A G E N D A
Combined Meeting of the Mayor and Council
Wednesday, February 13, 2013
7:30 PM

CALL THE MEETING TO ORDER –

STATEMENT –

This is a Combined Meeting of the Mayor and Council of the Borough of Northvale. The date, time and location of this meeting has been advertised in the official Newspapers of the Borough, filed with the Borough Clerk and posted on the bulletin board in the Municipal Building. All notice requirements of the Open Public Meetings Act for this meeting have been fulfilled. Please note the fire exits as required by law at public meetings.

SALUTE TO THE FLAG – SILENT PRAYER –

ROLL CALL -

Mayor Bazela, Councilwoman Libby, Councilman Marana, Councilman Piehler, Councilman Shepard, Councilman Sokoloski and Councilman Sotiropoulos.

APPOINTMENTS & PERSONNEL CHANGES –

AWARDS AND PRESENTATIONS –

APPROVAL OF MINUTES –

MONTHLY REPORTS – (Correspondence on file in Borough Clerks Office)

Tax Collector – December & January
Police Department – December & January
Fire Prevention – December & January
Municipal Court – December & January
Building Department – December & January

CORRESPONDENCE –

FOR DISCUSSION –

Establishment of a Shade Tree Commisssion and possible Introduction of Ordinance for same.

RESOLUTIONS –

DRAFT SUBJECT TO CHANGE

#2013-15 Authorize the Mayor to Sign Interlocal Agreement with the Borough of Rockleigh for DPW Services – Agreement with Rockleigh

By: 2nd: RC:

#2013-16 Interboro Mutual Aid Agreement

By: 2nd: RC:

#2013-17 Recognizing the Adoption of a Complete Streets Policy

By: 2nd: RC:

#2013-18 Amending the Boroughs Hazard Mitigation Plan

By: 2nd: RC:

#2013-19 Change Order #1 Fabric Salt Storage Shed

By: 2nd: RC:

#2013-20 PULLED

By: 2nd: RC:

#2013-21 Authorize Mayor Bazela to Sign Agreement for PILOT Program with County of Bergen – 176 Paris Avenue – PILOT Agreement

By: 2nd: RC:

#2013-22 Payment of Bills

By: 2nd: RC:

ORDINANCES – 2nd reading –

ORDINANCE #914-2013 – A ORDINANCE TO FIX THE SALARIES, WAGES AND COMPENSATION OF POLICE EMPLOYYES OF THE BOROUGH OF NORTHVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY

Motion:

Second:

Open public hearing –

Close public hearing –

Council Comments –

ROLL CALL VOTE:

DRAFT SUBJECT TO CHANGE

ORDINANCE #915-2013 – AN ORDINANCE TO FIX THE SALARIES, WAGES AND COMPENSAION OF CERTAIN EMPLOYEES OF THE BOROUGH OF NORTHVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY

Motion:

Second:

Open public hearing –

Close public hearing –

Council Comments –

ROLL CALL VOTE:

ORDINANCES – 1st reading –

ORDINANCE #916-2013 – AN ORDINANCE TO FIX THE SALARIES, WAGES AND COMPENSATION OF POLICE EMPLOYEES OF THE BOROUGH OF NORTHVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY – POLICE CHIEF AND CAPTAIN

By: 2nd: RC:

ORDINANCE #917-2013 – AN ORINANCE AMENDING AND SUPPLLEMENTING THE CODE OF THE BOROUGH OF NORTHVALE, ENITLED "POLICE DEPARTMENT EMPLOYEES – ADULT SCHOOL CROSSING GUARDS; TERMS; REVOCATION; QUALIFICATIONS; SUPERVISION AND DIRECTION

By: 2nd: RC:

ORDINANCE #918-2013 – AN ORDINANCE TO ESTABLISH THE POSITIONS OF ADMINISTRATIVEN ASSISTANT AND INFORMATION TECHNOLOGY COORDINATOR AND TO FIX THE SALARIES, WAGES AND COMPENSATION FOR SAID POSITIONS

