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AGENDA
December 11, 2018
Council Conference Meeting
7:00 p.m.

APPOINTMENTS

PRESENTATIONS

BIDS

RESOLUTIONS

Finance Policy Committee

1. Resolution authorizing the Chief Financial Officer to draw warrant to refund street opening Cash Bond
2. Resolution authorizing the Chief Financial Officer to draw warrant for dog licenses for November 2018
3. Resolution authorizing the Chief Financial Officer to draw a warrant to replenish postage meter
4. Resolution authorizing the Chief Financial Officer to draw warrant for unused parking permit fee
5. Resolution authorizing the Chief Financial Officer to draw warrants for 2017 pursuant to Tax Court of NJ
6. Resolution authorizing the Chief Financial Officer to draw warrant for overpaid taxes due to Veteran and Senior Citizen deductions for 2018
7. Resolution authorizing the Tax Collector to cancel sewer fee balances for 2018
8. Resolution authorizing the Tax Collector to cancel delinquent tax balances for 2018
9. Resolution authorizing the Chief Financial Officer to draw warrants for volunteer Firefighters
10. Resolution authorizing the Chief Financial Officer to draw warrants for Mayor and Council annual salary for the year 2018
11. Resolution authorizing the Chief Financial Officer to sign biweekly warrants for the CWA library employee salaries effective January 1, 2019
12. Resolution authorizing the Chief Financial Officer to cancel grant receivables
13. Resolution authorizing the Chief Financial Officer to cancel grant reserves
14. Resolution authorizing the Chief Financial Officer to authorize 2019 debt service
15. Resolution authorizing the Chief Financial Officer to make transfers of appropriations for bills and claims
16. Resolution authorizing the Chief Financial Officer to pay December bills and claims
17. Resolution authorizing the Chief Financial Officer to cancel balances of capital improvement authorizations
18. Resolution authorizing the Chief Financial Officer to set up Accounts Payable

19. Resolution authorizing the Chief Financial Officer to draw warrant for Risk Management Consultant Fee
20. Resolution authorizing the Chief Financial Officer to cancel outstanding checks
21. Resolutions authorizing the Chief Financial Officer to make a budget transfer

Public Safety, Transportation and Parking Committee

1. Resolution authorizing the Fire Department to advertise for public auction

Code Review & Town Property Committee

1. Resolution setting date for Town Council organizational meeting 2019
2. Resolution setting 2019 Town Council meeting dates

Public Works Committee

1. Resolution authorizing Change Order No.1 for the 2018 Improvement of Municipal Parking Lot No. 7
2. Resolution authorizing the final acceptance for the 2018 Improvement to Grove Street
3. Resolution authorizing the final acceptance for the 2018 Improvement of Walnut Street
4. Resolution awarding contract for 2019 Curbside Collection of Recyclable Material

ORDINANCES

GENERAL BUSINESS

Greta's Run Request

COMMITTEE REPORTS

Code Review & Town Property Committee

Public Works Committee

OPEN DISCUSSION BY CITIZENS (as needed)

EXECUTIVE SESSION

Labor Negotiations & Personnel Matter

REMINDER

Organizational Meeting – January 3, 2019 – 6:30 P.M.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, the following applicants have placed the required cash bond of \$500.00 to cover:

Permit No.	Date	Name of Applicant	Address of Opening
16-027	2/14/16	Harol Landscaping & Design, Inc. P.O. Box 7343 Watchung, NJ 07069	521 Boulevard
16-067	3/3/16	Communications Construction Group General Account 1060 Andrew Drive, Suite 130 West Chester, PA 19380	0 Lenox Avenue
16-088	3/10/16	Messercola Excavating, Inc. 549 E. 3 rd Street Plainfield, NJ 07060	144 Madison Avenue
16-150	5/5/16	Hoff Brothers Plumbing Sewer & Drain, Inc. 2504 Plainfield Avenue Scotch Plains, NJ 07076	104 Washington Street
16-151	5/5/16	Hoff Bros Plumbing Sewer & Drain, Inc. 2504 Plainfield Avenue Scotch Plains, NJ 07076	541 Colonial Avenue
16-197	6/10/16	Hoff Bros Plumbing Sewer & Drain, Inc. 2504 Plainfield Avenue Scotch Plains, NJ 07076	34 Westbrook Road
16-302	9/21/16	Hoff Bros Plumbing Sewer & Drain, Inc. 2504 Plainfield Avenue Scotch Plains, NJ 07076	123 South Avenue East
16-340	8/17/16	Elite Construction of Warren, Inc. P.O. Box 4449 Warren, NJ 07059	16 Stanley Oval
16-360	11/16/16	Polamco Contracting LLC 7510 Spencer Lane Warren, NJ 07059	751 Lawrence Avenue
17-102	3/1/17	Jane Hoffman 834 Standish Avenue Westfield, NJ 07090	834 Standish Avenue
17-132	4/27/17	Steven R. Schipper 43 Mohawk Trail Westfield, NJ 07090	43 Mohawk Trail
17-147	5/5/17	Scott Seib Plumbing & Heating, Inc. 821 Sherbrooke Drive Westfield, NJ 07090	111 East Grove Street
17-152	5/11/17	Templeton & Shaw LLC	106 Oxford Terrace

