

## **MINUTES**

Regular Meeting of Mayor and Council  
Monday, December 9, 2019  
Immediately Following Work Session

### **CALL TO ORDER –**

Council President Busted called the meeting to order in the Council Chambers of the Borough Hall at 6:25 p.m.

### **SILENT PRAYER – FLAG SALUTE**

Council President Busted called for a moment of silent prayer and asked Councilman Chinigo to lead the salute to the flag.

### **STATEMENT -**

Statement of Compliance with Open Public Meeting Act: This meeting complies with the Open Public Meeting Act by notification on December 21<sup>st</sup> of this location, date and time to the Ridgewood News and the Record and by posting of same on the municipal bulletin board and Borough Web Site and filing a notice of the same with the Municipal Clerk.

### **ROLL CALL –**

Council President Busted, Councilman Chinigo, Councilman Gautier, Councilwoman Kaufman and Councilman Papaleo were present; Councilwoman Davis was absent.

### **APPROVAL OF MINUTES –**

On motion by Councilman Chinigo, seconded by Councilwoman Kaufman the approval of the minutes of the Mayor and Council Regular Session meeting of November 25, 2019 were approved on the following roll call:

Councilman Chinigo, Councilman Gautier, Councilwoman Kaufman and Councilman Papaleo voted yes; Councilwoman Busted abstained and Councilwoman Davis was absent.

### **PUBLIC COMMENTS ON ANY ITEM ON THIS AGENDA –**

On motion by Councilman Gautier, seconded by Councilman Chinigo to open public comments on any item on the agenda was unanimously approved.

There being no comments by the public, the motion by Councilman Chinigo, seconded by Councilman Gautier to close public comments on any item on the agenda was unanimously approved.

### **MONTHLY REPORTS –**

Tax Collector – Report of Receipts and Disbursements 2019

### **ORDINANCES 2<sup>ND</sup> READING -**

Stephanie Evans, Borough Clerk read the title of Ordinance #19-21 into the record as follows:

Ordinance #19-21 AN ORDINANCE TO REPEAL CHAPTER 33 OF THE CODE OF THE BOROUGH OF RIVER EDGE "FIRE DEPARTMENT" AND REPLACE IT IN ITS ENTIRETY WITH CHAPTER 33, "FIRE DEPARTMENT"

Ordinance #19-21 was introduced by Councilman Chinigo, seconded by Councilman Gautier at the November 25, 2019 meeting as follows:

BOROUGH OF RIVER EDGE  
ORDINANCE 19-21

AN ORDINANCE TO REPEAL CHAPTER 33 OF THE CODE OF THE BOROUGH OF RIVER EDGE, "FIRE DEPARTMENT," AND REPLACE IT IN ITS ENTIRETY WITH CHAPTER 33, "FIRE DEPARTMENT."

**CHAPTER 33 – FIRE DEPARTMENT**

**Article I – Administration/Supervision**

The Fire Department is within the Department of Administration. The Mayor and Borough Council shall have full charge and control of the Fire Department and the fire equipment of the Borough. The Fire Department shall be under the general control of the Borough Council and shall be subject to such ordinances and rules and regulations as shall now be in effect or may hereafter be enacted by the Borough Council. The Officers of the Fire Department shall be responsible to the Mayor and Borough Council for all fire-fighting activities and for the repair, upkeep, care and control of all Borough equipment. Further, the Mayor and Borough Council, through the Board of Fire Officers, shall have the primary responsibility for setting the general policies of the Fire Department.

Notwithstanding, the Members of the Fire Department, whether on the scene of an incident or drill, in fire headquarters or attending any departmental function, shall be under the supervision and subject to the direction of the Chief or, during his absence or incapacity, the Assistant Chief. In the absence of the Assistant Chief, the Deputy Chief will be in charge. In the absence of the above officers, where both Captains are in attendance, the Captain from the Assistance Chief's Company shall be deemed the senior officer. In the absence of the above officers where both First Lieutenants are in attendance, the First Lieutenant from the Assistant Chief's Company shall be in charge. In the absence of the above officers, where both Second Lieutenants are in attendance, the Second Lieutenant from the Assistant Chief's Company shall be in charge. In the absence of the above officers, the most recent Ex-Chief or the senior member shall be in charge.