MAYOR & COUNCIL REPORTS –

BOROUGH ENGINEER REPORTS –

BOROUGH ATTORNEY REPORTS –

HEARING OF THE PUBLIC –

ADJOURNMENT –

By: 2nd: RC:

DRAFT SUBJECT TO CHANGE

BOROUGH OF NORTHVALE
County of Bergen
State of New Jersey

MOTION:

SECOND:

RESOLUTION #2013-15

Authorize Mayor Bazela to Sign Interlocal Agreement with the Borough of Rockleigh for DPW Services

WHEREAS, the Borough of Rockleigh requires the services of the Department of Public Works of the Borough of Northvale; and

WHEREAS, pursuant to the Uniformed Shared Services and Consolidation Act, this sharing of services is permitted once the parties have entered into a mutual agreement for such services;

NOW, THEREFORE, BE IT RESOLVED, that Mayor Bazela is hereby authorized to sign the above mentioned agreement with the Borough of Rockleigh.

DRAFT NOT APPROVED

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at their regular meeting held on _____, 2013

_____
Wanda A. Worner, Borough Clerk

Name	Yes	No	Absent	Abstain
Libby	☐	☐	☐	☐
Marana	☐	☐	☐	☐
Piehler	☐	☐	☐	☐
Shepard	☐	☐	☐	☐
Sokoloski	☐	☐	☐	☐
Sotiropoulos	☐	☐	☐	☐

BOROUGH OF NORTHVALE
County of Bergen
State of New Jersey

MOTION:

SECOND:

RESOLUTION #2013-16

INTERBORO MUTUAL AID GROUP AGREEMENT

WHEREAS, it is the intent of the undersigned municipalities, its fire departments and respective fire companies to enter into a mutual aid and assistance program pursuant to and required by law as set forth in NJAC 5:75A-2.2, and

WHEREAS, this agreement is intended to supersede any earlier agreements which may have been signed between the parties hereto, and

WHEREAS, this agreement shall be by and between the following boroughs, towns, municipalities, fire departments and fire companies and the parties agree to be bound thereby,

Alpine	Dumont	Norwood
Bergenfield	Harrington Park	Old Tappan
Closter	Haworth	Rockleigh
Cresskill	New Milford	Tenafly
Demarest	Northvale	

WHEREAS, it is necessary to have an agreement to define the obligations and duties of the parties of the Interboro Mutual Aid Group;

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties covenant and agree as follows:

(1) Call for assistance: All calls for assistance among the Mutual Aid members shall be made through the dispatch facility of the department or municipality requiring assistance to the dispatch facility for the town from which assistance is requested. The request for assistance shall come from the Fire Chief or other ranking officer in charge of the fire or emergency incident. The town(s) requesting the assistance shall give the following information: location of the fire or emergency incident, route to be taken, and type of equipment requested. Towns

DRAFT NOT APPROVED

requesting assistance shall have a police radio car on the town boundary line to meet the apparatus and escort them to the location of the fire or emergency incident if needed.

(2) The Fire Chief, Deputy Fire Chief, Assistant Fire Chief or ranking officer in charge of the fire department that called for assistance shall be in charge of the fire or emergency incident in accordance with NJAC 5:75 et. seq.. Apparatus reporting in from other towns shall report to the Staging Officer or other appropriate Commander at the scene prior to placing apparatus and personnel to work.

(3) There shall be no charge imposed against any member municipality or department receiving personnel, apparatus or equipment.

(4) Cost recovery may only be imposed where permitted by the New Jersey Uniform Fire Code; federal, state and local laws allowing for cost recovery involving hazardous material incidents; or cost recovery that is considered recoverable under law from responsible parties.

(5) Each of the undersigned municipalities agrees to assume the cost of loss or damage to its own equipment.

(6) It is understood and agreed that in the event of the failure of any of the departments to respond to the call for assistance, the department and municipality failing to respond shall in no way be liable.

(7) It is understood that the Agreement will take effect and be operative by all municipalities and departments that sign same until such time as any municipality or department provides notice of their intent to withdraw from the mutual aid group. A 30-day written notice shall be given by any party to this Agreement of their intention to withdraw from this Agreement. The agreement shall remain in full force thereafter as regards the remaining signators.