		28 Jays Corner Somerset, NJ 08873	
17-185	6/19/17	Teandar Realty Co., L.L.C, aka Zak Properties LLC 200 Central Avenue Mountainside, NJ 07092	339 West Broad Street (corner of Rahway Avenue)
17-224	8/5/17	Scott Lim 1116 Ripley Avenue Westfield, NJ 07090	1116 Ripley Avenue
17-245	8/23/18	A - N Landscaping 220 South Avenue East Westfield, NJ 07090	637 St. Marks Avenue
17-246	8/23/17	Ferro Builders Construction LLC 52 Wendell Place Clark, NJ 07066-2323	512 Bradford Avenue
17-247	8/24/17	Verizon NJ Inc. c/o Lawrence M. Gaeta 18 Burton Lane Rockaway, NJ 07866	411 North Avenue West
17-314	10/20/17	Hoff Bros Plumbing Sewer & Drain, Inc. 2504 Plainfield Avenue Scotch Plains, NJ 07076	631 Elm Street
18-207	5/14/18	Evan Topilow 355 Orenda Circle Westfield, NJ 07090	1404 Boulevard
16-154	4/7/16	Frank Galdi 719 Lenape Trail Westfield, NJ 07090	719 Lenape Trail

and,

WHEREAS, the above applicants are entitled to have this amount be returned to them, and

WHEREAS, the Town Engineer, has inspected the roadway excavations and has found the excavations to have been properly repaired.

NOW THEREFORE BE IT RESOLVED, that the Treasurer be authorized to draw a warrant in the name of the applicants noted above for \$500.00 and forward to the applicants' addresses also noted above.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

RESOLVED that the Chief Financial Officer be authorized to draw a warrant in the amount of \$1.20 to the order of New Jersey Department of Health, P.O. Box 369, Trenton, New Jersey for Dog Licenses issued by the Town Clerk for the month of November 2018.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY
RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

RESOLVED that the Chief Financial Officer be authorized to draw a warrant in the amount of \$1,500 to the order of the United States Postal Service to replenish bulk mail permit no. 683 in order to process the Town's brochure.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

RESOLVED, that the Chief Financial Officer be and hereby is, authorized to draw warrant for unused parking permit fee as follows:

Jordan Toma
3 North Oak Court
Madison, NJ 07940

Lot 8/Permit #18080332

\$100.00

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

RESOLVED that the Treasurer be and he hereby is authorized to draw warrants to the order of the following persons, this being the amount taxes were overpaid for the year 2017 pursuant to the Tax Court of New Jersey:

Block/Lot Name	Address	Amount
3301/3 NICOL, William A & Robin B	653 Fairmont Avenue	\$1,849.20
1404/9 HALEY, Drew P & Kimberly A	4 Cherry Lane	\$4,160.70
2807/9 COMBA, Robert W & Helen S	846 Shackamaxon Drive	\$1,849.20

All Checks payable to:

Homeowner & Maria R. Cozzini

Mail all checks to:

Law Office of Maria R Cozzini, LLC
1199 US Route 22 East
Mountainside, NJ 07092

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

RESOLVED that the Chief Financial Officer be and he hereby is authorized to draw warrants to WYCHWOOD GARDENS COOP ASSOC INC, this amount being overpaid due to Veteran and Senior Citizen deductions for 2018:

<u>Applicant</u>	<u>Deduction Type</u>	<u>Deduction Amount</u>
Mueller	Senior Citizen	<i>\$250.00</i>
Viglianti	Senior Citizen	<i>\$250.00</i>
	Veteran	<i>\$250.00</i>
Tafelski	Surviving Spouse of Senior Citizen	<i>\$250.00</i>
	Widow of Veteran	<i>\$250.00</i>
Blyskal	Widow of Veteran	<i>\$250.00</i>
Fishkin	Veteran	<i>\$250.00</i>
		<i>\$1,750.00</i>

Check payable and mailed to:

WYCHWOOD GARDENS COOP ASSOC INC
% FALKIN ASSOC
P.O. BOX 545
CRANFORD, NJ 07016

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, there exist on the records in the Tax Collector's office sewer balances for the year 2018:

NOW, THEREFORE, BE IT RESOLVED that the Tax Collector be and he hereby is authorized to cancel the sewer balances below for the year 2018:

Account ID	Balance
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49-0	\$0.37
153-0	\$0.37
752-0	\$0.37
820-0	\$0.37
919-0	\$6.23
960-0	\$0.37
1059-0	\$0.37
1091-0	\$0.37
1109-0	\$0.37
1179-0	\$0.37
1257-0	\$0.37
1341-0	\$1.25
1485-0	\$4.14
1611-0	\$0.37
1635-0	\$0.37
1697-0	\$0.37
1897-0	\$0.37
1962-0	\$0.37
1987-0	\$6.39
2188-0	\$0.37
2204-0	\$0.37
2209-0	\$3.56
2249-0	\$0.40
2314-0	\$0.37
2358-0	\$0.37
2736-0	\$0.37
2840-0	\$0.37
3026-0	\$0.37

3309-0	\$0.37
3355-0	\$0.37
3384-0	\$0.58
3524-0	\$0.92
3602-0	\$0.80
3672-0	\$1.06
3809-0	\$0.37
3833-0	\$0.37
3967-0	\$1.06
4041-0	\$0.37
4148-0	\$0.37
4178-0	\$0.37
4419-0	\$0.37
4507-0	\$6.86
4996-0	\$5.35
5077-0	\$0.37
5191-0	\$0.92
5308-0	\$0.06
5326-0	\$1.20
5378-0	\$0.37
5607-0	\$0.37
5653-0	\$0.37
5821-0	\$0.37
5874-0	\$0.37
5909-0	\$0.37
5939-0	\$0.37
6015-0	\$5.00
6259-0	\$4.91

6264-0	\$0.37
6427-0	\$0.37
6758-0	\$0.37
6828-0	\$0.37
7339-0	\$0.37
7473-0	\$5.00
7664-0	\$0.37
7687-0	\$0.37
7715-0	\$0.37
7979-0	\$0.37
8534-0	\$0.37
8786-0	\$0.37
8848-0	\$0.37
9255-0	\$0.37
9378-0	\$0.37
9606-0	\$0.37

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, there exist on the records in the Tax Collector's office tax balances for the year 2018:

NOW, THEREFORE, BE IT RESOLVED that the Tax Collector be and he hereby is authorized to cancel the tax balances below for the year 2018:

Block	Lot	Qual	Balance
107	2.02		\$0.02
201	51		\$0.01
202	6		\$1.04
401	16		\$0.01
401	27.01		\$0.01
405	11		\$0.01
406	7		\$0.64
406	16		\$0.23
501	22		\$0.13
504	1		\$0.01
602	2		\$0.27
603	15		\$0.06
1004	20	C0024	\$0.01
1005	2		\$1.26
1005	7		\$6.00
1005	12		\$0.02
1108	7		\$0.10
1304	31		\$9.30
1306	20		\$0.01
2003	12		\$1.82
2003	34		\$0.02
2203	18		\$0.20
2211	15		\$0.57
2404	53		\$0.06
2406	10	C0001	\$0.82
2503	13		\$0.01
2505	33	C0018	\$0.51
2604	3		\$0.08
2608	2		\$0.01
2704	24		\$5.67

2815	7.1		\$0.77
2816	21		\$0.58
2816	47		\$2.00
2901	20		\$6.40
2902	5		\$0.01
2902	7		\$0.14
2911	22		\$0.02
3005	15		\$0.07
3105	22		\$0.42
3114	5		\$0.01
3206	6		\$0.30
3301	2		\$0.18
3401	12		\$0.04
3403	16		\$0.01
3408	43		\$0.42
3604	25		\$5.68
3901	1	C0009	\$0.01
3906	4		\$0.01
4001	43		\$4.67
4001	80		\$0.18
4204	11		\$0.38
4205	27		\$0.22
4206	23		\$0.01
4301	24		\$0.10
4301	67		\$0.50
4401	6		\$0.26
4402	31		\$1.60
4403	2		\$9.25
4502	15		\$0.74
4503	26		\$0.34
4506	1		\$0.14

4603	12		\$0.01
4813	36		\$4.02
5011	23		\$1.01
5201	25		\$0.03
5202	25		\$0.01
5302	18		\$0.02
5502	8		\$0.01
5509	14		\$0.01
5602	13		\$0.03
5702	6		\$0.08

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

RESOLVED that the Chief Financial Officer be and hereby is directed to draw warrants in favor of the active Volunteer Firefighters named below, none of whom is otherwise personally compensated for their services as Volunteer Firefighters for the respective amounts opposite their names; said payment to cover any losses they and each of them may have incurred in attending upon putting out fires in the Town of Westfield in the year 2018.