Supervision of the Fire Department is subject to the departmental rules and regulations and standard operating procedures and, as stated above, is under the general control of the Council of the Borough of River Edge.

**Article II – Composition**

The Fire Department shall consist of two (2) companies, to be known as Company 1 and Company 2, and other such volunteer companies as the Borough Council may hereafter officially designate and appoint to combat and extinguish fires in the Borough of River Edge. The Department shall consist of an active force to be limited to the number prescribed by state law; each Company shall be limited to fifty percent (50%) of the state allowance, including active exempts. The Fire Department shall consist of a Chief, an Assistant Chief, a Deputy Chief, two (2) Captains, two (2) First Lieutenants and two (2) Second Lieutenants, as well as such other firefighters as may be appointed. The duties of the companies

and their personnel shall be as designated and determined from time to time by the Chief or, in his absence, the Assistant Chief. There may be established under this article such additional companies and staffing levels as may be deemed necessary by the Chief Officers in conjunction with the Mayor and Borough Council.

### **Article III – Fire Officers**

The Fire Officers of the Department shall be a Chief, an Assistant Chief, a Deputy Chief, and for each Company: Captain, First Lieutenant, and Second Lieutenant.

To be eligible to hold any Fire Officer position a member must be in good standing, comply with all applicable residency requirements, have an average of sixty percent (60%) attendance at fires, drills, and meetings, and must have been a member of the Department for at least one (1) year beyond the probationary period.

#### **Section 1: Chain of Command**

When the Department is not on active duty, it shall be under the general supervision of the Chief of the Department; provided, however, that such supervision shall be subject to and not in conflict with the latest Borough ordinances, bylaws of the Board of Fire Officers, or the Department rules and regulations.

When the Department is attending a fire or other emergency, it shall be under the absolute control of the Chief of the Department. In the absence of the Chief, the Assistant Chief will be in charge. In the absence of the Assistant Chief, the Deputy Chief will be in charge. In the absence of the above officers, where both Captains are in attendance, the Captain from the Assistance Chiefs Company shall be deemed the senior officer. In the absence of the above officers where both First Lieutenants are in attendance, the First Lieutenant from the Assistant Chief Company shall be in charge. In the absence of the above officers, where both Second Lieutenants are in attendance, the Second Lieutenant from the Assistant Chiefs Company shall be in charge. In the absence of the above officers, the most recent Ex-Chief or the senior member shall be in charge.

The Chief, Assistant Chief, Deputy Chief, or officer in command shall have general police power at all fires in any area of the Borough actually under the supervision and control of the Fire Department.

#### **Section 2: Chief**

The Chief must be nominated and elected annually and shall serve no more than two (2) consecutive elected years in office. The Chief of the Department shall assume command the first day of January following the election.

The Chief's duties include, but are not limited to:

- a. calling a minimum of three (3) Departmental Drills and three (3) Departmental Meetings each year;
- b. at fires:
  - i. seeing that the officers and members perform their full duties;
  - ii. giving such orders as may be necessary to save life and property;
  - iii. getting such information from the owner or occupant of the burning building as may be deemed proper; and
  - iv. if possible, ascertaining the origin and cause of the fire.
- c. notifying the proper law enforcement agency if sufficient evidence points toward arson;
- d. after consultation with the proper law enforcement agency, causing the arrest of anyone giving false alarms or interfering with the work of the Fire Department while engaged in fire duty;

- e. performing such other duties as the good and welfare of the Department may require; and
- f. submitting a written report each quarter to the Borough Council.
- g. the written report shall reflect the averages calculated by the Captain of each Company, fire records and any other pertinent information regarding the Department.

In the event of a vacancy in the position of Chief, any such a vacancy shall be filled for the unexpired term by the Assistant Chief. The Deputy Chief will then assume the office of the Assistant Chief and the senior Captain will fill the office of the Deputy Chief.

A line officer cannot advance rank unless he or she has at least one year of service at present rank. Any member who has held the specific rank or above would be eligible for the opening to be filled by election. No line officer with less than five years' experience as a line officer shall be allowed to move to the positions of Deputy Chief or above. To be eligible to serve as Department Chief, the Member must have also served in the Deputy Chief position and the Assistant Chief position.