DRAFT NOT APPROVED

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at their regular meeting held on _____, 2013

_____
Wanda A. Worner, Borough Clerk

Name	Yes	No	Absent	Abstain
Libby	☐	☐	☐	☐
Marana	☐	☐	☐	☐
Piehler	☐	☐	☐	☐
Shepard	☐	☐	☐	☐
Sokoloski	☐	☐	☐	☐
Sotiropoulos	☐	☐	☐	☐

BOROUGH OF NORTHVALE
County of Bergen
State of New Jersey

MOTION:

SECOND:

RESOLUTION #2013-17

RESOLUTION OF THE NORTHVALE COUNCIL RECOGNIZING THE ADOPTION OF A COMPLETE STREETS POLICY

WHEREAS, the Council of the Borough of Northvale recognizes the need to accommodate all modes of travel on Borough streets, including pedestrians, cyclists, motorists and mass transit riders; and,

WHEREAS, the Borough of Northvale seeks to meet the transportation needs of all its citizens by providing road networks that are safer, healthier, more livable and welcoming to everyone, regardless of age and ability; and,

WHEREAS, the Borough of Northvale defines Complete Streets as roadways designed, operated and maintained to enable safe, attractive and comfortable access and travel for all users. Pedestrians, bicyclists, motorists and public transport users of all ages and abilities are able to safety and comfortably move along and across a complete street; and,

WHEREAS, Complete Streets are typically designed to include wider sidewalks, pedestrian intersection treatments, bicycle facilities, enhanced landscaping and transit accommodations; and,

WHEREAS, a Complete Streets policy is consistent with the Borough's sustainability goals and the most recently adopted Borough Master Plan;

THEREFORE, BE IT RESOLVED, the Municipal Council of the Borough of Northvale hereby establishes a Complete Streets Policy, which directs Borough staff to accommodate all modes of travel, including pedestrians, cyclists and transit riders, to the highest degree possible when redesigning the public right-of-way.

DRAFT NOT APPROVED

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at their regular meeting held on _____, 2013

_____
Wanda A. Worner, Borough Clerk

Name	Yes	No	Absent	Abstain
Libby	☐	☐	☐	☐
Marana	☐	☐	☐	☐
Piehler	☐	☐	☐	☐
Shepard	☐	☐	☐	☐
Sokoloski	☐	☐	☐	☐
Sotiropoulos	☐	☐	☐	☐

BOROUGH OF NORTHVALE
County of Bergen
State of New Jersey

MOTION:

SECOND:

RESOLUTION #2013-18

RESOLUTION OF THE NORTHVALE COUNCIL AMENDING THE BOROUGH'S HAZARD MITIGATION PLAN

WHEREAS, the Borough is in the process of reviewing and amending its Hazard Mitigation Plan; and,

WHEREAS, as part of such review, a review of priorities will be recommended for change placing emergency generators as the first priority; and,

WHEREAS, the Northvale Fire Department at 204 Washington Street, Northvale, New Jersey 07647 shall be the first priority for the installation of an emergency generator; and,

WHEREAS, the Northvale Volunteer Ambulance Corps at 196 Firenze Street, Northvale, New Jersey 07647 shall be the second priority for the installation of an emergency generator.

NOW THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Northvale that a review and amendment of the Borough's Hazard Mitigation Plan include emergency generators as the first priority in the amended Plan.

DRAFT NOT APPROVED

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at their regular meeting held on _____, 2013

_____
Wanda A. Worner, Borough Clerk

Name	Yes	No	Absent	Abstain
Libby	☐	☐	☐	☐
Marana	☐	☐	☐	☐
Piehler	☐	☐	☐	☐
Shepard	☐	☐	☐	☐
Sokoloski	☐	☐	☐	☐
Sotiropoulos	☐	☐	☐	☐

BOROUGH OF NORTHVALE
County of Bergen
State of New Jersey

MOTION:

SECOND:

RESOLUTION #2013-19

Authorization of Change Order 1 in a Contract between the Borough of Northvale and Freespan Structures Inc., for Fabric Roof Salt Storage Shed Project

WHEREAS, the Borough of Northvale and Freespan Structured Inc., entered into a Contract for the installation of a Fabric Roof Salt Storage She at the Department of Public Works Building located at 195 Paris Avenue; and

WHEREAS, it has been determined that certain changes to this Contract are necessary; and

WHEREAS, the Borough engineer recommends changes as outlined in the Borough engineer's February 7, 2013 correspondence; and,

WHEREAS, the change order increases the Contract amount by $6,560.00 bringing the revised contract amount to $74,790.00.