Daniel Kelly \$400.00

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

RESOLVED that the Chief Financial Officer be authorized to draw warrants in the amount of \$1.00 to the following named Mayor and Council of the Town of Westfield in payment of annual salary in full for the year 2018 to wit:

Honorable	Michelle W. Brindle
Councilwoman	Linda Habgood
Councilwoman	Dawn Mackey
Councilwoman	JoAnn Neylan
Councilman	Frank Arena
Councilman	David Contract
Councilman	Michael Dardia
Councilman	Mark LoGrippto
Councilman	Doug Stokes

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, the Board of Trustees of the Westfield Memorial Library, pursuant to authority granted to the Trustees by statute, has adopted a payroll for employees and the salary amounts.

NOW, THEREFORE BE IT RESOLVED, that the payroll consisting of the following regularly salaried employees of the Westfield Memorial Library represented by the Communications Workers of America be adopted effective January 1, 2019 and that the Chief Financial Officer be authorized to make payment to, and draw warrants bi-weekly in accordance with the following schedule:

<u>Name</u>	<u>Title</u>	<u>Salary</u>
Marge Barkan	Senior Librarian	\$58,630
Jeffery Bennett	Senior Librarian	\$61,308
Amanda Richards	Senior Librarian	\$56,811
Patricia Sassoon	Senior Librarian	\$63,161

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, it is necessary to formally cancel receivable balances from the balance sheet for grants that have expired, and

WHEREAS, the Chief Financial Officer is hereby directed to cancel such receivables to Operations.

NOW, THEREFORE BE IT RESOLVED, that the following receivable balances, in the amount of \$1,615.59, are hereby cancelled:

Federal Bullet Proof Vest	\$384.99
Partnership Program	
Drive Sober or Get Pulled Over	540.00
Municipal Alliance on Alcohol & Drug Abuse	<u>\$690.60</u>
Total	\$1,615.59

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, there exists various Grant Reserves on the balance sheet of the Current Fund, and

WHEREAS, the funds creating these reserves have been investigated and it has been determined that these reserves should be cancelled to Operations.

NOW, THEREFORE BE IT RESOLVED, that the following reserve balances, in the amount of \$37,738.10, are hereby cancelled:

Municipal Alliance on Alcoholism	\$5,157.60
Drive Sober or Get Pulled Over	540.00
Union County Kids Recreation Trust	31,550.50
Greening Union County	490.00
Total	\$37,738.10

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

BE IT RESOLVED that, in accordance with the provisions of N.J.S.A. 40A:4-19, the following appropriations for Interest and Debt Redemption charges for the year 2019 be and the same are hereby appropriated as follows:

MUNICIPAL DEBT SERVICE

Principal – Municipal Bonds	\$2,605,000.00
Interest on Municipal Bonds	<u>488,907.50</u>
	<u>\$3,093,907.50</u>

SWIM POOL DEBT SERVICE

Principal – Pool Bonds	\$325,000.00
Interest on Pool Bonds	<u>57,590.00</u>
	<u>\$382,590.00</u>

SPECIAL IMPROVEMENT DISTRICT LOAN

Principal – DCA Loan	<u>\$17,000.00</u>
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TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, there are no Council meetings scheduled after December 11, 2018 and claims and bills may be presented which could require the transfer of appropriations from accounts which have an excess to those with a shortage to cover the payment of said claims and bills.

NOW, THEREFORE BE IT RESOLVED, that the Chief Financial Officer be and is hereby authorized to make the necessary transfer of appropriations for all bills and claims which are received between December 11 and December 31, 2018.

FURTHER RESOLVED that an itemized list of said transfer shall be provided to the Mayor and Council members for the first regular meeting in January, 2019 following the Organization Meeting with any objections or questions presented to the Treasurer or Administrator.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, there are no Council meetings scheduled after December 11, 2018 and it is advisable to authorize the Chief Financial Officer to pay bills and claims which may be incurred after the December 11th Council meeting bill payment cut-off date of November 30th, 2018 and before years end.

NOW, THEREFORE BE IT RESOLVED, that the Chief Financial Officer be and is hereby authorized to pay all bills and claims whose due date falls between November 30 and December 31, 2018, and

BE IT FURTHER RESOLVED that an itemized list of said bills and claims shall be provided to the Mayor and Council members by December 28, 2018 with any objections or questions to be presented to the Chief Financial Officer by December 31, 2018 who shall answer said questions or pull the bill for further consideration at the first regular meeting in January, 2019 following the Organization Meeting, along with all other bills being paid.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, there are certain improvement authorizations that were funded in total or in part by proceeds of bonds issued or through the utilization of Capital Surplus, and

WHEREAS, there are unexpended balances of aforementioned improvement authorizations and no further expenditures will be disbursed from said authorizations.