### Section 3: Assistant Chief and Deputy Chief

The duties of the Assistant Chief and the Deputy Chief include, but are not limited to:

- a. seeing that the apparatus, personal protective gear and all tools and equipment are kept in order;
- b. having command of his respective company at all times;
- c. observing that each member does his/her duty;
- d. granting leave of absence or excusing any member when deemed necessary; and
- e. aiding the Chief at all times in the discharge of his/her duties

In the event of a vacancy in the position of Assistant Chief, any such a vacancy shall be filled for the unexpired term by the Deputy Chief. The senior Captain will fill the office of the Deputy Chief.

In the event of a vacancy in the position of Deputy Chief, any such a vacancy shall be filled for the unexpired term by the Senior Captain. The senior Captain will fill the office of the Deputy Chief. Any subsequent vacancy among the Fire Officers of the Company shall be filled for the unexpired term by progression

A line officer cannot advance rank unless he or she has at least one year of service at present rank. Any member who has held the specific rank or above would be eligible for the opening to be filled by election. No line officer with less than five years' experience as a line officer shall be allowed to move to the positions of Deputy Chief or above.

### Section 4: Captains (two), First Lieutenants (two) and Second Lieutenants (two)

The Captains, First Lieutenants, and Second Lieutenants shall aid the Assistance Chief and Deputy Chief at all times in the discharge of their duties. In the absence of the Assistance Chief or Deputy Chief, the Captains and Lieutenants, in rank and seniority order, shall act in such capacity, strictly adhering to all the duties of that office.

- A. Captain: It shall be the duty of the Captains of each Company to keep and record the attendance at all fires, drills, meetings, and present the averages for same at each monthly meeting of the Company. Any Member may challenge or dispute their average after review at the monthly Company meeting. Upon presentation at the monthly meeting of the Company, the Captain shall submit the averages, and supporting records, to the Borough Administrator for review. Any dispute over a Member's average that is not resolved in-house shall be submitted to the Borough Administrator and Council for review. The Captain shall also keep a record of all fires. These records and averages

shall be kept in a separate book. At the end of each calendar year, one copy of these records shall be turned over to the Secretary of the Relief Association for permanent filing, and signed by the Captain responsible for the averages.

- i. The Department shall use the National Fire Incident Reporting Software (“NFIRS”) to record alarm data. If NFIRS is not used, the Captains shall keep a monthly analysis, organized by category, showing how attendance is calculated and reported. If NFIRS is used only for attendance at alarms, a master list for all drills, meetings and each category of additional approved activities shall also be presented to monthly at the Company meeting and submitted monthly to the Borough Administrator.
- ii. The Captain shall keep copies of all records in support of the monthly averages calculations and file same in the Chief’s office. The records shall be retained in an organized manner according to alarms, drills, meetings, and any other approved activity. Any and all attendance records and calculations shall at no point be discarded. Records and calculations must be available for the Borough’s review at any given time.
- iii. The reporting of attendance at alarms and fires shall be performed in accordance with Article VI, Section 6(B)(i).
- iv. A Member’s eligibility for a Fire Officer position is based strictly on their attendance at fires, drills and meetings. A Member’s firematic average will be calculated by simply dividing the number attended by that Member by the total number of each activity

Should any vacancy occur among the Fire Officers of the Company, such vacancy shall be filled for the unexpired term by progression and a special election will be called by the order of the President to fill the 2nd Lieutenant position. A line officer cannot advance rank unless he or she has at least one year of service at present rank. Any member who has held the specific rank or above would be eligible for the opening to be filled by election. No line officer with less than five years’ experience as a line officer shall be allowed to move to the positions of Deputy Chief or above. In the event no present officer has the five years’ experience, a special election will be held

#### **Article IV – Elections**

As stated above, to be eligible to hold any Fire Officer position a member must be in good standing, must comply with all applicable residency requirements, must have an average of sixty percent (60%) attendance at fires, drills, and meetings, and must have been a member for at least one (1) year beyond the probationary period. Additionally, the Member must satisfy the years of service required in specified Fire Officer positions to hold such position.

