

**CLIFTON, NEW JERSEY
REGULAR MEETING MINUTES JANUARY 8, 2025**

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 2025, which was published as legal advertisements in the Herald News on January 5, 2025, and was additionally advertised in the Record on January 5, 2025. 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) (Via ZOOM)
Councilman Kolodziej	(JK)
Councilman Latona	(AL)
Councilman D’Amato	(CD) (Arrived 8:12 p.m.)
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

Rabbi Kronenberg

PRESENTATION

Introduction of Phase IV Redevelopment Plan

PUBLIC HEARING

APPROVAL OF MINUTES

A Motion was made by Councilman Kolodziej, seconded by Councilman D’Amato and passed on roll call vote to approve the Minutes of Executive Session of December 17, 2024, Workshop Session of December 17, 2024, and Regular Session of December 17, 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 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.

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

SECOND READING ORDINANCES

A. Adoption of Ordinance 7964-24

B. 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.

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")

(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

A. Introduction of Ordinance 7965-24

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon motion made by Councilman Kolodziej, seconded by Councilman D'Amato, and passed on roll call vote.

Calendar Year 2025 Ordinance To Exceed the Municipal Budget Appropriation Limits and To Establish A CAP Bank (NJSA 40A:4-45.14)

It was regularly moved, seconded, and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Tuesday, January 21, 2025, at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

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

B. Introduction of Ordinance 7966-24

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon motion made by Councilman Kolodziej, seconded by Councilman D'Amato, and passed on roll call vote.

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)

It was regularly moved, seconded, and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Tuesday, January 21, 2025, at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

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

C. Introduction of Ordinance 7967-24

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon motion made by Councilman Latona, seconded by Councilman D'Amato, and passed on roll call vote.

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)

It was regularly moved, seconded, and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Tuesday, January 21, 2025, at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

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

D. Introduction of Ordinance 7968-24

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon motion made by Councilman Kolodziej, seconded by Councilman D'Amato, and passed on roll call vote.

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)

It was regularly moved, seconded, and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Tuesday, January 21, 2025, at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

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

E. Introduction of Ordinance 7969-24

The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, passed upon motion made by Councilman D'Amato, seconded by Councilman Latona, and passed on roll call vote.

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)

It was regularly moved, seconded, and carried that the ordinance now pending be further considered for final passage after public hearing at the regular meeting of the Municipal Council to be held Tuesday, January 21, 2025, at 8:00 p.m. and that the City Clerk be authorized to publish said ordinance together with statutory notice as required by law.

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

F. Introduction of Ordinance 7970-24

A Motion was made by Councilman Kolodziej, seconded by Councilman D'Amato and failed on roll call vote to The entitled ordinance was introduced and read by the City Clerk, as first reading, which reading was by title, failed upon roll call vote 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)

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)

(3-4-0-0) Councilman Kolodziej, Councilwoman Pino and Mayor Grabowski voted aye. Councilman Gibson, Councilman Latona, Councilman D'Amato and Councilwoman Sadrakula voted nay.

FLOOR TO THE MEMBERS OF THE PUBLIC

Bart Ciervo, 306 Delawanna Ave., pointed out a recent decision by the Town of Ramsey to eliminate cell phones for all students. He argued that the city council should consider implementing a similar policy during council meetings, suggesting that the presence of cell phones often leads to distractions. Mr. Ciervo criticized the council for focusing too much on discussion rather than actively seeking solutions to the issues facing the community. Additionally, he requested clarification regarding the dedication by a rider for the building department.

Gary Perino, 491 Mt. Prospect Ave., expressed his gratitude for securing the Allwood Theater sign for the museum. He pointed out that this significant addition preserves a vital piece of our local history. He encouraged all residents to participate in the survey regarding historical markers. He feels it is imperative that we address the growing issue of illegal Airbnb operations in our neighborhoods. Enforcing existing regulations will help maintain the integrity of our community. He spoke of signs posted on public property are not being promptly removed, which detracts from the aesthetics of our environment. He feels stricter ordinances are due to ensure that our public spaces remain clean and inviting.