RESOLVED, that the attached listing of balances of improvement authorizations be cancelled and credited to either the Capital Improvement Fund, Capital Surplus or to reduce the amount of Bonds and Notes Authorized But Not Issued, as appropriate.

TOWN OF WESTFIELD GENERAL CAPITAL FUND SCHEDULE OF IMPROVEMENT AUTHORIZATIONS CANCELLED DECEMBER 11, 2018

Improvement Description	Ordinance Date	Original Authorized Amount	Total Cancellations	Bonds and Notes	
				Capital Surplus	Authorized But Not Issued
Improvement of Barchester Way	07/20/10	375,000.00	28,112.56		28,112.56
Equipment - Downtown	07/09/13	31,000.00	289.14	289.14	
Lamaques Park Tennis Court Renovation	02/24/15	510,000.00	40,314.99	40,314.99	
Digital Radio System	11/04/15	1,320,000.00	83,359.64	83,359.64	
Fire Department Engine Truck	11/04/15	650,000.00	99.03	99.03	
Various Improvements - Fire Headquarters, New IT Equipment	11/04/15	55,000.00	1,035.80	1,035.80	
			<u>\$151,191.16</u>	<u>\$125,078.60</u>	<u>\$26,112.56</u>

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, the 2017 Operating Budget Appropriation Reserves contains encumbrances in certain appropriations that will not be paid until 2019.

NOW, THEREFORE BE IT RESOLVED, that the following appropriation reserve balances be transferred to an Accounts Payable in the amount of and purpose set forth below:

<u>Department</u>	<u>Purpose</u>	<u>Amount</u>
Town Clerk	Document scanning, Refund	173.56
Assessor (Revaluation)	Revaluation	311,200.00
Fire Department	Painting, Duct replacement	28,800.00
Police Department	911 desk, lights	5,557.10
Public Works	Repairs and parts, site remediation	35,479.39
Building Inspection	Document scanning	<u>8,648.11</u>
Total		389,858.16

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, the Town of Westfield has resolved to join both the Suburban Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund, following a detailed analysis and has been a member since 1994; and

WHEREAS, the Bylaws of said funds require that each municipality appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws; and

WHEREAS, the Town of Westfield solicited requests for proposals for such services in accordance with G.O. 1753 of the Town of Westfield; and

WHEREAS, the Bylaws indicate that the commission rate shall not exceed six percent (6%) of the Member's Annual Assessment; and

WHEREAS, Brown and Brown, 56 Livingston Avenue, Roseland, NJ 07068 submitted a proposal to perform such services outlined for two percent (2%) of annual assessment; and

WHEREAS, the Bylaws of the aforesaid Fund require that in such case the municipality will make payment for such professional services directly to the Risk Management Consultant.

NOW, THEREFORE BE IT RESOLVED that the Chief Financial Officer of the Town of Westfield be, and hereby is, authorized and directed to draw warrant to the order of Brown and Brown, 56 Livingston Avenue, Roseland, NJ 07068, in the sum of \$15,093.84 representing the balance of the annual assessment.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

WHEREAS, there exists outstanding checks on the reconciliation of the following Funds, and

WHEREAS, these checks have been investigated and it has been determined that these checks should be cancelled;

RESOLVED, that the following outstanding checks in the total amount of \$ are hereby cancelled:

Account	Check Date	Check No.	Check Amount
Current Fund			
Lisa Lamorticella	10/19/17	72769	3,169.18
Hon. Andrew Skibitsky	12/12/17	73315	1.00
Hon. David Oliveira	12/12/17	73316	1.00
Hon. Kenneth Donnelly	12/12/17	73317	1.00
Hon. Doug Stokes	12/12/17	73318	1.00
Hon. Frank Arena	12/12/17	73319	1.00
Hon. JoAnn Neylan	12/12/17	73320	1.00
Hon. Keith Loughlin	12/12/17	73321	1.00
Hon. Mark LoGrippe	12/12/17	73322	1.00
Hon. Sam Della Fera	12/31/17	73323	<u>1.00</u>
Total for Current Fund			3,178.18
Trust-Other Fund			
Monarch Homes	2/7/17	21033	500.00
Brandon and Ashley Pagelow	6/27/17	21161	449.47
Erika Qualben	8/14/17	21228	<u>140.00</u>
Total for Trust-Other Fund			1,089.47

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY
RESOLUTION NO.