NOW, THEREFORE BE IT RESOLVED the Borough of Northvale authorizes the change order increase in the amount of $6,500.00 to the original Contract amount of $68,230.00 bringing the revised Contract amount to $74,790.00 as recommended and detailed in the February 7, 2013 correspondence from the Borough engineer.

DRAFT NOT APPROVED

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at their regular meeting held on _____, 2013

_____
Wanda A. Worner, Borough Clerk

Name	Yes	No	Absent	Abstain
Libby	☐	☐	☐	☐
Marana	☐	☐	☐	☐
Piehler	☐	☐	☐	☐
Shepard	☐	☐	☐	☐
Sokoloski	☐	☐	☐	☐
Sotiropoulos	☐	☐	☐	☐

BOROUGH OF NORTHVALE
County of Bergen
State of New Jersey

MOTION:

SECOND:

RESOLUTION #2013-21

Authorize Mayor Bazela to Sign Agreement for Payment in Lieu of Taxes with the Housing Development Corporation of Bergen County – 176 Paris Avenue

BE IT RESOLVED, that Mayor Bazela is hereby authorized to sign the above mentioned agreement.

DRAFT NOT APPROVED

I hereby certify that this is a true copy of the Resolution passed by the Governing Body at their regular meeting held on _____, 2013

_____
Wanda A. Worner, Borough Clerk

Name	Yes	No	Absent	Abstain
Libby	☐	☐	☐	☐
Marana	☐	☐	☐	☐
Piehler	☐	☐	☐	☐
Shepard	☐	☐	☐	☐
Sokoloski	☐	☐	☐	☐
Sotiropoulos	☐	☐	☐	☐

BOROUGH OF NORTHVALE
County of Bergen
State of New Jersey

ORDINANCE #914-2013

AN ORDINANCE TO FIX THE SALARIES, WAGES AND COMPENSATION OF POLICE EMPLOYEES OF THE BOROUGH OF NORTHVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

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

Section 1. That the following annual salaries, wages and compensation shall be paid to Police Employees of the Borough of Northvale in the amounts set forth opposite their respective title and commencing on January 1, 2013 through December 31, 2013:

EMPLOYEES HIRED PRIOR TO 01-01-2012

Lieutenant	123,711.00
Sergeant	116,133.00
Patrolman	
Beginning:	
Sixth year	110,069.00
Fifth year	96,443.00
Fourth year	82,796.00
Third year	69,153.00
Second year	55,494.00
First year	44,225.00
Training pay	39,040.00

EMPLOYEES HIRED AFTER 01-01-2012

Lieutenant	123,711.00
Sergeant	116,133.00
Patrolman	
Beginning:	
Seventh year	110,069.00
Sixth year	88,341.00
Fifth year	86,912.00
Fourth year	75,334.00
Third year	63,756.00
Second year	52,178.00
First year	40,600.00
Training pay	35,525.00

INTRODUCED JANUARY 8, 2013

Section 2. In addition to the compensation set forth in Section 1, each full time member of the Police Department hired before January 1, 2012, shall receive longevity pay as follows:

2% of annual base pay after 7 years of service
4% of annual base pay after 10 years of service
6% of annual base pay after 13 years of service
8% of annual base pay after 17 years of service
10% of annual base pay after 21 years of service

The following longevity schedule will take effect for all employees hired after January 1, 2012:

1.5% of annual base pay after 8 years of service
3% of annual base pay after 10 years of service
5% of annual base pay after 13 years of service
8% of annual base pay after 17 years of service
10% of annual base pay after 21 years of service

If an employee reaches a higher plateau of longevity entitlement at any time during the calendar year, then said employee shall be entitled to receive the full value of the higher plateau.