Donna Popowich addressed the council, urging members to streamline the voting process by simply stating "yea" or "nay," asserting that lengthy explanations are time-consuming and hinder the council's ability to make progress. She proposed holding a town hall meeting to engage the public in discussions about the budget, emphasizing the importance of community involvement. Additionally, she highlighted that the Little Pantry is hosting a garage sale and called for donations of food or money to support this initiative. She noted that Shop Rite is running a can-can sale, which presents an excellent opportunity for residents to purchase items to donate to the Little Pantries. Popowich also recommended that council members contribute financially to these efforts. In closing, she acknowledged the achievements of local citizens by presenting awards to Joe Siano and Ricky DiMaria for their dedicated work with the city, as well as an award to Gerard Scorziello for his service to the Board of Adjustment.

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

Bart Ciervo – City Manager, Dominick Villano, explained the process of Dedication by Rider.

Gary Perino – City Manager, Dominick Villano, responded that he has instructed DPW crews to look for potholes and illegal signs and report them to their Supervisor.

COMMITTEE REPORTS

2023 Bd. of Adjustment Annual Report

2024 Bd. of Adjustment Annual Report

COUNCIL PRIVILEGE

Councilwoman Pino

Councilwoman Pino was absent.

Councilman D'Amato

Councilman D'Amato would like to extend his heartfelt congratulations to our local cheerleading team for their outstanding victory at a recent competition. He expressed his admiration for our new communications manager, Margaret Morse, whose exceptional ideas are already making a positive impact on our outreach efforts. The public is encouraged to sign up for email notifications to stay informed about important city updates. He emphasized that the Council is actively monitoring the status of the third river flooding. He suggested installing radar cameras to help with traffic violations; however, City Attorney, Matthew Priore, pointed out that such cameras were deemed unconstitutional in New Jersey. Councilman D'Amato is pleased to announce that the City has successfully procured the Allwood Theater sign for the museum, preserving a piece of our community's history. Lastly, the issue of Airbnb rentals remains a concern in Clifton, with their operations currently banned, and it is crucial that we enforce these regulations to protect our neighborhoods.

Councilman Gibson

Councilman Gibson was absent.

Councilwoman Sadrakula

Councilwoman Sadrakula asked for updates to zoning ordinances to meet the area's evolving needs.

A Motion was made by Councilwoman Sadrakula, seconded by Councilman Latona and passed on roll call vote to add Zoning Ordinance updates for Houses of Worship to the next Council Meeting for discussion.

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

She requested an outline of costs of flea markets being held in City parks and what wear and tear they cause to park property. Councilwoman Sadrakula pointed out a trip and fall hazard near the Old Allwood Theater. The Councilwoman asked where the installation of brighter streetlights took place in the City. She questioned the Senior Horizons Building's transparency regarding availability for seniors and inclusivity for individuals with disabilities. Councilwoman Sadrakula suggested the establishment of budget guidelines and innovative cost-cutting measures. She also sought updates on third river home buyouts for affected residents. Additionally, she called for professionalism during meetings, advising colleagues against using cell phones while in session. Sadrakula acknowledged community efforts, particularly thanking Donna Popowich for creating little pantries and recognizing the Food Brigade and St. Peters for their support of vulnerable populations.

Councilman Latona

Councilman Latona wished residents a prosperous New Year filled with community spirit. He reassured the public that all individuals involved in a recent accident with a police officer are safe and thanked first responders for their dedication. The Council is promoting sustainability by distributing a recycling guides and allowing electronics drop-off at City Hall. They are also securing grant funding for garbage pails and addressing senior housing needs. The successful Santa Parade brought joy to families, and as a storm approaches, residents are encouraged to check on neighbors, especially the elderly. The Council is working on revising zoning ordinances and considering electric buses to improve transportation. To enhance city management, they are exploring new software for police operations and will provide regular financial updates. A civilian tax committee is being established for greater transparency. Lastly, Councilman Latona expressed sympathy for the New Year's Day tragedy in New Orleans and called for community compassion and resilience moving forward.