FINANCE POLICY COMMITTEE

DECEMBER 11, 2018

RESOLVED that the Chief Financial Officer be authorized to make the following transfer(s) in the 2018 budget accounts:

<u>CURRENT FUND</u>	<u>OUT</u>	<u>IN</u>
TOWN CLERK		
8-01-102-211 Other Expenses (O&E)		1,500.00
CABLE TV 36 SERVICE		
8-01-104-211 (O&E)		2,800.00
COLLECTION OF TAXES		
8-01-105-101 Salaries & Wages (S&W)	2,500.00	
8-01-105-211 (O&E)		2,500.00
LEGAL SERVICES & COSTS		
8-01-120-211 (O&E)	6,500.00	
FIRE HYDRANT SERVICES		
8-01-123-211 (O&E)		8,800.00
FIRE SAFETY OFFICIAL		
8-01-127-101 (S&W)		9,000.00
MUNICIPAL ALLIANCE – LOCAL MATCH		
8-01-128-211 (O&E)		3,820.55
POLICE		
8-01-130-101 (S&W)	77,600.00	
PUBLIC WORKS		
8-01-137-101 (S&W)		30,000.00
BOARD OF HEALTH		
8-01-150-211 (O&E)	3,820.55	
RECREATION		
8-01-155-201 (O/E)		2,000.00
GASOLINE		
8-01-171-211 (O/E)		30,000.00
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	<u>\$90,420.55</u>	<u>\$90,420.55</u>

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

Public Safety, Transportation & Parking Committee

DECEMBER 11, 2018

WHEREAS, the Town of Westfield owns a white 2003 Dodge Durango, VIN #: 1D4H538NG3F595150, and this vehicle no longer serves a Fire Service purpose and it is in the best interest of the Town to advertise this vehicle for auction, and;

NOW, THEREFORE, BE IS RESOLVED, by the Mayor and Council of the Town of Westfield that this vehicle will be offered on the Municibid online auction site to the public at a date to be announced and shall be offered for sale at public auction to the highest bidder in accordance with the law, provided that a minimum price shall be established for the items and that no bid below this price shall be accepted, and;

BE IT FURTHER RESOLVED that all such property not bid on or claimed by owners will be held for future auction with the date to be determined and;

BE IT FURTHER RESOLVED that all such sales at public auction shall be final and payment only by certified check or money order at the time of said auction payable to Town of Westfield, and;

BE IT FURTHER RESOLVED that the appropriate Town officials are hereby authorized and instructed to take such further steps as may be required by law to effect such sale and auction, including the advertising of the sale of such property by other means in addition to the legal notice required by law, and the establishment of a place and time where the merchandise to be offered for sale may be viewed by potential bidders.

TOWN OF WESTFIELD
WESTFIELD, NEW JERSEY

RESOLUTION NO.

CODE REVIEW & TOWN PROPERTY COMMITTEE

DECEMBER 11, 2018

BE IT RESOLVED that pursuant to N.J.S.A. 40-45A-1, the Organization Meeting of the Town Council of the Town of Westfield for the year 2019 will be held on Thursday, January 3, 2019 at 6:30 PM in the Council Chambers of the Westfield Municipal Building, 425 East Broad Street, Westfield, New Jersey.

TOWN OF WESTFIELD
WESTFIELD, NEW JERSEY

RESOLUTION NO.

CODE REVIEW & TOWN PROPERTY COMMITTEE

DECEMBER 11, 2018

NOTICE that the Town Council of the Town of Westfield will meet in Conference Session, at which meeting the public may attend and make comments, and address Council to discuss and consider matters of public business, upon which no formal action will then be taken but which may subsequently be acted upon in a regular Council Meeting, on the following dates in 2019 in the Administrative Conference Room in the Westfield Municipal Building, 425 East Broad Street, Westfield, New Jersey, at 7:00 PM, the said dates being the following Tuesdays:

January 15 and 29
February 12 and 26
March 12 and 26
April 9 and 23
May 7 and 21
June 4 and 18
July 9
August 13
September 3 and 24
October 15 and 29
November 12 and 26
December 10

TAKE FURTHER NOTICE that the Town Council of the Town of Westfield will meet in regular public meeting, at which the public may attend and participate, on the following dates in 2019 in the Council Chambers of the Westfield Municipal Building, 425 East Broad Street, Westfield, New Jersey, at 8:00 PM and will meet in the adjacent Council Conference Room for a preliminary meeting before the regular meeting at 7:45 PM, which the public may also attend, the said meeting dates being the following Tuesdays:

January 15 and 29
February 12 and 26
March 12 and 26
April 9 and 23
May 7 and 21
June 4 and 18
July 9
August 13
September 3 and 24
October 15 and 29
November 12 and 26
December 10

TOWN OF WESTFIELD

WESTFIELD NEW JERSEY

RESOLUTION NO.

