

**RE: LEGAL
NEWSPAPER**

RESOLUTION NO. 1-2011

BOROUGH OF RIVERDALE

BE IT RESOLVED, by the Mayor and Council of the Borough of Riverdale, in the County of Morris, State of New Jersey, that the **OFFICIAL NEWSPAPER** for the Borough of Riverdale shall be the Suburban Trends for the year 2011.

BE IT FURTHER RESOLVED, that the Star Ledger shall be the alternate paper for the year 2011.

MOTION:

SECOND:

AYES:

NAYS:

ABSTAIN:

DATE: January 3, 2011

**RE: SCHEDULED MEETINGS
MAYOR AND COUNCIL**

**RESOLUTION NO. 2-2011
BOROUGH OF RIVERDALE**

BE IT RESOLVED, that the Mayor and Council of the Borough of Riverdale, in the County of Morris, State of New Jersey, shall meet on the **FIRST & THIRD MONDAY** of each month at 7:30 P.M. in the Municipal Building during the year 2011. If the meeting date falls on a holiday the meeting is scheduled for the Wednesday following that Monday.

BE IT FURTHER RESOLVED, that the **WORK SESSIONS** of the Mayor and Council shall be held on the **FIRST MONDAY** of each month at 7:30 p.m. at which formal action may be taken as deemed necessary. These meetings shall be held in the Municipal Building for the year 2011.

BE IT FURTHER RESOLVED, the **REGULAR MEETINGS** of the Mayor and Council shall be held on the **THIRD MONDAY** of each month at 7:30 p.m. at which formal action will be taken. These meeting shall be held in the Municipal Building for the year 2011.

<u>Workshop</u>		<u>Regular</u>	
January 3	Monday	January 17	Monday
February 7	Monday	February 23	Wednesday
March 7	Monday	March 21	Monday
April 4	Monday	April 18	Monday
May 2	Monday	May 16	Monday
June 6	Monday	June 20	Monday
July 6	Wednesday	July 18	Monday
August 1	Monday	August 15	Monday
September 7	Wednesday	September 19	Monday
October 3	Monday	October 17	Monday
November 7	Monday	November 21	Monday
December 5	Monday	December 19	Monday

MOTION:

SECOND:

AYES:

NAYS:

MOTION CARRIED:

**RE: OFFICIAL SIGNATURES
& DEPOSITORIES**

RESOLUTION NO. 3-2011

BOROUGH OF RIVERDALE

BE IT RESOLVED, by the Mayor and Council of the Borough of Riverdale, that **THE BANK OF AMERICA**, Bloomingdale Branch and the **CHASE BANK**, Riverdale Branch shall be the depositories for the following accounts of the Borough, to take place effective January 1, 2011.

1. Dog Funds
2. Payroll Funds
3. Premium Savings Account (Escrow accounts)
4. Water Operating Funds
5. Water Capital Funds
6. Bond & Interest Accounts
7. General Funds
8. General Capital Funds
9. Certificate of Deposit
10. Sewer Account
11. Sewer Capital Account
12. Police Special Savings Account
13. All Trust Accounts held by the Borough of Riverdale

BE IT FURTHER RESOLVED that any other said institution; also be designated as a depository for Certificate of Deposit as determined by the Treasurer in order to obtain the most favorable interest rates.

BE IT FURTHER RESOLVED that the Custodian of the aforementioned Accounts shall be the Treasurer of the Borough of Riverdale with the exception of the **PAYROLL FUNDS**. All disbursements shall be made by **CHECKS** signed by the **MAYOR**, or in his absence the **ACTING MAYOR**, the **BOROUGH CLERK** or in her absence the **DEPUTY CLERK**, or the **TREASURER**. Payroll checks shall be signed by the **BOROUGH CLERK** or in her absence the **DEPUTY CLERK**.