##### **Section 1: Election of Department Chief**

- A. Eligibility
  - o Any member to be nominated as Chief must have held the office of Deputy Chief or above in the River Edge Volunteer Fire Department
- B. The Chief must be nominated and elected annually and shall serve no more than two (2) consecutive elected years in office.
- C. The Chief is to be elected at the annual meeting of the whole department to be held on the third Thursday in the month of November at the Fire Headquarters selected by the Chief.
- D. The Department Secretary shall notify all the members of the Department at least forty-eight (48) hours prior to date of the Departmental meeting of the time and place of the meeting.
- E. The nomination made for Chief is as follows:

1. When the present Chief is in his last year of service, the nominations shall be made by the Company that the present Chief does not belong to. In other circumstances, the nomination shall be made by the Company that the present Chief belongs to.
  2. The nomination shall be made by the respective Company at their regular October meeting and it shall be the duty of that Company's Secretary to post notice of said nomination, in writing, on the Bulletin Boards of both Companies, not later than November 3rd. Nominations for Chief can be made only upon a petition, signed by five (5) members of good standing, from each company. These petitions must be posted in writing on both Bulletin Boards not later than November 8th.
- F. If there is no contest for the office of Chief; the Secretary of the Department shall cast one ballot to elect the candidate nominated for Chief. If a second nomination for Chief by petition is utilized, the Chief shall be elected in accordance with the procedure enumerated in the Fire Department By-Laws.

After the election, the voting record will be submitted to the Borough Council for confirmation. The Borough Council will confirm the elected official at the next Council meeting. Any Member contesting the election, or any aspect thereof, will be afforded the opportunity to present their position at the Council meeting. Once confirmed by Borough Council, the Chief will be officially sworn in by the Mayor.

### Section 2: Election of Company Officers (Assistant Chief, Deputy Chief, Captains, First Lieutenants, Second Lieutenants)

- A. Eligibility:
- o A line officer cannot advance in rank unless he or she has at least one (1) year of service at present rank. Any member who has held the specific rank or above would be eligible for the opening to be filled by election. No line officer with less than five (5) years' experience as a line officer shall be allowed to move to the positions of Deputy Chief or above. To be eligible to serve as Assistant Chief, the individual must have held the position of Deputy Chief.
- B. All company officers shall be elected at the next regular Company meeting following the election of the Chief. If there is a challenge the election will be handled through a closed ballot.
- C. The regular meetings shall be held once each month at 8 o' clock P.M. on a day to be designated by the company at their next regular meeting following the election of the Chief; should any meeting fall on a holiday, the meeting shall be held on the same day of the following week or as ordered by the President.
- D. One third of the active roster constitutes a quorum for the transaction of all business and is required to elect any officer.

After the election, the voting record will be submitted to the Borough Council for approval. The Borough Council will confirm, or object to, the elected Officers at the next Council meeting. Any Member contesting the election, or any aspect thereof, will be afforded the opportunity to present their position at the Council meeting. If affirmed by Borough Council, the Fire Officer(s) will be officially sworn in by the Mayor.

### Section 3: Appeal/Challenge of Fire Officer Election and Appointment

Any Member may contest the election and/or appointment of a Fire Officer. Prior to the Council's confirmation and swearing in of that elected Officer, the Member may submit a statement of their position to the Council and appear at the Council meeting to present their objection. If the Member wishes to remain anonymous, Borough Council will consider any statement submitted in rendering its decision to confirm, or object to, that Fire Officer's appointment.

## **Article V – Board of Fire Officers**

The Chief, Assistant Chief, Deputy Chief, Captains and Lieutenants of each Company shall constitute the Board of Fire Officers. The Board shall administer the affairs of the Department when it is not on active duty, subject to the approval of the Mayor and Borough Council; enforce the by-laws of the Board and latest Borough Ordinances; promulgate and enforce the Department rules and regulations; and shall keep permanent records of all of its affairs, including, but not limited to alarms, hoses and equipment. The Board of Fire Officers shall decide matters affecting the morale of Department Members and general welfare.

