:44-A-20.5*, and, therefore, the Business Entity Disclosure Certification has been received from the contractor and is incorporated into the contract awarded hereby, along with the Determination of Value; and

WHEREAS, the value of the contract is not to exceed \$52,500.00 and the duration of the contract is for one year; and

WHEREAS, there are funds available for the payment of the services, and the Chief Financial Officer has certified the availability of funds hereon;

NOW, THEREFORE, BE IT RESOLVED, that a contract for the provision of veterinarians to provide certain veterinary services to the Animal Shelter located on the City Hall site, be and the same is hereby awarded to the Friends of the Shelter, Inc., of Clifton, N.J., at the aforesaid rates, the total price not to exceed \$52,500.00; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton; and

BE IT FURTHER RESOLVED, that the original of this resolution and the contract above referred to be placed on file and made available for public inspection in the Office of the City Clerk of the City of Clifton.

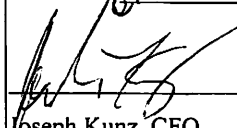
CERTIFICATION OF FUNDS:

Funds are available in

Account #

subject to adoption of 2025 Municipal Budget

01-201-27-310-33


Joseph Kunz, CFO

Date:

11/2/2025

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 013-25

ITEM NAME: Resolution Awarding Professional Services Contract for Lead Testing Laboratory Services to EMSL Analytical, Inc. - January 1, 2025 Thru December 31, 2025

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/3/2025	Cover Memo

**RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT
FOR LEAD TESTING LABORATORY SERVICES
TO EMSL ANALYTICAL, INC.
JANUARY 1, 2025 THRU DECEMBER 31, 2025**

WHEREAS, the City of Clifton Health Officer requested a quote from EMSL Analytical, Inc., the New Jersey State licensed professional analytical laboratory for performing certain lead test evaluation services as required by the City of Clifton; and

WHEREAS, EMSL Analytical, Inc., located at 200 Route 130 North, Cinnaminson NJ 08077, is a New Jersey State licensed and authorized lead testing analytical laboratory; and

WHEREAS, services to be performed are professional services within the meaning of the local public contracts law N.J.S.A. 40A:11-1 et seq., and accordingly, a contract may be awarded therefore without public advertising for bids and bidding in accordance with N.J.S.A. 40A:11-5 et seq.; and

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44-a-20.4 et seq; and

WHEREAS, the estimated value of the contract is expected to be in excess of \$17,500.00; and

WHEREAS, the business entity disclosure certification has been received from EMSL Analytical, Inc. and is incorporated in the contract awarded hereby, along with the determination of value; and

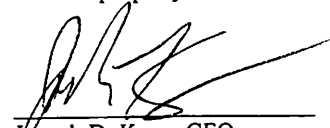
WHEREAS, the City is aware of EMSL's pending application with the State of New Jersey to qualify as a State Contract Vendor; and

NOW, THEREFORE, BE IT RESOLVED, that a professional services contract for Lead Testing Laboratory Services is hereby awarded to EMSL Analytical, Inc., 200 Route 130 North, Cinnaminson NJ 08077 in an amount not to exceed a total of \$60,000, for the contract period of January 1, 2025 thru December 31, 2025; and

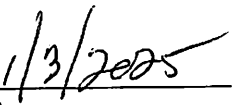
BE IT FURTHER RESOLVED, that in the event EMSL qualifies as a State Contract Vendor, and their State Contract price is lower than what has been offered to the City, the City expressly reserves the right to cancel this contract and retain EMSL's services by way of State Contract; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton. and that the original of this Resolution and the contract above referred to be placed on file and made available for inspection at the office of the City Clerk of the City of Clifton; and

CERTIFICATION OF FUNDS: funds are available under account number 15-286-56-028-001 Lead-Based Paint Inspections Trust, and said funds are to be offset by fees collected from affected property owners.



