

**WORK SESSION
MINUTES**

The Work Session Meeting of the Mayor and Council was in the Council Chambers and called to order at 7:34pm. Adequate notification was published in the official newspaper of the Borough of Montvale. Roll call was taken.

OPEN PUBLIC MEETING STATEMENT

Adequate notice of this meeting was provided to The Bergen Record informing the public of the time and place according to the provisions of the Open Public Meeting Law (Chapter 231, P.L. 1975).

ROLL CALL:

Councilmember Arendacs
Council President Cudequest
Councilmember Koelling

Councilmember Lane
Councilmember Roche
Councilmember Russo-Vogelsang - absent

Also Present: Borough Administrator, Joe Voytus; Borough Attorney, Dave Lafferty; and Municipal Clerk, Fran Scordo

ORDINANCES:

PUBLIC HEARING OF ORDINANCE NO. 2026-1595 CAPITAL ORDINANCE APPROPRIATING \$87,000 FROM THE GENERAL CAPITAL FUND - FUND BALANCE ACCOUNT OF THE BOROUGH OF MONTVALE FOR RECORDS PRESERVATION AND ARCHIVAL SERVICES FOR BOROUGH MINUTE BOOKS AND OFFICIAL RECORDS, A HITCH-MOUNTED VARIABLE MESSAGE SIGN BOARD FOR THE FIRE DEPARTMENT, AND LICENSE PLATE READER CAMERAS FOR THE POLICE DEPARTMENT.

BE IT ORDAINED by the Mayor and Borough Council of the Borough of Montvale, in the County of Bergen, State of New Jersey, as follows:

SECTION 1. The improvements and acquisitions described in SECTION 2 of this ordinance are hereby authorized as general capital improvements to be made or acquired by the Borough of Montvale, in the County of Bergen, State of New Jersey. For the said improvements and acquisitions or purposes stated in said SECTION 2, there is hereby appropriated the aggregate sum of \$87,000 from the Borough's General Capital Fund-Fund Balance Account.

SECTION 2. The improvements and acquisitions hereby authorized and the purposes for which said appropriation is made as provided in SECTION 1 of this ordinance are as follows:

(a) Records preservation and archival services for Borough minute books and official records, including imaging, digitization, indexing, restoration, binding, preservation systems and all related work and associated expenses therefor, in, by and for the Borough, at an estimated cost of \$26,000.

(b) Acquisition of a hitch-mounted Variable Message Sign (VMS) board for use by the Fire Department, including all related equipment, accessories and associated expenses therefor, in, by and for the Borough, at an estimated

cost of \$22,000.

(c) Acquisition and installation of License Plate Reader cameras and related equipment and technology for use by the Police Department, including all accessories, software, installation and associated expenses therefor, in, by and for the Borough, at an estimated cost of \$39,000.

Total Appropriation: \$87,000.

SECTION 3. The capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the Borough Clerk and are available for public inspection.

SECTION 4. This ordinance shall take effect after final adoption and publication as provided by law.

Motion to Introduced for second reading Ordinance No. 2026-1595 by Councilmember Roche; seconded by Councilmember Lane; Clerk read by title only.

Motion to open meeting to public by Councilmember Lane; seconded by Councilmember Koelling - All ayes.

No public comment

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Roche - All ayes.

Motion to adopt on Second and Final Reading on the Borough of Montvale's website <http://www.montvale.org/publicnotices> by Councilmember Lane; seconded by Councilmember Roche - All ayes on a roll call vote.

Councilmember Roche asked for clarification regarding the message sign for the Fire Dept.; the BA explained it will be used for emergency calls on the Garden State Parkway

INTRODUCTION OF ORDINANCE NO. 2026-1596 AN ORDINANCE APPROPRIATING \$160,000 FROM THE CAPITAL IMPROVEMENT FUND FOR MAJOR VEHICLE REPAIRS AND REHABILITATION, MAJOR ROADWAY REHABILITATION, AND SEWER SYSTEM REHABILITATION

(public hearing 7-28-26)

A motion to Introduce Ordinance 2026-1596 for first reading was made by Councilmember Roche; seconded by Councilmember Koelling; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and posted on the Borough's website <http://www.montvale.org/publicnotices>; seconded by Councilmember Koelling - a roll call was taken – all ayes