Section 3. Time in excess of the basic work week or tour for a day performed by a Lieutenant, Sergeant or Patrolman shall be compensated for at the rate of time and one-half.

Section 4. Each full-time member of the Police Department under Contract shall receive a lump sum compensation for thirteen (13) holidays, payable between December 1 and 5, 2012

Section 5. There shall be paid to each full-time member of the Police Department during the year of attainment of college credits towards a Police Science Degree and in each year of service thereafter the sum of:

$ 300.00 upon completion of 25 credits
$ 600.00 upon completion of 45 credits
$1,000.00 upon completion of an Associate's Degree
$1,500.00 upon completion of a Bachelor's Degree

Where an employee qualifies for a higher plateau of credits during the first half of a calendar year (January 1 through June 30), then said employee shall be entitled to higher educational incentive payments starting the first day of July 1 of that same year and in

INTRODUCED JANUARY 3, 2013

each year of service thereafter. In the event that an Employee qualifies for a higher plateau of credits during the last half of the calendar year (July 1 through December 31), then the entitlement to higher educational compensation shall commence with the following January 1 and in each year of service thereafter.

Section 6. All full time employees of the Police Department shall be paid bi-weekly.

Section 7. All ordinances or parts of ordinances inconsistent herewith are repealed.

Section 8. This ordinance shall take effect immediately after passage and publication according to law.

_____
PAUL BAZELA, MAYOR

Wanda A. Worner
Borough Clerk

Introduced: January 3, 2013

Passed:

INTRODUCED JANUARY 3, 2013

BOROUGH OF NORTHVALE
County of Bergen
State of New Jersey

ORDINANCE # 915-2013

AN ORDIINANCE TO FIX THE SALARIES, WAGES AND COMPENSATION OF CERTAIN EMPLOYEES OF THE BOROUGH OF NORTHVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY

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

Section 1. The employees herein designated shall be paid up to the annual salaries as follows:

POSITION/TITLE	2013 SALARY
Mayor	5,040.00
Council Members	3,556.00
Borough Clerk	66,642.00
Safety Director	500.00
Election Official	500.00
Clerk Typist	23,500.00
Deputy Clerk	2,200.00
Network Administrator	6,000.00
Chief Financial Officer	24,000.00
Accounting Assistant	31,457.00
Tax Collector	53,014.00
Tax Assessor	5,000.00
Assistant to Tax Assessor	5,927.00
Planning Zoning Secretary	4,144.00
OEM Coordinator	1,186.00
Construction Code Official	16,442.00
UCC Sub-code Official	5,712.00
Fire Sub-code Official	5,858.00
Electrical Sub-code Official	5,525.00
Plumbing Sub-code Official	6,855.00
Construction Code Technical Assistant	34,294.00
Code Compliance Officer	12,673.00
Code Compliance Secretary	1,335.00
Fire Prevention Officer	16,902.00
Fire Prevention Inspector	7,328.00
Fire Prevention Inspector	9,410.00
Fire Prevention Secretary	1,897.00
Magistrate	23,845.00

Acting Judge	125.00 per session
Court Administrator	34,372.00
Deputy Court Clerk	13,070.00
Recording Clerk	Up to 11.48 per hour
Municipal Court Attendant	Up to 18.50 per hour
Prosecutor	11,560.00
Public Defender	4,526.00
DPW Superintendent	88,193.00
DPW Part-time / Seasonal Worker	10.00 – 15.00 per hour
Recycling Coordinator	3,132.00
Recycling / DPW Secretary	2,380.00
Registrar of Vital Statistics	6,351.00
Deputy Registrar	4,490.00
Board of Health Meetings (12 Meetings)	430.00
Nurse	7,762.00
Pest Control Officer	3,557.00
Senior Center Director	37,722.00
Senior Center Bookkeeper	Up to 12.58 per hour
Senior Center Kitchen Aide	Up to 9.60 per hour
Senior Center – Office Help	Up to 12.52 per hour
Senior Van Driver	Up to 12.55 per hour
Fire Department Engineer	1,808.00