The Board shall meet monthly, or more frequently if necessary, to transact business of the Department.

## **Article VI – Membership**

### Section 1: Composition

The Fire Department shall consist of an active force to be limited to the number prescribed by state law. The Department shall consist of two (2) companies, known as Company 1 and Company 2, each of which shall be limited to fifty percent (50%) of the state allowance, including active exempts.

### Section 2: Eligibility/Qualifications

A candidate for membership must:

- A. be a citizen of the United States;
- B. be at least 18 years of age;
- C. be a resident of the Borough of River Edge unless he/she complies with section 4 below;
- D. be sponsored by an active member in good standing of the Company to which the applicant is seeking membership; and
- E. submit an application on notarized Departmental application forms.

### Section 3: New Members

A new member must serve one (1) year on probation, during which he or she is required to maintain a sixty percent (60%) average at all fires, drills, and meetings, and must have successfully complete the Bergen County Fire Academy's basic cinematic training course, Fire Fighter No. 1.

If a new member has had prior qualifying training and has not been inactive from the fire service for more than one (1) year, he may forgo the training requirement. However, he must have taken an approved course at a County or State School which will be approved by the Company investigating committee for transfer membership. The Investigating Committee will verify the course taken as it must be comparable to Fire Fighter No.1 at the Mahwah Bergen County Fire Academy. In the event a new member has not met the requirements of the Fire Dept., he/she shall be subject to dismissal. To accomplish this action, a vote shall be taken, with the majority rule applying. If a new member is so dismissed, his/her name shall be removed from the rolls and Mayor and Council notified as well as the other company, in writing.

A roster of all Officers, Committees, and Members, signifying their start date, type of Member (i.e., active, retired, exempt, non-exempt, etc.), certifications and position held, if applicable, shall be updated submitted to the Borough Administrator on January 15 of each year.

### Section 4: Residency Requirement

Generally, all Fire Department members must be residents of the Borough of River Edge. However, a full time continuous member who has been a member in good standing, who moves to a bordering town (Paramus, Oradell, Hackensack, Teaneck or New Milford), may remain a member of the Fire Department in as much as he/she continues to comply to all of the by-laws and rules and regulations of the Department. This member as a non-resident retains all the existing rights and privileges that he/she

enjoyed as a resident except that as a Fire Officer, he/she must resign his/her office at the end of that year.

A non-resident may only apply to the Fire Department if they are a resident of the following towns: Teaneck, Oradell, Paramus, New Milford, and Hackensack.

A non-resident member may run for a firematic office, but each company is limited to two (2) non-resident firematic officers at any one time. All non-members must live within three (3) driving miles of the Company he/she is a member, not a radius three (3) miles.

Full time non-resident membership will be limited to twenty-five percent (25%) of the allowed State membership quota per Company. Any resident who moves to another town, other than a bordering town, must resign within sixty (60) days.

#### Section 5: Duties

All Members of the Fire Department shall report immediately upon every alarm of fire, to the fire house and to convey, as soon as possible, the apparatus and equipment to or near the fire and to use them according to the direction of the officer in charge and if the apparatus should be gone, proceed to the fire and report to the officer in charge. In the absence of the Chief or the Company Officer, the most recent Ex-Chief or Senior Member shall assume command until relieved by a fire officer. While performing in this capacity, he/she shall have the same authority and responsibilities as an active officer.

Every member, while actively engaged at the fire scene or a scheduled Firematic activity shall strictly obey the orders of the Firematic Officers. Deliberate failure to obey the orders of the officers may lead to formal charges.

#### Section 6: Membership Classifications and Requirements

##### A. Certifications

All Members must comply with the State requirements for certifications of Volunteer Fire Fighters. The Secretary of each Company shall record and file copies of the Certifications held by each Member. Failure to comply with the State certification requirements may subject a Member to disciplinary action, up to and including removal.

##### B. Attendance

Attendance will be recorded at all fires, drills and meetings. The averages of all Company Member's attendance at same will be presented monthly at the Company meeting. Member's attendance percentage will be calculated by simply dividing the number that Member attended by the total number of each activity.

