



MINUTES
Special Meeting of the Mayor and Council
Thursday, May 16, 2024
6:00 PM

To view the Mayor & Council meeting via livestream, please access the YouTube link which is posted on the Northvale website, www.northvalenj.org. Go to government tab, then to meeting livestreams.

Mayor McGuire called the meeting to order at 6:00 PM in the Council Chambers at 116 Paris Avenue, Northvale, New Jersey 07647.

Mayor McGuire read the Open Public Meetings Act Notice into the record as follows:

“This is a Special Meeting of the Mayor and Council of the Borough of Northvale. The date, time and location of this meeting have been advertised in the official Newspaper of the Borough, filed with the Municipal 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

Mayor McGuire asked everyone to stand and join him in a salute to the flag.

Mayor McGuire asked for roll call of members:

Mayor McGuire	Present	Councilwoman McMorrow	Present
Councilman Bakalian	Present	Councilman Mattessich	Absent
Councilwoman Fernandez	Present	Councilman Menafra	Present
		Councilman Sokoloski	Present

Other Officials Present:

Kenneth Ralph, Borough Attorney
Joseph Luppino, Chief Financial Officer
Frances Weston, Municipal Clerk

Mayor McGuire suspended the regular order of business for the introduction of the 2024 Municipal Budget. The public hearing will be held on June 17, 2024.

Mayor McGuire turned the meeting over to our Chief Financial Officer to explain the 2024 budget.

Mr. Luppino gave a budget overview. Under revenues, the fund balance increased from \$320,000 to \$555,000. We are using more fund balance to keep taxes down. We were able to regenerate more of our fund balance. We count on this every year since it is a major revenue source. This fund balance is also referred to as a rainy day fund. We started out with \$937,235 and used \$320,000 in the 2023 budget.. The subtotal is \$617,000. We collected \$250,797 more revenue than what was budgeted and collected \$25,615 non-budgeted. We had 2 years to spend appropriations from 2022 budget balances which ends in December. We had \$141,868 from 2022. At the end of December, we cancelled budget appropriation to regenerate more surplus. We canceled \$243,000 and some other interfunds were cancelled. We regenerated \$769,783 in the fund balance. Fund balance went from \$937,000 to \$1,387,000, which is good. Rating agencies want to see this rainy day fund grow. Mayor McGuire asked what is the benefit of having this rainy day fund. Mr. Luppino replied that if there is an emergency, you can cap into this fund. If we regenerate \$769,000, we do not want to use the whole amount in the budget. Councilman Bakalian asked if the money was in a savings account. Mr. Luppino said it is in our accounts which are accessible and earning interest. New Jersey can anticipate what you actually collect. Some revenues came down. Alcohol beverages stayed the same, budgeted \$50,000. Fees and Permits went up a little. Municipal Court went down, budgeted \$37,000 last year, actually collected \$29,149. Interest on investments in 2023 collected \$223,000, budgeted \$46,000, now budgeting \$205,000. In 2024 rates went up. Valley Bank has raised rates earning about 5% on municipal accounts. Construction codes went down, budgeted \$260,000 but only \$160,000 collected. Good job with grants, went up. Brought in excess capital surplus brought over as revenue to offset tax levy. Delinquent taxes increased \$300,000. Library was raised,



State tells us what to give the Library. Last year was \$359,000, this year \$375,000. Revenue municipal levy \$8,018, 223. This is a 3.95% increase in municipal levy. Appropriations increased, garbage cost now \$189,544. Contractual salaries increased, BCUA sewer increased \$25,000, insurance went up \$36,000. Debt went down, reduced capital improvements by 5%. Money still left in capital reserve. Reserve for collected taxes went up. Operating expenses went up a little, only 1.74%. Mayor McGuire asked what the increase in the garbage contract will be next year. Garbage is going up \$89,000. Total increases in appropriations is \$871,000, with \$284,000 not controllable. Grants increased 36% which is good since we will get more revenue. Controllable costs make up 14%. Municipality has to collect for the County, both schools, Library, and municipality. Estimated county taxes being increased 4.5%, local school went up 6.93%, and regional high school went down. Total levies to be collected is \$28,446,830, last year was \$27,373,000. The increase of all levies is \$1,146,117. On a home valued at \$425,000, total tax estimated \$13,640. The municipal increase will be \$96.39/year, \$8/month which will be a 2.57% increase. Councilman Sokoloski was glad that we did our homework this year and sharpened our pencils. This is better than expected. Mr. Luppino was asked how does next year look. He answered we need to focus on a way to generate additional revenues and be careful with budget spending. Councilman Bakalian asked if he has any ideas from other towns as to how to generate more revenue. Mayor McGuire said Councilman Bakalian is looking into all of the utilities for the Borough to see if we can save money. We now have the difference card offered to employees. Mayor McGuire stated that with the three new officers, who will be out on the road the second half of the year, will cut overtime a lot.

Mayor McGuire asked for a motion and second for the 1st Reading of Ordinance #1088-2024. Motion was made by Councilman Sokoloski, seconded by Council President McMorro.

ORDINANCE #1088-2024 – 1st Reading

ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK FOR CY 2024 (N.J.S.A. 40A:4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Mayor and Council of the Borough of Northvale in the County of Bergen find it advisable and necessary to increase its CY 2024 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Mayor and Council of the Borough of Northvale hereby determines that a 1.00 % increase in the budget for said year, amounting to \$77,811.70 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Mayor and Council of the Borough of Northvale hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Northvale, in the County of Bergen, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2024 budget year, the final appropriations of the Borough of Northvale shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 1.00%, amounting to \$77,811.70, and that the CY 2024 municipal budget for the Borough of Northvale be approved and adopted in accordance with this ordinance; and



BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Mayor McGuire asked for a roll call vote:

Councilman Bakalian	Yes	Council President McMorrow	Yes
Councilwoman Fernandez	Yes	Councilman Menafrá	Yes
Councilman Mattessich	Absent	Councilman Sokoloski	Yes

Mayor McGuire asked for a motion and second to approve Resolution #2024-87. Motion was made by Councilman Bakalian, seconded by Councilman Menafrá.