Joseph D. Kunz, CFO



Date

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 014-25

ITEM NAME: Resolution Awarding Professional Services Contract for Training Course for Addressing Opioid Use Disorder to Z School-Stillman School of Business at Seton Hall University (Police Department)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/3/2025	Cover Memo

**RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT
FOR TRAINING COURSE FOR ADDRESSING OPIOID USE DISORDER
TO Z SCHOOL -STILLMAN SCHOOL OF BUSINESS AT SETON HALL
UNIVERSITY – (POLICE DEPARTMENT)**

WHEREAS, the Clifton Police Department is committed to enhancing the effectiveness and preparedness of its officers in addressing critical public health and safety issues, including the ongoing opioid crisis, which continues to severely impact the citizens of Clifton; and

WHEREAS, the Department has identified the need for additional training to better equip officers with the knowledge and practical techniques necessary for addressing opioid use disorder and co-occurring conditions; and

WHEREAS, Z- School Seton Hall University -Stillman School of Business, Inc., located at 511 South Orange Avenue# 2140, Newark NJ 07103, offers an online, on-demand training course titled "*Operational Readiness for Police Officers: Effective Strategies & Practical Techniques for Addressing Opioid Use Disorder and Co-occurring Conditions*", which aligns with the training needs identified by the Department; and

WHEREAS, services to be performed are professional services within the meaning of the local public contracts law N.J.S.A 40A:11-1 et seq., and accordingly, a contract may be awarded therefore without public advertising for bids and bidding in accordance with N.J.S.A. 40A:11-5 et seq.; and

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44-a-20.4 et seq; and

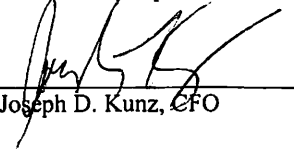
WHEREAS, the estimated value of the contract is expected to be in excess of \$17,500.00; and

WHEREAS, the business entity disclosure certification has been received from Z- School Seton Hall University -Stillman School of Business, Inc. and is incorporated in the contract awarded hereby, along with the determination of value; and

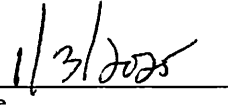
NOW, THEREFORE, BE IT RESOLVED, that a professional services contract for Lead Testing Laboratory Services is hereby awarded to Z- School Seton Hall University - Stillman School of Business, Inc., located at 511 South Orange Avenue# 2140, Newark NJ 07103 in an amount not to exceed a total of \$72,000; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton. and that the original of this Resolution and the contract above referred to be placed on file and made available for inspection at the office of the City Clerk of the City of Clifton; and

CERTIFICATION OF FUNDS: Funds are available under account number 15-286-58-001-001 National Opioid Settlement account.



Joseph D. Kunz, CFO



Date

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 015-25

ITEM NAME: Resolution Awarding Professional Services Contract for Training Course for Youth Mental Health First Aid Instructor Course to National Council for Mental Wellbeing (Health Department)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/3/2025	Cover Memo

**RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT
FOR TRAINING COURSE FOR YOUTH MENTAL HEALTH FIRST AID
INSTRUCTOR COURSE TO NATIONAL COUNCIL FOR MENTAL WELLBEING
(HEALTH DEPARTMENT)**

WHEREAS, the Clifton Health Department recognizes the growing need for mental health support among youth in the community, particularly as mental health concerns continue to rise, affecting the well-being of children and adolescents; and

WHEREAS, the Health Department has identified an opportunity to train sixteen (16) employees to become certified Youth Mental Health First Aid Instructors through the National Council for Mental Wellbeing, which offers this specialized training program; and

WHEREAS, National Council for Mental Wellbeing, located at 1400 K Street NW, Suite 400, Washington D.C., 20005, offers an online/in person, on-demand training course and this training will equip the Health Department's employees with the skills and knowledge necessary to teach and provide critical mental health first aid to youth in the Clifton community, enhancing the Department's capacity to address mental health challenges proactively; and

WHEREAS, services to be performed are professional services within the meaning of the local public contracts law N.J.S.A. 40A:11-1 et seq., and accordingly, a contract may be awarded therefore without public advertising for bids and bidding in accordance with N.J.S.A. 40A:11-5 et seq.; and