MOTION:

SECOND:

AYES:

NAYS:

DATE: January 3, 2011

RE: DELINQUENT TAXES

**RESOLUTION NO. 4-2011
BOROUGH OF RIVERDALE**

WHEREAS, taxes are payable in quarterly installments on **FEBRUARY 1, MAY 1, AUGUST 1, and NOVEMBER 1** in each year and installments become delinquent if not paid on or before these dates.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Riverdale, that the interest to be charged a delinquent taxpayer for the non-payment of real property taxes or assessments shall be in the sum of 8% per annum on the first \$1,500.00 or delinquency and 18% per annum on any payment in excess of \$1,500.00, for the year 2011.

BE IT FURTHER RESOLVED that the Governing Body shall provide a grace period of ten (10) days within an installment of taxes may be received without an additional charge of interest from the due date.

BE IT FURTHER RESOLVED that this delinquency is to be calculated on a sum of all taxes from year to year and not to be calculated on an individual yearly basis.

MOTION:

SECOND:

AYES:

NAYS:

DATE: January 3, 2011

**RE: LOCAL PUBLIC
CONTRACTS LAW**

BOROUGH OF RIVERDALE

RESOLUTION NO. 5 - 2011

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
PROFESSIONAL SERVICES**

WHEREAS, the Borough of Riverdale has a need to obtain legal services, engineering services, accounting services, planning services, and has determined to award these contracts as a professional service without obtaining competitive bids or quotations pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough of Riverdale will determine and certify in writing that the value of the service will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the professional service contractor will complete and submit a Business Entity Disclosure Certification which certifies that the entity has not made any reportable contributions to a political or candidate committee in the Borough of Riverdale for the previous one year, and that the contract will prohibit the entity from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection, the Borough Clerk will keep such individual resolutions and contracts on file for each contract for inspection; and

**RE: WORK PERIODS -
LAW ENFORCEMENT**

**RESOLUTION NO. 6-2011
BOROUGH OF RIVERDALE**

WHEREAS, the Congress of the United States amended the Federal Labor Standards Act to provide that certain over-time provisions are applicable to Law Enforcement Personnel, and

WHEREAS, the regulations of the United States Department of Labor, Wage & Hour Division, require an annual Public declaration of the Work Period of these employees, and

WHEREAS, this municipality has not heretofore provided a definition of **WORK PERIOD** for Law Enforcement Personnel prior to which mandatory requirements of the Federal Act shall not apply pursuant to the existing provisions of the aforementioned Fair Standards Act for the calendar year 2011, shall be 28 days.

MOTION:

SECOND:

AYES:

NAYS:

ABSTAIN:

DATE: January 3, 2011

WHEREAS, the Chief Financial Officer will certify that the funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Riverdale, in the County of Morris and State of New Jersey, that the Borough of Riverdale authorizes the entry into contracts for services of Attorneys, Engineers, Auditor and Planner as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FINALLY RESOLVED a notice of this action shall be printed once in the legal newspaper of the Borough of Riverdale.

MOTION:

SECOND:

AYES:

NAYS:

ABSTAIN:

DATE: January 3, 2011

2011 DPW Holidays

New Year's Day	January 3
Presidents' Day	February 21
Good Friday	April 22
Memorial Day	May 30
Day After Memorial Day	May 31
Independence Day	July 4
Day After Independence Day	July 5
Labor Day	September 5
Columbus Day	October 10
Veterans Day	November 11
Thanksgiving Day	November 24
Day after Thanksgiving	November 25
Christmas Day	December 26

Employees are allotted 2 personal days that may be taken when approved by the department head.

RESOLUTION 8-2011
CASH MANAGEMENT PLAN

BOROUGH OF RIVERDALE
COUNTY OF MORRIS
NEW JERSEY

PURPOSE:

It is in the best interest of the Borough of Riverdale to earn additional revenue through the investment and prudent management of its cash receipts. Public Law 1983, chapter 8, approved January 18, 1983, is an Act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14 and this law requires that each local unit shall adopt a cash management plan.