Section 2. The compensation of Special Police and School Crossing Guards shall be as follows:

School Crossing Guards - per hour $ 19.38

Section 3. In addition to the compensation set forth in Section 1, each full time employee of the Borough of Northvale shall receive longevity pay as follows:

2% of the base annual pay after 5 years of service
4% of the base annual pay after 9 years of service
6% of the base annual pay after 13 years of service
8% of the base annual pay after 17 years of service
10% of the base annual pay after 21 years of service

If an employee reaches a higher plateau of longevity entitlement at any time during the calendar year, then said employee shall be entitled to receive the full value of the higher plateau in that calendar year.

Non-contractual employees hired after January 1, 1993 are not eligible for longevity.

Section 4. Time in excess of forty (40) hours per week for all full time employees is to be paid at the rate of time and one-half excluding all statutory appointments.

Section 5. All full time Borough employees and School Crossing Guards shall be paid bi-weekly, or as determined by resolution of the Mayor and Council.

Section 6. Sick leave policies for all employees other than D.P.W. Contract and Police Contract employees are in accordance with Administrative Rules, Regulations and Practices.

Section 7. All ordinances or parts of ordinances inconsistent herewith are repealed.

Section 8. Salaries, wages and compensation herein set forth shall be retroactive to January 1, 2013.

Section 9. This ordinance shall take effect immediately after passage and publication according to law.

_____
PAUL BEZELA, MAYOR

Attest:

_____
Wanda A. Worner, Borough Clerk

Introduced: January 3, 2013

Passed:

BOROUGH OF NORTHVALE
County of Bergen
State of New Jersey

ORDINANCE #916-2013

AN ORDINANCE TO AMEND ORDINANCE #836-2006 ENTITLED "AN ORDINANCE TO FIX THE SALARIES, WAGES AND COMPENSATION OF POLICE EMPLOYEES OF THE BOROUGH OF NORTHVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY" – POLICE CHIEF AND CAPTAIN

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

Section 1. That the following annual salaries, wages and compensation shall be paid to the Police Chief and Captain of the Borough of Northvale in the amounts set forth opposite their respective title and commencing on January 1, 2013 through December 31, 2013 or as otherwise indicated.

Chief of Police	$149,253.00
Captain	$136,067.00 - 2011
	$139,034.00 - 2012
	$142,000.00 - 2013

Section 2. Said compensation is intended to be the sole salaries, wages and compensation of each employee inclusive of longevity and no other compensation shall be given to either employee.

Section 3. All full time employees of the Police Department shall be paid bi-weekly.

Section 4. All ordinances or parts of ordinances inconsistent herewith are repealed.

Section 5. This ordinance shall take effect immediately after passage and publication according to law.

DRAFT NOT APPROVED

_____
PAUL BAZELA, MAYOR

_____
Attest: Wanda A. Worner, RMC
Borough Clerk

Introduced: February 13, 2013
Passed: March 13, 2013 (Second Reading)

BOROUGH OF NORTHVALE
County of Bergen
State of New Jersey

ORDINANCE # 917-2013

AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE BOROUGH OF NORTHVALE, ENTITLED "POLICE DEPARTMENT EMPLOYEES – ADULT SCHOOL CROSSING GUARDS; TERMS; REVOCATION; QUALIFICATIONS; SUPERVISION AND DIRECTION

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF NORTHVALE THAT THE CODE OF THE BOROUGH OF NORTHVALE, BE AND IS HEREBY AMENDED AND SUPPLEMENTED, AS FOLLOWS:

Section 1. Adult school crossing guards; appointment; term; revocation; qualifications; supervision and direction.

A. The Mayor and Council shall appoint adult school crossing guards for terms not exceeding one year and revoke such appointments for cause and after proper hearing before the Chief of Police or other chief law enforcement officer of the municipality. Before any adult school crossing guard is appointed, the Chief of Police shall ascertain the eligibility of the applicant and make a report to the governing body. No person shall be appointed as an adult school crossing guard unless he/she:

1. Is a citizen and resident of this State;
2. Is sound in body and of good health
3. Is of good moral character; and
4. Has not been convicted of any criminal offense involving moral turpitude.