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44-a-20.4 et seq; and

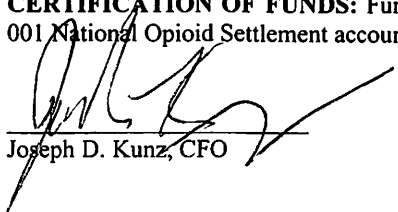
WHEREAS, the estimated value of the contract is expected to be in excess of \$17,500.00; and

WHEREAS, the business entity disclosure certification has been received from the National Council for Mental Wellbeing, and is incorporated in the contract awarded hereby; and

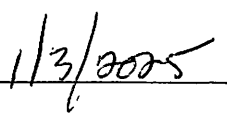
NOW, THEREFORE, BE IT RESOLVED, that a professional services contract for Lead Testing Laboratory Services is hereby awarded to National Council for Mental Wellbeing, located at 1400 K Street NW, Suite 400, Washington D.C., 20005 in an amount not to exceed a total of \$26,000 ; and

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton, and that the original of this Resolution and the contract above referred to be placed on file and made available for inspection at the office of the City Clerk of the City of Clifton; and

CERTIFICATION OF FUNDS: Funds are available under account number 15-286-58-001-001 National Opioid Settlement account.



Joseph D. Kunz, CFO



Date

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 016-25

ITEM NAME: Resolution Awarding Contract for Purchase of Draeger Alcotest 9510 System to Conduct Breath Alcohol Test on Suspects of Drunk Driving from Draeger, Inc. for the Police Department of the City of Clifton

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/2/2025	Cover Memo

**RESOLUTION AWARDING CONTRACT
FOR PURCHASE OF DRAEGER ALCOTEST 9510 SYSTEM TO CONDUCT
BREATH ALCOHOL TEST ON SUSPECTS OF DRUNK DRIVING
FROM DRAEGER INC. FOR THE POLICE DEPARTMENT OF THE CITY OF
CLIFTON**

WHEREAS, the Clifton Police Department is required to purchase the Draeger Inc Alcotest 9510 system (part number #4412301) as mandated by the New Jersey State Police for testing individuals arrested on suspicion of driving under the influence (DUI); and

WHEREAS, Draeger Inc., located at 7256 S. Sam Houston Parkway West, Suite 100 Houston TX 77085 will be used to conduct breath alcohol tests on suspects of drunk driving, replacing the current model that will no longer be permissible once the new device is implemented, and officers are trained; and

WHEREAS, services to be performed are professional services within the meaning of the local public contracts law N.J.S.A 40A:11-1 et seq., and accordingly, a contract may be awarded therefore without public advertising for bids and bidding in accordance with N.J.S.A. 40A:11-5 et seq.; and

WHEREAS, this award is of a non-fair and open contract in accordance with N.J.S.A. 19:44-a-20.4 et seq; and

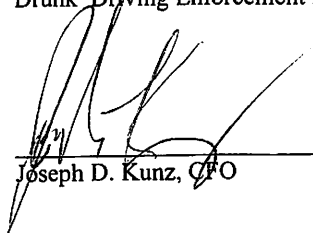
WHEREAS, the estimated value of the contract is expected to be in excess of \$17,500.00; and

WHEREAS, the business entity disclosure certification has been received from Draeger Inc. and is incorporated in the contract awarded hereby, along with the determination of value; and

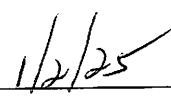
NOW, THEREFORE, BE IT RESOLVED, that a professional services contract for Purchase of Alcotest 9510 is hereby awarded to Draeger Inc., 7256 S. Sam Houston Parkway West, Suite 100 Houston TX 77085 in an amount not to exceed a total of \$22,822.50, for the contract period of January 1, 2025 thru December 31, 2025; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute a contract on behalf of the City of Clifton. and the original of this Resolution and the contract above referred to be placed on file and made available for inspection at the office of the City Clerk of the City of Clifton; and

CERTIFICATION OF FUNDS: funds are available under account number 02-213-40-705-004 Drunk Driving Enforcement Fund.