INTRODUCTION OF ORDINANCE NO. 2026-1597 AN ORDINANCE APPROPRIATING \$30,000 FROM THE CAPITAL IMPROVEMENT FUND FOR MUNICIPAL INFORMATION TECHNOLOGY AND CYBERSECURITY INFRASTRUCTURE IMPROVEMENTS
(public hearing 7-28-26)

A motion to Introduce Ordinance 2026-1597 for first reading was made by Councilmember Roche; seconded by Councilmember Koelling; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and posted on the Borough's website <http://www.montvale.org/publicnotices>; seconded by Councilmember Roche - a roll call was taken – all ayes
Councilmember Arendacs asked for clarification, the BA stated this is to upgrade all the computers to be compatible with new version of Microsoft.

MEETING OPEN TO PUBLIC

Agenda Items Only

A motion to open the meeting to the public for agenda items only by Councilmember Lane; seconded by Councilmember Koelling – all ayes

No public comment

MEETING CLOSED TO PUBLIC

Agenda Items Only

A motion to close the meeting to the public for agenda items only by Councilmember Lane; seconded by Councilmember Koelling – all ayes

MINUTES:

June 11, 2026

A motion to accept the minutes by Councilmember Lane; seconded by Councilmember Koelling - all ayes

CLOSED/EXECUTIVE MINUTES:

None

RESOLUTIONS: NON-CONSENT

None

RESOLUTIONS: (CONSENT AGENDA*)

All items listed on a consent agenda are considered to be routine and non-controversial by the Borough Council and will be approved by a motion, seconded and a roll call vote. There will be no separate discussion on these items unless a Council member(s) so request it, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

133-2026 A Resolution Authorizing Inclusion In The Bergen County Community Development Program

WHEREAS certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended; the HOME Investment Partnership Act of 1990, as amended; and the Emergency Solutions Grant of 2012; and

WHEREAS the current Interlocal Services Cooperative Agreement contains an automatic renewal clause to expedite the notification of the inclusion process; and

WHEREAS each Municipality must notify the Bergen County Division of Community Development of its intent to continue as a participant in the Urban County entitlement programs noted above; and

WHEREAS it is in the best interest of the Municipality of the Borough of Montvale and its residents to participate in said Programs.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Municipality of the Borough of Montvale hereby notifies the Bergen County Division of Community Development of its decision to be included as a participant Municipality in the Urban County entitlement programs being the Community Development Block Grant Program (CDBG), the HOME Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG) for the Fiscal Years 2027, 2028, and 2029 covering the period July 1, 2027 – June 30, 2030; and

BE IT FURTHER RESOLVED that an original copy of this resolution be made available to the Director of the Bergen County Division of Community Development as soon as possible and no later than MONDAY, JULY 20, 2026.

134-2026 A Resolution Authorizing The Execution Of An Agreement With The County Of Bergen To Supersede The Cooperative Agreement Dated July 1, 2024, And Amendments Thereto Establishing The Bergen County Community Development Program

WHEREAS certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended; the HOME Investment Partnership Act of 1990, as amended; and the Emergency Solutions Grant of 2012; and

WHEREAS it is necessary to supersede an existing Interlocal Services Cooperative Agreement for the County and its people to benefit from these Programs; and

WHEREAS, an Agreement has been proposed under which the Municipality of the Borough of Montvale and the County of Bergen in cooperation with other Municipalities, will modify an Interlocal Services Program pursuant to N.J.S.A. 40A:65-1 et seq.; and

WHEREAS it is in the best interest of the Municipality of the Borough of Montvale to enter into such an Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Municipality of the Borough of Montvale that the Agreement entitled “Three Year Cooperative Agreement” (an Agreement superseding the Cooperative Agreement dated July 1, 2024 – June 30, 2027) to clarify the planning and implementation procedures and to enable the Municipality to make a Three Year irrevocable commitment to participate in the Community Development Block Grant Program (CDBG), the Home Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG) for the Fiscal Years 2027, 2028, and 2029 covering the period July 1, 2027 – June 30, 2030, be executed by the Mayor and Municipal Clerk in accordance with the provisions of law; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately in accordance with law and that an original copy be made available to the Director of the Bergen County Division of Community Development as soon as possible and no later than MONDAY, JULY 20, 2026.

135-2026 2026-2028 County of Bergen Municipal Snow Plow Agreement

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the appropriate municipal officials be and are hereby authorized to execute the attached two-year consecutive snow seasons agreement to participate in the 2026-2028 County Snow Plowing Program.