Councilman Kolodziej

Councilman Kolodziej addressed key issues at the recent Open Space Advisory Committee meeting, showcasing his dedication to enhancing community resources. The committee is awaiting a potential \$1 million grant and is seeking community suggestions for its allocation, with the next meeting set for March 25, 2025. In personnel news, a proposed 2.5 percent pay increase for confidential employees was denied. The self-sufficient Building Department, led by Ernie Tedesco, faces legal concerns due to recent Council decisions regarding fund usage. The budget is strained by rising costs related to the PBA contract, underfunded positions, increased legal expenses, and declining trust funds and interest income. Looking to 2025, Councilman Kolodziej aims to hold the Council accountable for past decisions, create a recession response plan, enhance police presence, reorganize the Department of Public Works, invest in parks, acquire farmland, develop a parking garage in Botany Village, and potentially relocate the Hamilton House Museum.

Mayor Grabowski

As we welcome the New Year, Mayor Grabowski wished all residents a prosperous and joyful 2025, while acknowledging the upcoming challenges, particularly concerning a tough budget that requires our collaborative effort to meet community needs responsibly. I also congratulate the Mustang cheerleaders and coaches on their recent State victory, which has brought pride to our community. Furthermore, I want to recognize Nancy Ferrigno for her invaluable contributions as she announces her retirement; her dedication will be greatly missed. Here's to a year filled with new opportunities and continued success!

Councilwoman Sadrakula asked for a Zoning Board report with results of variances issued or denied. A discussion took place as to memorializing Council members who have passed away.

CITY MANAGER RESPONSE TO COUNCIL

RESOLUTIONS VOTED ON SEPERATELY

A Motion was made by Councilman Kolodziej, seconded by Councilman D'Amato and passed on roll call vote to table Resolution R011-25

R011-25 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

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. Gallagher Benefit Services (40 positions)	\$42,850.00
2. The Lindemberger 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 Gallagher Benefit Services. and is incorporated in the contract awarded hereby; and

WHEREAS, the proposal from Gallagher Benefit Services has been deemed the most suitable based on their 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 Gallagher 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. Gallagher 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.

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

R009-25 Resolution Authorizing Purchase of One (1) 2025 Ford F-250XL 4WD Super Cab from Nielsen Ford LLC off the NJ State Contract Purchasing Program

A Motion was made by Councilman Kolodziej, seconded by Councilman D’Amato and failed on roll call vote to authorize purchase of one 2025 Ford F-250 XL 4WD Super Cab from Nielsen Ford, LLC off the NJ State Contract

**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

January 8, 2025
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.

(2-3-0-2) Councilman D’Amato and Mayor Grabowski voted aye. Councilman Kolodziej, Councilman Latona and Councilwoman Sadrakula voted nay. Councilman Gibson and Councilwoman Pino were absent.

RESOLUTIONS

A Motion was made by Councilman Kolodziej, seconded by Councilman D’Amato and passed on roll call vote to move the group.

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

R001-25 Resolution: Approve Claims List Resolution for the January 8, 2025, City Council Meeting

**RESOLUTION
TO APPROVE
Claims to be paid the meeting of January 8th, 2025
All payments through January 8, 2025**

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	\$	-
Revolving Loan Fund	\$	-
Police Extra Duty	\$	139,735.00
Trust Other	\$	49,629.73
Section 8 Public Housing	\$	-
Reserve for Housing	\$	-
Community Development	\$	-
Payroll Agency	\$	-
Tax Title Lien Redemption	\$	-
Affordable Housing	\$	-
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