Joseph D. Kunz, CFO



Date

Adopted: January 8, 2024

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 017-25

ITEM NAME: Resolution Authorizing City of Clifton Qualified Purchasing Agent to Procure Goods & Services via New Jersey State Approved Cooperative Contracts

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/3/2025	Cover Memo

**RESOLUTION AUTHORIZING CITY OF CLIFTON
QUALIFIED PURCHASING AGENT TO PROCURE GOODS & SERVICES
VIA NEW JERSEY STATE APPROVED COOPERATIVE CONTRACTS**

WHEREAS, the State of New Jersey State promulgates contracts under the Division of Purchase and Property, which are acceptable for municipalities to procure goods and services through pursuant to N.J.S.A. 40A:11-5 (2), which acknowledges that purchases made from such New Jersey State approved cooperative contracts as aforementioned are bid exempt when used by the City; and,

WHEREAS, pursuant to N.J.A.C. 5:34-7.1 *et seq.*, by approval of application (NJ State form CP-2001), the Division of Local Government Services (DLGS) authorizes New Jersey State Counties, Educational Service Commissions, and Municipalities to act as lead agencies for cooperative purchasing systems which must follow Local Public Contracts Law (N.J.S.A. 40A:11-1 *et seq.*); and,

WHEREAS, the City of Clifton has participated as an official member in the following New Jersey-based, DLGS approved cooperative purchasing systems: Bergen County Cooperative Purchasing and Pricing Systems (BCCPS); Educational Services Commission of New Jersey (ESCNJ); Hunterdon County Educational Services Commission Cooperative Pricing System (HCESE); Morris County Cooperative Pricing Council (MCCPC); Passaic County Cooperative Pricing System (#38PCCP) (PCCP); Somerset County Cooperative Pricing System (#2SOCCP); and,

WHEREAS, the aforementioned New Jersey State contracts and the above DLGS authorized cooperative pricing systems are subject to the P.L. 2004, Chapter 19, N.J.S.A. 19:44A-20.4 *et seq.* (New Jersey Local Unit Pay-To-Play Law), and are procured pursuant to a fair and open manner, in accordance with N.J.S.A. 40A:11-1 *et seq.*, in which all due diligence, such as advertising and public opening of bids and proposals, and contract award by resolution, are accomplished and verified by each lead agency; and,

WHEREAS, under the above stated conditions, no further due diligent action is required by the City of Clifton in order to utilize the contracts referenced above; and,

WHEREAS, pursuant to N.J.S.A. 40A:11-1 *et seq.*, the City may authorize the appointed Qualified Purchasing Agent, to procure via the aforementioned New Jersey State promulgated and authorized cooperative contracts, in an amount not to exceed the bid threshold, fund availability prevailing; and,

WHEREAS, this resolution does not alter the Municipal Council's Rules of Order No.4, which states that the City Manager shall incur no expense exceeding \$17,500.00 except where authorized by law or the Municipal Council, which remains in effect; and,

WHEREAS, the Purchasing agent shall be required to present any such purchasing requests that exceed the bid threshold for Governing Body approval, prior to purchase order generation; and,

WHEREAS, this Resolution is in the best interest of the City, as it will allow the City to optimize operational productivity, with increased efficiency for all affected departments, effectually reducing repetitive document processes, while ensuring compliance with applicable New Jersey State laws and rules, fully respective of the City's governing body authority; and,

NOW THEREFORE, BE IT RESOLVED that the Mayor and Municipal Council do hereby approve and authorize as follows:

1. The Mayor and Municipal Council do hereby authorize the Qualified Purchasing Agent to procure goods and services via New Jersey State and New Jersey State DLGS approved cooperative pricing contracts, in an amount not to exceed the bid threshold.
2. The Qualified Purchasing Agent shall be required to present to the Mayor and Municipal Council any such purchases via New Jersey State cooperative contracts that exceed the bid threshold.
3. Procurement under this resolution shall be certified at the time of purchase, with the presentation of a properly executed purchase order.

Therefore, let this resolution take effect immediately.