BE IT FURTHER RESOLVED, that the Borough of Montvale shall use the Pascack Valley Department of Public Works and/or contractor to perform the snow/ice pushing and removal control operations on all roads and streets located within the Borough of Montvale.

136-2026 Borough of Montvale Fire Department LOSAP Eligible Individuals

WHEREAS, The Borough of Montvale, has adopted a LOSAP program for the members of the Montvale Fire Department; and

WHEREAS, to be eligible for the annual \$1,617.00 stipend for 2025, totaling \$29,106.00 for the Department, the Montvale Fire Department must meet certain criteria; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the Borough Treasurer initiate LOSAP payments in the name of those Fire Department members deemed eligible to receive them.

137-2026 A Resolution Awarding a Contract to Storr Tractor Company for a Toro Zmaster 4000 Mower and Related Equipment Pursuant to Bergen County Co-Op Contract BC-BID-24-10

WHEREAS, the Borough of Montvale has a need to acquire one Toro Zmaster 4000 mower and related equipment for use by the Pascack Valley Department of Public Works, consistent with the Shared Services Agreement between Montvale and River Vale; and

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

WHEREAS, the Borough of Montvale is a member of the Bergen County Co-Op; and

WHEREAS, the Borough did solicit a proposal from Storr Tractor Company pursuant to Bergen County Co-Op Contract BC-BID-24-10; and

WHEREAS, Storr did submit a proposal dated January 12, 2026, in the total amount of \$15,515.02; and

WHEREAS, the Borough is desirous of entering into a contract through the Bergen County Co-Op with Storr for this equipment as set forth in the January 12, 2026 proposal attached hereto and incorporated herein by reference; and

WHEREAS, any and all contracts entered into pursuant to this resolution shall remain subject to review and approval as to form by the Borough Attorney; and

WHEREAS, the Chief Financial Officer has certified that funds have been appropriated and are available for this purpose.

NOW, THEREFORE, BE IT RESOLVED that the Borough of Montvale does hereby award the above-referenced contract pursuant to Bergen County Co-Op Contract BC-BID-24-10, as follows:

Vendor

Storr Tractor Company
3191 US 22
Branchburg, New Jersey 08876

Contract Amount

\$15,515.02

138-2026 A Resolution Authorizing the Re-Affirmation Of The Policy & Procedures Manual Of The Municipality

WHEREAS, the Municipality has a Policies & Procedures Manual which has been established to ensure Employees and prospective Employees are treated in a manner consistent with all applicable employment laws, regulations and protocols; and

WHEREAS, the Borough places great value and consideration in relation to the health, well-being and safety of its Employees.

WHEREAS, said Manual is also in accordance with the requirements promulgated by the Bergen County Municipal Joint Insurance Fund and under the auspices of the New Jersey Municipal Excess Liability Fund; and

WHEREAS, the JIF has recommended adopting a new Policy to govern AI usage, and to adopt amended policies concerning the Family and Medical Leave Act (FMLA) and New Jersey Family Leave Act (FLA); and

WHEREAS, *other provisions have been edited for clarity or to conform to current practice.*

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey the Manual previously adopted by Resolution is hereby reaffirmed to serve as the Borough's Policies and Procedures serving and applying to every Employee, Volunteer, Elected & Appointed Official and Independent Contractor(s) serving the Municipality; and

BE IT FURTHER RESOLVED, the Borough will continue to monitor changes in Federal and State Statutes and Regulations to ensure continued compliance with applicable laws, regulations and policies that impact the employment practices of the Municipality; and

BE IT FURTHER RESOLVED, a certified copy of this Resolution shall be maintained on file in the Clerk's office and shall also be forwarded to Professional Insurance Associates, 429 Hackensack Street, P.O. Box 818 Carlstadt, NJ 07072, Risk Management Consultant to the Municipality.