B. An adult school crossing guard shall be under the direction of the Northvale Police Department and his/her powers and duties as an adult school crossing guard shall cease at the expiration of the term for which he was appointed. An adult school crossing guard shall follow and adhere to the policies and practices instituted by the Borough of Northvale and Northvale Police Department.

C. Every adult school crossing guard shall be under the supervision and direction of the Chief of Police or his designee wherein he/she is appointed and shall perform his/her duties only in such municipality. He//she shall comply with the rules and regulations applicable to the conduct and decorum of a regular employee of the municipality.

D. Prior to appointment, each applicant must undergo the following test as recommended by Adult School Crossing Guard Employment:

1. Vision Standards and Recommended Tests.

a. Peripheral Vision

Visual field shall be 160 degrees in the horizontal meridian binocularly with or without correction. Any perimeter that can measure the horizontal field of vision can serve as the testing method. The extent of the visual field shall be determined along the horizontal meridian for each eye with a perimeter (confrontation fields are not acceptable). Values less than 160 degrees are acceptable only if complete

DRAFT NOT APPROVED

compensation occurs with the opposite eye in binocular viewing. Any central absolute scotoma must be completely compensated by the opposite eye.

b. Stereopsis

Using either the Titmus test (TST) or the Rand Dot Stereo test (RST) or the Randot E test: TST Wirt Cirlcle #8 (50 seconds of disparity) RST or RDE Target #6 (50 seconds of disparity). Subject must identify which object stands out from the page wearing Polaroid eyeglasses.

c. Color/Vision

In respone to one of he following three editions of the Ishihara Pseudoisochromatic Plate Screeing test, with the testing conducted on plate at a time, the applicant should achieve the following results:

1) 38 plate edition: The first 21 plates – 9 errors or less. An individual who misses the first plate has failed.
2) 24 plate edition: The first 15 plates – 6 errors or less
3) 16 plate edition: The first 9 plates – 4 errors or less

d. Visual Acuity

The applicant must be able to read 20/30 letters with the dominant eye on the Standard Snellen optotype chart. The non-dominant eye must have 20/40 or better with best correction. The applicant is asked to read the smallest line of letters that can be read with one eye covered. This is repeated with the opposite eye covered. An applicant wearing contact lenses must meeting the visual acuity standard with their contact lenses in place. A statement from the applicant's eye care professional must be presented confirming that contact lenses have been worn successfully for a minimum of four months.

e. Hearing Standards and Recommended Tests

The candidate must be tested in a sound booth. Both the sound booth and audiometer used for testing should be calibrated using the most recent ANSI standards, and have been calibrated within the past year. Calibration certificates should be on file and available for review.

Candidates qualify if they meeting standards with or without amplfiication.

The crossing guard hearing standards are as follows:

1) Hearing thresholds of 40dB or better in each ear at 500, 1K, and 2KHz.
2) Pure tone average thresholds at 500, 1K and 2KHz 35 dB or better in each ear.
3) The hearing threshold at 4K Hz must be 45dB or better in each ear.

f. Re-examination for Crossing Guards

DRAFT NOT APPROVED

(DELETE THE FOLLOWING AS NO SUCH REQUIRMENTS EXIST UNDER THE BOROUGH'S EMPLOYMENT PRACTTICES – Crossing guard candidates should complete the same medical history and physical examination required for pre-placement examination designed for other municipal full-time positions)..Re-examination crossing guards should be repeated as follows:

1) Up to age 39; every five years
2) From 40 to 49: every two year
3) 50+: every year

The physical examination, vision and hearing tests should be conducted in a clinical setting by a physician with experience examining job applicants. To perform the functions of the crossing guard position, the applicant must be capable of standing for two hours or more at a time and be able to lift and hold in position a stop sign weighing approximately one pound while holding the opposite hand in an upright, raised position. The examining physician should be provided a job description listing the physical requirements for the position.