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 018-25

ITEM NAME: Resolution Designating the City of Clifton's Code Blue Warming Center the "Councilwoman Lauren E. Murphy Code Blue Warming Center"

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/2/2025	Cover Memo

RESOLUTION DESIGNATING THE CITY OF CLIFTON'S CODE BLUE WARMING CENTER THE "COUNCILWOMAN LAUREN E. MURPHY CODE BLUE WARMING CENTER"

WHEREAS, the City of Clifton, Department of Health operates a Code Blue Warming Center; and

WHEREAS, the City is desirous of honoring the memory of Councilwoman Lauren E. Murphy; and

WHEREAS, Lauren became a Councilmember in 2015 until her death in 2024; and

WHEREAS, Lauren established the Homeless Committee in December of 2017 and had a lifetime commitment to helping those most vulnerable to homelessness and food insecurity. She was dedicated to trying to raise people up in their lives by finding them employment and letting them feel the American Dream;

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council of the City of Clifton that the City of Clifton Code Blue Warming Center shall hereby be designated as the "Councilwoman Lauren E. Murphy Code Blue Warming Center."

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 019-25

ITEM NAME: Resolution Rejecting Bid for Revaluation Services

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/3/2025	Cover Memo

RESOLUTION REJECTING BID FOR REVALUATION SERVICES

WHEREAS, the Mayor and Council of the City of Clifton authorized proposals to be solicited for Revaluation of Commercial, Residential and Real Properties within the City of Clifton for the 2025 property tax year with the return date for said proposals on November 14, 2024 with no proposals received; and

WHEREAS, the City readvertised the request for proposals with the return date for said proposals on December 19, 2024 with one proposal received from Appraisal Systems, Inc. of 264 South Street, Building 2, Suite 1B, Morristown, New Jersey 07960 in the amount of \$3,500,000; and

WHEREAS, the proposal from Appraisal Systems, Inc. contemplated a revaluation for the 2027 tax year and therefore was not a responsible proposal; and

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provisions of the Local Public Contracts Law, the proposal received on December 19, 2024 for revaluation services is rejected for the following reasons:

- 1) The proposal received was non-compliant; and
- 2) The City of Clifton wishes to rewrite the specifications.

BE IT FURTHER RESOLVED, that the Purchasing Agent is hereby authorized to solicit proposals for Revaluation Services for the 2026 property tax year.

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 020-25

ITEM NAME: Resolution for Appointment of Special Police Officers
RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	12/30/2024	Cover Memo

**CITY OF CLIFTON
RESOLUTION FOR APPOINTMENT OF
SPECIAL POLICE**

BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, that the following Special Police be and are hereby appointed for a term, commencing on January 1, 2025 through December 31, 2025:

John Kavakich
Robert Markson

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 021-25

ITEM NAME: Resolution for Reappointment of Members to the Clifton Senior Citizens Advisory Committee

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/2/2025	Cover Memo

**CITY OF CLIFTON
RESOLUTION FOR REAPPOINTMENT OF
MEMBERS TO THE CLIFTON SENIOR CITIZENS ADVISORY COMMITTEE**

WHEREAS, the Mayor and Council of the City of Clifton, County of Passaic, State of New Jersey are in receipt of a reappointment form from the secretary of the Clifton Senior Citizens Advisory Committee recommending reappointment of the following members:

Christine Liszner	Walter Koenig
Marion Mascone	Michael Cervine
Ellen M. Kiraly	Thomas Dzubina
Joyce O'Hara	

WHEREAS, said members' term expired on December 31, 2024; and

WHEREAS, said members are being reappointed to the Clifton Senior Citizens Advisory Committee for a term of three years commencing on January 1, 2025 through December 31, 2027; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the City of Clifton, County of Passaic, State of New Jersey that the members listed above be and are hereby reappointed for a three-year term to the Senior Citizens Advisory Committee, commencing on January 1, 2025 through December 31, 2027;

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 022-25

ITEM NAME: Resolution of Congratulations Upon Retirement - Omnibus Operator
Panagiotis Vasilopoulos