139-2026 A Resolution Approving a Contract with Foveonics Document Solutions Pursuant to ESCNJ Contract #65MCESCCPS for Digitizing Mayor and Council and Planning Board Meeting Minutes

WHEREAS, the Borough has a need to procure the services necessary to digitize and preserve the minute books for the Mayor and Council and Planning Board to improve both internal and external access and ensure business continuity in the event of a disaster; and

WHEREAS, the Borough did solicit a proposal from Foveonics Document Solutions pursuant to ESCNJ Contract #65MCESCCPS dated October 9, 2025, to perform these services; and

WHEREAS, pursuant to Section 11 of the Local Public Contracts Law, N.J.S.A. 40A:11-11, the Borough is a member of a cooperative pricing system for the provision of goods and services with the Educational Services Commission of New Jersey ("ESCNJ"), formerly known as the Middlesex County Educational Services Commission; and

WHEREAS, the Borough is desirous of entering into a contract through ESCNJ with Foveonics for the above-described services, as set forth in the October 9, 2025 Proposal attached hereto and incorporated herein by reference; and

WHEREAS, any and all contracts entered into pursuant to this resolution shall remain subject to review and approval as to form by the Borough Attorney; and

WHEREAS, the Chief Financial Officer has certified that funds have been appropriated and are available for this purpose.

NOW, THEREFORE, BE IT RESOLVED that the Borough of Montvale does hereby award the above-referenced contract pursuant to ESCNJ Contract #65MCESCCPS, as follows:

Vendor	Contract Amount
Foveonics Document Solutions	\$25,032.73 (Full digitization, one-time fee)
99 Grayrock Road	\$100 (Images on Hard Drive, one-time fee)
Clinton, NJ 08809	\$240 (Storage cost, per year)
	\$420 per year (Repository cost, per year)

BE IT FURTHER RESOLVED that the Mayor, Borough Clerk, and all other appropriate officials, officers and employees are hereby directed, authorized and empowered to take all steps necessary to effectuate the provisions and purposes of this resolution.

140-2026 A Resolution Approving the Plan and Design for the "NJDOT LAIF2024 & NJDOT FY2026 – Memorial Drive Improvements" Project and Authorizing the Receipt of Bids

WHEREAS, N.J.S.A. 59:4-6 provides in pertinent part that neither the public entity nor a public employee is liable for an injury caused by the plan or design of public property or any improvement thereto where the plan or design was approved in advance of construction by the governing body or a public employee exercising discretionary authority on its behalf or where such plan or design was prepared in conformity with standards previously approved by the governing body; and

WHEREAS, certain improvements described herein have been designed by Colliers Engineering and Design (the "Design Professional"); and

WHEREAS, this project is subject to the requirements of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. which mandates public bidding for contracts exceeding the bid threshold; and

WHEREAS, the Borough of Montvale wishes to memorialize its approval of said design and authorize the receipt of bids for such project.

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

1. The plans and specifications entitled "NJDOT LAIF2024 & NJDOT FY2026 – Memorial Drive Improvements" prepared by Colliers Engineering & Design dated 4/30/2026 last revised 6/16/2026 are hereby approved.
2. The Borough Clerk is hereby authorized to publish notice for the receipt of bids, pursuant to bid specifications prepared by the Design Professional.
3. The bids shall be opened and publicly read at a date and time to be set forth in the notice to bidders in compliance with the timing requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.
4. The Mayor and Council anticipate awarding the contract for this project at its public meeting on July 28, 2026, or at a special meeting held for such purpose, subject to compliance with bid review requirements.
5. Upon the completion of the improvements described herein above, the Design Professional shall inspect said improvements and certify to the Borough Council, before final payment is made for same, that said improvements have been constructed in accordance with the above-referenced plans, specifications and design.
6. The Borough Clerk shall archive this Resolution in a manner consistent with the purpose of perpetually documenting governmental immunity in the event of any claim based upon the plan, design or construction of the improvement.

Introduced by: Councilmember Lane; seconded by Councilmember Koelling - a roll call was taken - all ayes

ADD-ON RESOLUTION

141-2026 A Resolution Awarding a Contract to Liberty Parks & Playgrounds for a Steelworx Gable Pavilion for Huff Park Pursuant to ESCNJ Contract 24/25-01 and Awarding a Contract for Additional Tongue & Groove Roof Decking and Installation of a Concrete Pad Pursuant to N.J.S.A. 40A:11-6.1

WHEREAS, the Borough has a need to procure the necessary materials and labor to install a new 30' x 34' pavilion at the Montvale Community Garden; and

WHEREAS, the Borough did solicit a proposal from Liberty Parks & Playgrounds pursuant to ESCNJ Contract 24/25-01, Playground Equipment; and