PUBLIC WORKS COMMITTEE

DECEMBER 11, 2018

WHEREAS, Fischer Contracting Inc., is under contract to the Town of Westfield for the **2018 Improvement of Parking Lot #7** as authorized by the S.O. 2203A, S.O. 2208A and Downtown Improvement Project 2018, and

WHEREAS, N.J.A.C. 5:30 provides for increases in the contract price for unanticipated adjustments through Change Order and Council Resolution, and

WHEREAS, site conditions encountered during construction necessitated additional work items and more material than had been anticipated, and

WHEREAS, Certificate of the Town Treasurer, certifying to the availability of adequate funds for the changed contract price, as described below, prepared in accordance with N.J.A.C. 5:30 1.10 has been furnished to the Town Clerk. The additional expenditure is to be charged to S.O. 2208A, on Purchase Order 18-02562.

NOW THEREFORE BE IT RESOLVED, that Change Order No. 1 in the amount of \$40,996.76 executed by Kris J. McAloon, Town Engineer, be authorized, and

BE IT FURTHER RESOLVED, that the proper Town Officials be, and they are hereby, authorized to make payment and to effect whatever actions are necessary in the execution and discharge of Change Order No. 1, for the **2018 Improvement of Parking Lot #7** increasing the contract price to \$350,939.51.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

PUBLIC WORKS COMMITTEE

DECEMBER 11, 2018

WHEREAS, D.L.S. Contracting, Inc., has completed all of the work necessary for the **2018 Improvement of Grove Street** as authorized by S.O. 2212A, and

WHEREAS, actual quantities required in the field were less than originally bid, allowing for a reduction of \$41,434.92 in the original contract price, and

WHEREAS N.J.A.C. 5:30 provides for adjustments in contracts through Change Order and Council Resolution, and

WHEREAS, the Town Engineer certifies that all of the work, totaling \$201,515.08 has been completed in a satisfactory manner, in accordance with the appropriate plans and specifications, and

WHEREAS, Certificate of the Town Treasurer, certifying to the availability of adequate funds has been furnished to the Town Clerk. Expenditure of funds pursuant to this Contract to be charged to S.O. 2212A, under Purchase Order 18-02243, and

WHEREAS, the Town has been furnished with a Lien Release, an Affidavit of Payment of Prevailing Wage, and a one year Maintenance Bond against defective workmanship and materials.

NOW THEREFORE BE IT RESOLVED, that Change Order No. 1 reducing the contract in the amount of \$41,434.92 and executed by Kris J. McAloon, Town Engineer, be authorized, and **BE IT FURTHER RESOLVED** the proper Town Officials be, and they are hereby, authorized to make final payment in the amount of \$4,030.30 and to effect whatever actions are appropriate by said final acceptance for the **2018 Improvement of Grove Street**, with a final contract price of \$201,515.08.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

PUBLIC WORKS COMMITTEE

DECEMBER 11, 2018

WHEREAS, D.L.S. Contracting, Inc., has completed all of the work necessary for the **2018 Improvement of Walnut Street** as authorized by S.O. 2212A, and

WHEREAS, actual quantities required in the field were less than originally bid, allowing for a reduction of \$14,014.15 in the original contract price, and

WHEREAS N.J.A.C. 5:30 provides for adjustments in contracts through Change Order and Council Resolution, and

WHEREAS, the Town Engineer certifies that all of the work, totaling \$165,039.60 has been completed in a satisfactory manner, in accordance with the appropriate plans and specifications, and

WHEREAS, Certificate of the Town Treasurer, certifying to the availability of adequate funds has been furnished to the Town Clerk. Expenditure of funds pursuant to this Contract to be charged to S.O. 2212A, under Purchase Order #18- and

WHEREAS, the Town has been furnished with a Lien Release, an Affidavit of Payment of Prevailing Wage, and a one year Maintenance Bond against defective workmanship and materials.

NOW THEREFORE BE IT RESOLVED, that Change Order No. 1 reducing the contract in the amount of \$14,014.15 and executed by Kris J. McAloon, Town Engineer, be authorized, and **BE IT RESOLVED**, that the proper Town Officials be, and they are hereby, authorized to make final payment in the amount of \$6,240.79 and to effect whatever actions are appropriate by said final acceptance for the **2018 Improvement of Walnut Street**, with a final contract price of \$165,039.60.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO. 2018

PUBLIC WORKS COMMITTEE

DECEMBER 11, 2018

WHEREAS, sealed bids were received on October 24, 2018 and November 20, 2018 by the Town Clerk for the **2019 Curbside Collection of Recyclable Material** in Westfield, New Jersey as authorized by Public Works Account 137-245; and

WHEREAS, one (1) bid was received on both occasions but were rejected because the Town Engineer determined that the cost exceeded the estimate for this service; and

WHEREAS, the New Jersey Public Contracts law permits contracts to be negotiated at fair and reasonable prices for the respective services when bidding on two (2) occasions has been unsuccessful; and

WHEREAS, at a meeting held November 20, 2018, the Town Council adopted Resolution No. 284-2018, authorizing the Town Engineer to negotiate a contract for 2019 Curbside Collection of Recyclable Material; and

WHEREAS, efforts to negotiate a lower cost with the lone bidder as well as with other vendors were unsuccessful.