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

	Description	Upload Date	Type
	Resolution	1/2/2025	Cover Memo

**RESOLUTION OF CONGRATULATIONS UPON RETIREMENT –
OMNIBUS OPERATOR
PANAGIOTIS VASILOPOULOS**

WHEREAS, January 2, 2025, Omnibus Operator, Panagiotis Vasilopoulos, officially retired from his position with the City of Clifton; and

WHEREAS, he was appointed as an omnibus operator on June 19, 2002, and his retirement will conclude a twenty three-year career in service to the public and the City of Clifton; and

WHEREAS, throughout his career, he has always displayed an attitude of professionalism and dedication to duty; and

WHEREAS, he has been a credit to the City of Clifton during this time, and this Governing Body wishes to acknowledge his service to the City;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Members of the Municipal Council of the City of Clifton do hereby extend to

**OMNIBUS OPERATOR
PANAGIOTIS VASILOPOULOS**

their sincere congratulations and thanks for a job well done, as well as their best wishes for continued good health, peace and happiness in his retirement; and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting, and a copy thereof presented to **PANGIOTIS VASILOPOULOS**.

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R

ITEM NAME: Resolution Proclaiming March 12, 2025 as Registered Dietitian Nutritionist Day

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	1/6/2025	Cover Memo

**CITY OF CLIFTON
RESOLUTION PROCLAIMING MARCH 12, 2025 AS
REGISTERED DIETITIAN NUTRITIONIST DAY**

WHEREAS, Registered Dietitian Nutritionists are the food and nutrition experts who can translate the science of nutrition into practical solutions for healthy living; and

WHEREAS, Registered Dietitian Nutritionists have degrees in nutrition, dietetics, public health or a related field from well-respected, accredited colleges and universities, completed an internship and passed an examination; and

WHEREAS, Registered Dietitian Nutritionists use their nutrition expertise to help individuals make unique, positive lifestyle changes; and

WHEREAS, Registered Dietitian Nutritionists work throughout the community in hospitals, schools, public health clinics, nursing homes, fitness centers, food management, food industry, universities, research and private practice; and

WHEREAS, Registered Dietitian Nutritionists are advocates for advancing the nutritional status of Americans and people around the world;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Clifton hereby proclaim March 12, 2025 as

REGISTERED DIETITIAN NUTRITIONIST DAY

and encourage all citizens to recognize the contributions of Registered Dietitian Nutritionists and express appreciation for their commitment to promoting science-based nutrition in the hope of achieving optimum health for both today and tomorrow.

Adopted: January 21, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: R 023-25

ITEM NAME: Resolution Authorizing Execution of Subordination Agreement Between City of Clifton and Guaranteed Rate, Inc. (Its Successors and/or Assigns) as their Interest May Appear (Rosemarie Carlee)

RECOMMENDATION:

SUMMARY:

ATTACHMENTS:

Description		Upload Date	Type
	Resolution	12/30/2024	Cover Memo

**RESOLUTION AUTHORIZING EXECUTION OF SUBORDINATION AGREEMENT
BETWEEN CITY OF CLIFTON AND GUARANTEED RATE, INC. (ITS
SUCCESSORS AND/OR ASSIGNS), AS THEIR INTEREST MAY APPEAR
(ROSEMARIE CARLEE)**

WHEREAS, in conjunction with a Clifton Housing Improvement Program (CHIP) grant to Rosemarie Carlee, a mortgage loan dated January 24, 2023, recorded April 25, 2023, in the amount of \$9,500.00 was given by the City of Clifton for property situated at Block 25.02, Lot 23, 301 Valley Road, Clifton, New Jersey; and

WHEREAS, the said Rosemarie Carlee, has requested that the City of Clifton subordinate this mortgage to a mortgage given by Guaranteed Rate, Inc. (its successors and/or assigns), as their interest may appear, to Rosemarie Carlee; and

WHEREAS, such a subordination is within the regulations established for the Clifton Home Improvement Program (CHIP); and

WHEREAS, the Director of Community Development has no objection to the request of Rosemarie Carlee, to subordinate Clifton's \$9,500.00 mortgage;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and the Municipal Council of the City of Clifton, that the Mayor and City Clerk be and they are hereby authorized to execute a Subordination Agreement as set forth above, in a form satisfactory to the Law Department.