WHEREAS, Liberty did submit three proposals dated May 8, 2026, for the pavilion including optional tongue and groove ceiling, and all labor and materials necessary for site preparation, pouring the concrete foundation and installation of the pavilion, in the total amount of \$148,505.63; and

WHEREAS, pursuant to Section 11 of the Local Public Contracts Law, N.J.S.A. 40A:11-11, the Borough is a member of a cooperative pricing system for the provision of goods and services with the Educational Services Commission of New Jersey ("ESCNJ"), formerly known as the Middlesex County Educational Services Commission; and

WHEREAS, the Borough is desirous of entering into a contract through ESCNJ with Liberty for the base model pavilion plus installation, as set forth in the May 8, 2026 proposal attached hereto and incorporated herein by reference; and

WHEREAS, the Borough is desirous of entering into a contract with Liberty for the optional tongue & groove roof ceiling and the concrete pad labor and materials pursuant to N.J.S.A. 40A:11-6.1, pursuant to the additional May 8, 2026 proposals attached hereto and incorporated herein by reference; and

WHEREAS, the solicitation of competing proposals for the tongue & groove roof ceiling and concrete pad installation was deemed not to be practicable due to the required proprietary nature of the materials required for the roof ceiling and the integrated nature of the labor required for installation of the concrete pad and the pavilion; and

WHEREAS, any and all contracts entered into pursuant to this resolution shall remain subject to review and approval as to form by the Borough Attorney; and

WHEREAS, this purchase is and shall be funded by a generous grant from the Oritani Foundation; and

WHEREAS, the Chief Financial Officer has certified that funds have been appropriated and are available for this purpose.

NOW, THEREFORE, BE IT RESOLVED that the Borough of Montvale does hereby award the above-referenced contract pursuant to ESCNJ 24/25-01, as follows:

Vendor	Contract Amount
Liberty Parks & Playgrounds	\$119,439.63 (base model plus installation)
P.O. Box 52	\$13,566.00 (optional tongue & groove ceiling)
Stratford, NJ 08084	<u>\$15,500.00 (concrete pad labor and materials)</u>
	\$148,505.63 (total)

BE IT FURTHER RESOLVED that the Mayor, Borough Clerk, and all other appropriate officials, officers and employees are hereby directed, authorized and empowered to take all steps necessary to effectuate the provisions and purposes of this resolution.

Introduced by: Councilmember Lane; seconded by Councilmember Koelling - a roll call was taken - all ayes

BILLS: Administrator read the Bill Report

Motion to pay bills by Councilmember Lane; seconded by Councilmember Roche - all ayes

ENGINEER'S REPORT: Nick Chelius

No Report

ATTORNEY REPORT: Dave Lafferty

No Report

ADMINISTRATOR REPORT: Joe Voytus

No Report

UNFINISHED BUSINESS:

- Bergen County Open Space Grant – change scope of work – Major Field

The BA, stated that we received 2 grants for Major Field and Flagg Field, the cost of the improvements exceeded our expectations. The BA, asked if council would like to change the scope of work to accommodate the grant money for example change bleachers, the backstop etc. It was decided by councilmembers to get a proposal first before making a decision.

NEW BUSINESS:

None

COMMUNICATION CORRESPONDENCE:

None

MEETING OPEN TO THE PUBLIC:

HEARING OF CITIZENS WHO WISH TO ADDRESS THE MAYOR AND COUNCIL:

Upon recognition by the Mayor, the person shall proceed to the floor and give his/her name and address in an audible tone of voice for the records. Unless further time is granted by the Council, he/she shall limit his/her statement to five (5) minutes. Statements shall be addressed to the Council as a body and not to any member thereof. No person, other than the person having the floor, shall be permitted to enter into any discussion, without recognition by the Mayor.

A motion to open meeting to the public by Councilmember Lane; seconded by Councilmember Roche – all ayes

Nick Napolitano, 9 Hope Street

Mr. Napolitano is concerned with the use of license plate readers; he mentioned the software brand of FLOCK; he stated it logs all information of you, your car, it also tracks time and place when you drive pass one of these cameras; the data is being shared with other agencies;

A motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Roche – all ayes

ADJOURNMENT:

Motion to adjourn by Councilmember Lane; seconded by Councilmember Roche – all ayes

Meeting adjourned at 8:10pm

Regular Meeting of the Mayor & Council will be held at 7:30pm on Tuesday July 28, 2026

Respectfully submitted, Frances Scordo, Municipal Clerk