The following shall constitute the Cash Management Plan for the Borough of Riverdale which shall deposit and manage its funds pursuant to this Plan.

DEFINITIONS:

1. Treasurer shall mean the Treasurer of the Borough of Riverdale.
2. Fiscal Year shall mean the twelve month period ending December thirty-one.
3. Cash Management Plan shall mean that the plan as approved by resolution by the Governing Body of the Borough of Riverdale.

DESIGNATION OF DEPOSITORIES:

1. At least once each fiscal year at its organization meeting, the Governing Body shall by resolution, designate the depositories for the Borough in accordance with N.J.S.A. 40A:5-14.

AUDIT REQUIREMENT:

1. The Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-14.

AUTHORITY TO INVEST:

1. The Governing Body, at its Organization meeting, shall pass a resolution designating the Borough's official(s) who shall make and be responsible for municipal deposits and investments.

INVESTMENT INSTRUMENT:

1. The Treasurer shall invest at his or her discretion, in any investment instruments as approved by the State of New Jersey, Department of Community Affairs, Division of Local Government Services and in accordance with N.J.S.A. 40A:5-15.1.

RECORDS AND REPORTS:

1. The Treasurer shall report all investments in accordance with N.J.S.A. 40A:5-15.2.
2. At a minimum, the Treasurer shall:
 - a. Keep a record of all investments.
 - b. Keep a cash position record which reveals, on a daily basis, the status of the Borough's cash in its bank accounts.
 - c. Report investments to the Governing Body at regularly scheduled meetings of the Governing Body.
 - d. Report monthly to the Governing Body as to the status of cash balances in bank accounts, revenue collection, interest rates, and interest earned.

CASH FLOW:

1. The Treasurer shall ensure that the Borough's accounting system provides regular information concerning the Borough's cash position and investment performance.
2. All moneys shall be turned over to the Treasurer and deposited in accordance with N.J.S.A. 40A:5-15.
3. The Treasurer is authorized and directed to invest surplus funds of the Borough as the availability of the funds permit. In addition, it shall be the responsibility of the Treasurer to minimize the possibility of idle cash by depositing the Borough's moneys in interest bearing accounts wherever practical and in the best interest of the Borough of Riverdale.

OFFICIAL SIGNATURES

WILLIAM BUDESHEIM - MAYOR

CAROL TALERICO - MUNICIPAL CLERK-TREASURER

LINDA FORBES, DEPUTY CLERK (in Municipal Clerks Absence)