Adopted: January 8, 2025

Nancy Ferrigno, City Clerk

ITEM NUMBER: L- 1

ITEM NAME: City Relief
RECOMMENDATION:

SUMMARY:
New York City Relief, Inc,
t/a City Relief
35 Hazel St., Clifton, NJ 07011
Final Approval
Restaurant - new

ATTACHMENTS:

Description	Upload Date	Type
☐ City Relief - Final Approval	12/19/2024	Cover Memo

RESOLUTION FOR FINAL APPROVAL

BE IT RESOLVED, THAT THE APPLICATION OF NEW YORK CITY RELIEF, INC

T/A CITY RELIEF

for permission to conduct a: RESTAURANT

for a period ending January 31, 2025 on the premises known as:

35 HAZEL ST CLIFTON, NJ 07011

be and the same is hereby approved and licenses so issued in the compliance with the approval of
the Board of Health, Fire Department, Police and Zoning Officer.

FOR OFFICE USE ONLY:

LICENSE #

ISSUED

ADOPTED _____

ATTEST _____

CITY CLERK

ITEM NUMBER: L- 2

ITEM NAME: Just Salad Store #94
RECOMMENDATION:

SUMMARY:
Just Salad 225 Allwood Road, LLC
t/a Just Salad Store #94
225 Allwood Rd., Clifton, NJ 07012
Final Approval
Restaurant - continued use

ATTACHMENTS:

Description		Upload Date	Type
	Just Salad Store #94 - Final Res	12/19/2024	Cover Memo

RESOLUTION FOR FINAL APPROVAL

BE IT RESOLVED, THAT THE APPLICATION OF JUST SALAD 225 ALLWOOD ROAD LLC

T/A JUST SALAD STORE #94 CLIFTON, NJ

for permission to conduct a: RESTAURANT

for a period ending January 31, 2025 on the premises known as:

225 ALLWOOD RD CLIFTON, NJ 07012

be and the same is hereby approved and licenses so issued in the compliance with the approval of
the Board of Health, Fire Department, Police and Zoning Officer.

FOR OFFICE USE ONLY:

LICENSE #

ISSUED

ADOPTED _____

ATTEST _____

CITY CLERK

ITEM NUMBER: L- 3

ITEM NAME: Sodexo Magic-HMH School of Medicine
RECOMMENDATION:

SUMMARY:
Sodexo Majic, LLC
t/a Sodexo Magic-HMH School of Medicine
340 Kingsland St., Nutley, NJ 07110 (123 Metro Blvd., Clifton)
Final Approval
Restaurnt - continued use

ATTACHMENTS:

Description		Upload Date	Type
	Sodexo Magic-HMH School of Medicine - Final Approval	12/19/2024	Cover Memo

RESOLUTION FOR FINAL APPROVAL

BE IT RESOLVED, THAT THE APPLICATION OF SODEXO MAGIC LLC

T/A SODEXO MAGIC-HMH SCHOOL OF MEDICINE

for permission to conduct a:

RESTAURANT-CONTINUED USE

for a period ending January 31, 2025 on the premises known as:

340 KINGSLAND ST NUTLEY, NJ 07110 (123 METRO BLVD)

be and the same is hereby approved and licenses so issued in the compliance with the approval of
the Board of Health, Fire Department, Police and Zoning Officer.