NOW, THEREFORE, E IT RESOLVED by the Town Council of the Town of Westfield that a contract for the **2019 Curbside Collection of Recyclable Material** be and hereby is awarded to Giordano Company, 142-156 Frelinghuysen Avenue, Newark, New Jersey 07114, effective January 1, 2019 at a cost not to exceed \$607,000.00; and

BE IT FURTHER RESOLVED, that the proper Town Officials be, and hereby are, authorized to take whatever actions are appropriate in the execution of discharge of this Contract.

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TOWN OF WESTFIELD TOWN COUNCIL REGULAR MEETING

Tuesday, December 11, 2018
8:00 PM

PROPOSED AGENDA

This agenda is prepared for the information of the public. It is the order of the meeting; however, if changes in order, deletions or additions are made, they will be noted at the time.

1. Roll Call
2. Invocation
3. Salute to the flag
4. Presentations
Historic Preservation Committee
5. Appointments
6. Advertised Hearings
 1. GENERAL ORDINANCE NO. 2118
“AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF WESTFIELD,
CHAPTER 13”
7. Approval of Minutes from Town Council Conference Session held November 20, 2018
Approval of Minutes from Town Council Regular Meeting held November 20, 2018
8. Petitions and Communications
9. Open discussion by citizens
10. Bills and Claims in the amount of \$502,189.97
11. Reports of Standing Committees
Finance Policy Committee

1. Resolution authorizing the Chief Financial Officer to draw warrant to refund street opening Cash Bond
2. Resolution authorizing the Chief Financial Officer to draw warrant for dog licenses for November 2018
3. Resolution authorizing the Chief Financial Officer to draw a warrant to replenish postage meter
4. Resolution authorizing the Chief Financial Officer to draw warrant for unused parking permit fee
5. Resolution authorizing the Chief Financial Officer to draw warrants for 2017 pursuant to Tax Court of NJ
6. Resolution authorizing the Chief Financial Officer to draw warrant for overpaid taxes due to Veteran and Senior Citizen deductions for 2018
7. Resolution authorizing the Tax Collector to cancel sewer fee balances for 2018
8. Resolution authorizing the Tax Collector to cancel delinquent tax balances for 2018
9. Resolution authorizing the Chief Financial Officer to draw warrants for volunteer Firefighters
10. Resolution authorizing the Chief Financial Officer to draw warrants for Mayor and Council annual salary for the year 2018
11. Resolution authorizing the Chief Financial Officer to sign biweekly warrants for the CWA library employee salaries effective January 1, 2019
12. Resolution authorizing the Chief Financial Officer to cancel grant receivables
13. Resolution authorizing the Chief Financial Officer to cancel grant reserves
14. Resolution authorizing the Chief Financial Officer to authorize 2019 debt service
15. Resolution authorizing the Chief Financial Officer to make transfers of appropriations for bills and claims
16. Resolution authorizing the Chief Financial Officer to pay December bills and claims
17. Resolution authorizing the Chief Financial Officer to cancel balances of capital improvement authorizations
18. Resolution authorizing the Chief Financial Officer to set up Accounts Payable
19. Resolution authorizing the Chief Financial Officer to draw warrant for Risk Management Consultant Fee
20. Resolution authorizing the Chief Financial Officer to cancel outstanding checks
21. Resolutions authorizing the Chief Financial Officer to make a budget transfer

Public Safety, Transportation and Parking Committee

1. Resolution authorizing the Fire Department to advertise for public auction

Code Review & Town Property Committee

1. Resolution setting date for Town Council organizational meeting 2019
2. Resolution setting 2019 Town Council meeting dates

Public Works Committee

1. Resolution authorizing Change Order No.1 for the 2018 Improvement of Municipal Parking Lot No.7

2. Resolution authorizing the final acceptance for the 2018 Improvement to Grove Street
3. Resolution authorizing the final acceptance for the 2018 Improvement of Walnut Street
4. Resolution awarding contract for 2019 Curbside Collection of Recyclable Material

12. Reports of Department Heads

13. Executive Session
Labor Negotiations & Personnel Matter

Adjournment