ACTING MAYOR

January 3, 2011

BOROUGH OF RIVERDALE

2011 APPOINTMENTS

<u>TITLE</u>	<u>NAME</u>	<u>TERM</u>
MUNICIPAL COURT JUDGE	JOHN PAPARAZZO, ESQ.	THREE YEARS
POLICE PROSECUTOR	THOMAS BRUNT,ESQ.	ONE YEAR
PROSECUTOR/ALTERNATE	EDWARD AZAR, ESQ.	ONE YEAR
PUBLIC DEFENDER	MICHAEL KELLY, ESQ.	ONE YEAR
FIRE SUBCODE OFFICIAL	RALPH PORRINO	TENURE
FIRE INSPECTOR	RALPH PORRINO	ONE YEAR
DEPUTY FIRE INSPECTOR	EARL DEAN	ONE YEAR
DEPUTY OEM DIRECTOR	THEODORE GUIB	ONE YEAR
DEPUTY OEM DIRECTOR	RUSS HAZEL	ONE YEAR
RECREATION COMMITTEE:		
	JO ELLEN SCHROCK	ONE YEAR
	DIANE PEZUTTI	ONE YEAR
	ANN GOULD	ONE YEAR
	ANNMARIE NADIROGLU	ONE YEAR
	MARYBETH MILLER	ONE YEAR
	KRISTA OSBORNE	ONE YEAR
	KARI MC CARTHY	ONE YEAR
	ERIKA PICINIC	ONE YEAR
	LISA JOHNSON	ONE YEAR
	LUCI KHRYFETS	ONE YEAR
	DEBRA KING	ONE YEAR
DIRECTOR	JUNE CARELLI	
H.U.D. COMMITTEE		
(Mayor Appoints)		ONE YEAR
(Council Appoints)		ONE YEAR
(Mayor Appoints) ALTERNATE		ONE YEAR
AFFIRMITIVE ACTION COMPLIANCE -		
OFFICER (PACO)	CAROL J. TALERICO	ONE YEAR
DIAL-A-RIDE BD. MEMBER	LINDA ROETMAN	ONE YEAR
N.J.I.I.F. INSURANCE		
COMMISSIONER	CAROL J. TALERICO	ONE YEAR
PROFESSIONALS:		
BOROUGH ATTORNEY	ROBERT OOSTDYK, ESQ.	ONE YEAR
BOROUGH ENGINEER	PAUL DARMOFALSKI	ONE YEAR
WATER ENGINEER	WILLIAM RYDEN	ONE YEAR
SEWER ENGINEER	WILLIAM RYDEN	ONE YEAR
AUDITOR	DICKINSON, VRABEL & CASSELLS, INC.	ONE YEAR
SPECIAL LEGAL COUNSEL	RICHARD CLEMACK	ONE YEAR
BOND COUNSEL	JOHN KRAFT, ESQ.	ONE YEAR

January 3, 2011

PAGE 2

<u>TITLE</u>	<u>NAME</u>	<u>TERM</u>
THREE-YEAR APPOINTMENTS:		
BOARD OF HEALTH:	PETER EURSKIN	(3 YEARS)
	JASON CULLEN	(3 YEARS)
(UNEXPIRED TERM)	LEAH SCILINGO	(2 YEARS)
PLANNING BOARD:		
CLASS II	VINCENT PELLIGRINI	ONE YEAR
CLASS III (COUNCIL LAISION) (council appoints)		ONE YEAR
CLASS IV	MICHAEL RILEY	FOUR YEARS
CLASS IV	BRENDAN MAGENNIS	FOUR YEARS
SHADE TREE COMMITTEE:		
	LINDA ROETMAN, SEC.	FIVE YEARS
	LOIS LIEFER	FIVE YEARS
LIBRARY BD. OF TRUSTEES:		
	PATRICIA SALVATI	FIVE YEARS
MAYOR'S DELEGATE	DAVE GOURLEY	ONE YEAR
SCHOOL SUPT. DELEGATE	BETTY ANN WYKS	ONE YEAR

2011 COMMITTEES

MAYOR

**BOROUGH ATTORNEY
PLANNER**

**MUNICIPAL CLERK
DEPUTY CLERK**

COUNCIL PRESIDENT

<u>FINANCE</u>	<u>PUBLIC SAFETY</u>	<u>PUBLIC WORKS</u>	<u>COMMUNITY RELATIONS</u>	<u>BUILDINGS & GROUNDS</u>	<u>PERSONNEL</u>
Budget Insurance Collector/Assessor C.F.O./Auditor Purchasing Utility Billing	Police Department Fire Department OEM First Aid Squad Municipal Court	Streets & Roads Water Department Sewer Department Street Lights/Signs Auto Maintenance Construction Department	Board of Health Recreation Senior Citizens Public Events Board of Education Library	Property Maintenance Recreational Fields H.U.D. Solid Waste Contract Property Procurement Municipal Buildings	Employees Salary Ordinance Personnel Policies Inter-local Contracts Administration Contingent
1. CARELLI 2. Loesner	1. FALKOSKI 2. Wetzel	1. GUIS 2. Astarita	1. WETZEL 2. Falkoski	1. ASTARITA 2. Guis	1. LOESNER 2. Carelli