FOR OFFICE USE ONLY:

LICENSE #

ISSUED

ADOPTED _____

ATTEST _____

CITY CLERK

ITEM NUMBER: L- 4

ITEM NAME: Kashan Indian Kitchen & Bar
RECOMMENDATION:

SUMMARY:
HNM Foods, LLC
t/a Kashan Indian Kitchen & Bar
50 Market St, Clifton, NJ 07012
Final Approval
Restaurant - continued use

ATTACHMENTS:

Description		Upload Date	Type
	Kashan Indian Kitchen & Bar - Final Approval	12/19/2024	Cover Memo

RESOLUTION FOR FINAL APPROVAL

BE IT RESOLVED, THAT THE APPLICATION OF HNM FOODS, LLC

T/A KASHAN INDIAN KITCHEN & BAR

for permission to conduct a: RESTAURANT-CONTINUED USE

for a period ending January 31, 2025 on the premises known as:

50 MARKET ST CLIFTON, NJ 07012

be and the same is hereby approved and licenses so issued in the compliance with the approval of
the Board of Health, Fire Department, Police and Zoning Officer.

FOR OFFICE USE ONLY:

LICENSE #

ISSUED

ADOPTED _____

ATTEST _____

CITY CLERK

ITEM NUMBER: L- 5

ITEM NAME: Casco Viejo Restaurant
RECOMMENDATION:

SUMMARY:
Casco Viejo Restaurant, LLC
t/a Casco Viejo Restaurant
1115 Bloomfield Ave., Clifton, NJ 07012
Final Approval
Restaurant - continued use

ATTACHMENTS:

Description	Upload Date	Type
 Casco Viejo Restaurant - Final Res	12/19/2024	Cover Memo

RESOLUTION FOR FINAL APPROVAL

BE IT RESOLVED, THAT THE APPLICATION OF CASCO VIEJO RESTAURANT, LLC

T/A CASCO VIEJO RESTAURANT

for permission to conduct a:

RESTAURANT-CONTINUED USE

for a period ending January 31, 2025 on the premises known as:

1115 BLOOMFIELD AVE CLIFTON, NJ 07012

be and the same is hereby approved and licenses so issued in the compliance with the approval of
the Board of Health, Fire Department, Police and Zoning Officer.

FOR OFFICE USE ONLY:

LICENSE #

ISSUED

ADOPTED _____

ATTEST _____

CITY CLERK

ITEM NUMBER: L- 6

ITEM NAME: Santos Flowers
RECOMMENDATION:

SUMMARY:
Santos Flowers, LLC
t/a Santos Flowers
453 Lexington Ave., Clifton, NJ 07011
Preliminary Approval
Grocery - new

ATTACHMENTS:

Description		Upload Date	Type
☐	Santos Flowers - Preliminary Res	12/19/2024	Cover Memo

RESOLUTION FOR PRELIMINARY APPROVAL

FOR SANTOS FLOWERS LLC

T/A SANTOS FLOWERS

ADDRESS 453 LEXINGTON AVE CLIFTON, NJ 07011

TYPE OF FOOD ESTABLISHMENT INTENDED GROCERY

FORMERLY OR NEW NEW

ZONE B-C

PERMITTED YES

VARIANCE REQUIRED NO

FINAL APPROVAL WILL BE ISSUED PENDING APPROVAL OF THIS RESOLUTION.

FURTHER PROCESSING AND APPROVAL OF VARIOUS CITY DEPARTMENTS.

ADOPTED _____

ATTEST _____

CITY CLERK

ITEM NUMBER: L- 7

ITEM NAME: Bottleneck Liquors
RECOMMENDATION:

SUMMARY:
Clifton Liquor and Spirit, LLC
t/a Bottleneck Liquors
12 Market St., Clifton, NJ 07012
Final Approval
Grocery - continued use

ATTACHMENTS:

Description	Upload Date	Type
 Bottleneck Liquors - Final Res	12/19/2024	Cover Memo

RESOLUTION FOR FINAL APPROVAL

BE IT RESOLVED, THAT THE APPLICATION OF CLIFTON LIQUOR AND SPIRIT LLC

T/A BOTTLENECK LIQUORS

for permission to conduct a:

GROCERY-CONTINUED USE

for a period ending January 31, 2026 on the premises known as:

120 MARKET ST CLIFTON, NJ 07012

be and the same is hereby approved and licenses so issued in the compliance with the approval of
the Board of Health, Fire Department, Police and Zoning Officer.

FOR OFFICE USE ONLY:

LICENSE #

ISSUED

ADOPTED _____

ATTEST _____

CITY CLERK