R002-25 Resolution - 2025 Cash Management Plan

**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 Lawn (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

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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

R003-25 Resolution - 2025 Refund Cancellation Resolution

**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.

R004-25 Resolution - 2025 Temporary Budget - Clifton Sewer Utility

**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

R005-25 Resolution - 2025 Temporary Budget - Municipal Budget

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,

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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>

R006-25 Resolution - 2025 Terminal Leave Payment Authorization

**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.

R007-25 Resolution - Budget Appropriation Transfer Resolution - 2024 Municipal Budget

**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>

R008-25 Resolution Awarding Contract for Computer Components and Related Services to Precision Computer of Fort Lee

**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

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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.

R010-25 Resolution Authorizing the Award of a Contract to Fernandez Translating Services for Municipal Court Interpreter Spanish Morning and Afternoon Sessions

**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

R012-25 Resolution Awarding Contract for Provision of Veterinary Services to the Animal Shelter of the City of Clifton for 2025

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 executed 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.

R013-25 Resolution Awarding Professional Services Contract for Lead Testing Laboratory Services to EMSL Analytical, Inc. - January 1, 2025 Thru December 31, 2025

**RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT
FOR LEAD TESTING LABORATORY SVCIES
TO EMSL ANALYTICAL, INC.
JANUARY 1, 2025 THRU DECEMBER 31, 2025**

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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.

R014-25 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)

**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.

R015-25 Resolution Awarding Professional Services Contract for Training Course for Youth Mental Health First Aid Instructor Course to National Council for Mental Wellbeing (Health Department)

**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

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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.

R016-25 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

**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.

R017-25 Resolution Authorizing City of Clifton Qualified Purchasing Agent to Procure Goods & Services via New Jersey State Approved Cooperative Contracts

**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.

January 8, 2025

R018-25 Resolution Designating the City of Clifton's Code Blue Warming Center the "Councilwoman Lauren E. Murphy Code Blue Warming Center"

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."

R019-25 Resolution Rejecting Bid for Revaluation Services

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.

R020-25 Resolution for Appointment of Special Police Officers

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

R021-25 Resolution for Reappointment of Members to the Clifton Senior Citizens Advisory Committee

**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 Lyszner	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;

R022-25 Resolution of Congratulations Upon Retirement - Omnibus Operator Panagiotis Vasilopoulos

**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**

January 8, 2025

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**.

R023-25 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)

**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.

R024-24 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 Occidental Chemical Corp. v. 21st Century Fox America, et al 2:18-CV-11273 –
Litigation Update
- CON-2 Investigation into Complaint of Harassment by R.P. Against M.S.
- CON-3 FMBA Negotiations
- CON-4 City Manager, Dominick Villano - Notice of Tort Claim - Potential Litigation
- CON-5 Conflicts of Interest for Members of the Governing Body - Legal Opinion
- CON-6 Liability Claims Against City of Clifton - July 1, 2024 to December 31, 2024
- CON-7 Vicki Citrino v. City of Clifton, et al - ESX-L-1892-24

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 January 8, 2025, 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 City Relief

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.

L-2 Just Salad Store #94

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.

L-3 Sodexo Magic-HMH School of Medicine

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.

L-4 Kashan Indian Kitchen & Bar

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.

L-5 Casco Viejo Restaurant

RESOLUTION FOR FINAL APPROVAL

BE IT RESOLVED, THAT THE APPLICATION OF CASCO VIEJO RESTAURANT, LLC
T/A CASCO VIEJO RESTAURANT

January 8, 2025

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.

L-6 Santos Flowers

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.

L-7 Bottleneck Liquors

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.

ADJOURNMENT

Upon a Motion made by Councilwoman Sadrakula, seconded by Councilman D’Amato, the
meeting was adjourned at 10:55 p.m.

Respectfully Submitted,

Nancy Ferrigno, City Clerk

Raymond Grabowski, Mayor