RESOLUTION #2024-87

TITLE: INTRODUCTION OF THE 2024 MUNICIPAL BUDGET

BE IT RESOLVED, that the following statement of revenue and appropriation attached hereto constitute the local budget of the Borough of Northvale, County of Bergen, New Jersey for the year 2024.

BE IT FURTHER RESOLVED, that said budget is to be published in the Record in the issue of May 21, 2024, and that a hearing on the Budget will be held at the Municipal Complex on June 17, 2024 at 7:00 PM or as soon thereafter as the matter may be reached.

Revenue and Appropriation Summaries – Anticipated

Summary of Revenues	2024	2023
1. Surplus	555,000.00	320,000.00
2. Total Miscellaneous Revenues	2,607,734.45	2,346,152.97
3. Receipts from Delinquent Taxes	300,000.00	245,000.00
4. a) Local Tax for Municipal Purposes	8,018,223.17	7,713,916.00
b) Addition to Local District School Tax		
c) Minimum Library Tax	375,123.00	359,267.00
Total Amount to be Raised by Taxes for Municipal	8,393,346.17	8,073,183.00
Total General Revenues	11,856,080.62	10,984,335.97
Summary of Appropriations		
1. Operating Expenses: Salaries & Wages	3,658,900.00	3,542,350.00
Other Expenses	5,553,671.45	3,987,584.00
2. Statutory Expenses & Other Appropriations	1,169,487.87	2,014,970.97
3. Capital Improvements	30,000.00	60,000.00
4. Debt Service	932,768.00	922,295.00
5. Deferred Charges	150,916.00	118,734.00
6. Reserve for Uncollected Taxes	360,337.08	338,402.00
Total General Appropriations	11,856,080.62	10,984,335.97



Mayor McGuire asked for a roll call vote:

Councilman Bakalian	Yes	Council President McMorrow	Yes
Councilwoman Fernandez	Yes	Councilman Menafra	Yes
Councilman Mattessich	Absent	Councilman Sokoloski	Yes

Mayor McGuire asked for a motion and second to approve Resolution #2024-88. Motion was made by Councilman Sokoloski, seconded by Councilwoman Fernandez.

RESOLUTION #2024-88

TITLE: AMENDMENT OF 2023 CAPITAL BUDGET

WHEREAS, the Borough of Northvale deems it necessary and desirable to provide for capital improvements and projects not previously in the 2023 Capital Budget of said municipalities, and

WHEREAS, N.J.A.C 5:30-4-4.4B provides that the Capital Budget of a governing body shall be amended to reflect any provisions, changes or inconsistencies with said Capital Budget.

NOW, THEREFORE BE IT RESOLVED, by the Council of the Borough of Northvale, in the County of Bergen, that the 2023 Capital Budget shall be amended to reflect the addition of Ordinance 1086-2024 for \$543,000 for various 2024 Road Improvements and the acquisition of Rescue Fire Vehicle and Ordinance 1087-2024 for \$783,300 including DOT Road Improvements, and Park Improvements, not previously provided in the 2023 Capital Budget

BE IT FURTHER RESOLVED, that said amendment, as promulgated by the Local Finance Board shall represent the amended Capital Budget for the year 2023.

Mayor McGuire asked for a roll call vote:

Councilman Bakalian	Yes	Council President McMorrow	Yes
Councilwoman Fernandez	Yes	Councilman Menafra	Yes
Councilman Mattessich	Absent	Councilman Sokoloski	Yes

Mayor McGuire asked for a motion and second to approve Resolution #2024-89. Motion was made by Council President McMorrow, seconded by Councilman Menafra.

RESOLUTION #2024-89

TITLE: RESOLUTION AUTHORIZING SUMMER HOURS FOR BOROUGH OFFICE EMPLOYEES

WHEREAS, The Governing Body desires to authorize summer hours for Borough Office employees; and

WHEREAS, currently, hours for Borough office employees as set forth in the Borough handbook are Monday through Friday 8:30 a.m. to 4:30 pm. with one hour for lunch;

NOW, THEREFORE BE IT RESOLVED, that from May 28, 2024 through September 2, 2024, the hours for Borough office employees is hereby amended to Monday to Thursday 8 a.m. to 4:30 p.m. There is a one-hour lunch break on those days, and on Friday from 8 a.m. to 1 p.m. with no lunch break on Friday.



Mayor McGuire asked for a roll call vote:

Councilman Bakalian	Yes	Council President McMorrow	Yes
Councilwoman Fernandez	Yes	Councilman Menafra	Yes
Councilman Mattessich	Absent	Councilman Sokoloski	Yes

Mayor McGuire opened the meeting to the public. There being no questions or comments, Mayor McGuire closed the meeting to the public.

ADJOURNMENT

Mayor McGuire asked for a motion and second to adjourn the meeting at 6:38 PM. Motion was made by Councilman Menafra, seconded by Council President McMorrow.

Mayor McGuire asked for a roll call vote:

Councilman Bakalian	Yes	Council President McMorrow	Yes
Councilwoman Fernandez	Yes	Councilman Menafra	Yes
Councilman Mattessich	Absent	Councilman Sokoloski	Yes

Joseph E. McGuire
Mayor

ATTEST:

Frances M. Weston

Frances M. Weston
Municipal Clerk

Approved: June 12, 2024