If abnormalities or deficiencies are identified as a result of the physical examination including vision and hearing tests, the candidate is not qualified for the position. As an option, candidates not meeting the standards can be referred to an appropriate specialist for further examination to determine their physical capacity to perform the duties of the position. If this option is pursued, the specialist must be provided with the results of the first examination and the standards that are to be met. Until the specialists report is received, the candidate should not be permitted to serve as a crossing guard. If the specialists report confirms the earlier testing outcome, the candidate is not qualified to serve as a crossing guard.

Section 2. Criminal History Background Check

Prior to appointment, each applicant must submit to a criminal history background check, conducted by the Chief of Police or his designee.

Section 3. Failure to Comply

Failure to comply with all of the pre-employment requirement shall disqualify the applicant from employment as an adult school crossing guard.

Section 4. Training

The Borough of Northvale and Northvale Police Department shall provide yearly school crossing guard training to all regular assigned adult croing guards and all alternate adult crossing guards.

Section 5. Safety Equipment

The Borough shall provide all adult school crossing guards with the proper safety equipment and uniform/clothing apparel to properly perform the duties of adult school crossing guard.

DRAFT NOT APPROVED

Section 6. Yearly Evaluations

The Chief of Police or designee shall conduct yearly evaluations of adult school crossing guards and school crossings and maintain a written record of such evaluations.

Section 7. Diminished Capacity

In the event that during the term of appointment, the governing body or police department determines that a guard's physical and mental well being has diminished, the school crossing guard may be required to submit to a re-examination as described in Section 4.

Section 8. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

Section 9. This ordinance shall take effect immediately after passage and publication by law.

PAUL J. BAZELA
MAYOR

ATTEST:

Wanda A. Worner
Borough Clerk

Introduced:

Passed:

DRAFT NOT APPROVED

BOROUGH OF NORTHVALE
County of Bergen
State of New Jersey

ORDINANCE #918-2013

AN ORDINANCE TO ESTABLISH THE POSITIONS OF ADMINISTRATIVE ASSISTANT AND INFORMATION TECHNOLOGY COORDINATOR AND TO FIX THE SALARIES, WAGES AND COMPENSATION OF SAID POSITIONS

WHEREAS, there is a need for the Borough to augment its workforce due to increased administrative work required by various mandates, as well as to manage the Borough's information technology system; and

WHEREAS, it is the judgment of the Mayor and Council that the existing workforce is inadequate to perform all the tasks and activities required, and that greater efficiency and cost savings will be gained by adding a staff position to manage the technology system rather than contracting same to an outside vendor; and

WHEREAS, it is necessary to adopt an ordinance to add the position titles to the Borough labor structure.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Northvale, County of Bergen, State of New Jersey, as follows:

Section 1. That the positions of Administrative Assistant and Information Technology Coordinator, both being part-time, non-pensionable employment titles, be and hereby are established in and for the Borough of Northvale in the stipend amounts set forth opposite their respective title and effective as of January 1, 2013, and until revised, amended and/or eliminated by further action of the Northvale Mayor and Council as may from time to time be necessary and proper.

Administrative Assistant	$5,000.00
Information Technology Coordinator	$6,000.00

Section 2. Said compensation is intended to be the sole salaries, wages and compensation of each employee for the given function and title and no other compensation or benefit shall accrue to either position for that particular function. If a pre-existing borough employee is appointed to either position set forth in Section 1, supra., the compensation set forth herein shall not serve to increase or adjust that employee's pensionable income or to render the employee eligible for Borough sponsored health or other benefits, if the employee is not otherwise eligible for such benefits.

Section 3. The compensation set forth in Section 1 shall be paid bi-weekly, or at such other interval as the Chief Financial Officer shall deem proper in his discretion.

DRAFT NOT APPROVED

Section 4. All ordinances or parts of ordinances inconsistent herewith are repealed.

Section 5. This ordinance shall take effect immediately after passage and publication according to law.

PAUL J. BAZELA, MAYOR

Attest: Wanda A. Worner, RMC
Borough Clerk

Introduced: February 13, 2013

Passed: March 13, 2013 (Second Reading)

DRAFT NOT APPROVED