##### i. Calculation of attendance averages.

It shall be the duty of the Captains of each Company to keep and record the attendance at all fires, drills, meetings, and present the averages for same at each monthly meeting of the Company. Any Member may challenge or dispute their average after review at the monthly Company meeting. Upon presentation at the monthly meeting of the Company, the Captain shall submit the averages, and supporting records, to the Borough Administrator for review. Any dispute over a Member's average that is not resolved in-house shall be submitted to the Borough Administrator and Council for review. The Captain shall also keep a record of all fires. These records and averages shall be kept in a separate book. At the end of each calendar year, one copy of these records shall be turned over to the Secretary of the Relief Association for permanent filing, and signed by the Captain responsible for the averages.

The Department shall use the National Fire Incident Reporting Software ("NFIRS") to record alarm

data. If NFIRS is not used, the Captains shall keep a monthly analysis, organized by category, showing how attendance is calculated and reported. If NFIRS is used only for attendance at alarms, a master list for all drills, meetings and each category of additional approved activities shall also be presented to monthly at the Company meeting and submitted monthly to the Borough Administrator.

The Captain shall keep copies of all records in support of the monthly averages calculations and file same in the Chief's office. The records shall be retained in an organized manner according to alarms, drills, meetings, and any other approved activity. Any and all attendance records and calculations shall at no point be discarded. Records and calculations must be available for the Borough's review at any given time.

The attendance record for alarms and fires shall be created by the Captain of each Company, or in their absence the Officer in Charge. The Captain, or Officer in Charge, shall record the incident number, date, address and any other information deemed pertinent regarding the call. All reporting Members shall be required to sign the attendance sheet next to their pre-printed name upon reporting to an alarm. The legend on the attendance sheet shall be used for each call. All information on the sign-in sheet shall be reflective of the information placed into the NFIRS for official reporting. Upon returning from the alarm, the Captain or Officer in Charge shall review and sign the attendance sheet certifying that the information contained therein is accurate. The attendance sheet shall then be placed in a locked drawer and retained.

Members are not entitled to credit for sick time, vacation time, time in quarters, as well as other time off.

Attendance sheets for all other activities must be maintained in the same manner. Further, the attendance reports must be clear as to what category the activity completed falls under, i.e., drills, meetings, rig checks, etc. Attendance credit in any category shall not exceed the actual amount of reported activities in such category in any given month. Credit shall not be awarded to a Member for any activity not expressly approved, in writing, by the Department.

ii. Members status.

**Non-exempt Members.** Any Member who has not completed seven (7) years of service with an average of sixty percent (60%) or better, as reported to the New Jersey State Firemans Associations, is a "non-exempt member". Non-exempt Members must maintain an average of sixty percent (60%) attendance at all fires, drills and meetings.

**Exempt Members.** Any Member who has completed seven (7) years of service with an average of sixty percent (60%) or better, as reported to the New Jersey State Firemans Associations, is an "exempt member". Exempt Members must maintain an average of forty-five percent (45%) attendance at all fires, drills and meetings.

iii. Removal.

To be considered a member in good standing, an Exempt Member must maintain a company average of forty-five percent (45%) attendance at all fires, drills, and meetings. Any Exempt Member who falls below a thirty percent (30%) company average will be subject to automatic dismissal as outlined herein.

To be considered a member in good standing, a Non-exempt Member must maintain a company average of sixty percent (60%) attendance at all fires, drills, and meetings. Any Non-exempt Member who falls below a thirty percent (30%) company average will be subject to automatic dismissal as outlined herein.

Any Member whose average falls below thirty percent (30%) by the end of any calendar year will be sent a letter that states his average is below thirty percent (30%) and that he/she is required in the

following year to raise his/her average above thirty percent (30%) by year end or will be automatically dropped from the rolls of the River Edge Volunteer Fire Department on December 31st of the 2nd year.

### C. Leave of Absence.

Nothing herein shall prevent any Member from being granted a leave of absence for a period not exceeding one year; provided, however, that application be first made to the Borough Council and approved by it.

## **Article VII – Charge by Ranking Officer**

When the Department is attending a fire or other emergency, it shall be under the absolute control of the Chief of the Department. In the absence of the Chief, the Assistant Chief will be in charge. In the absence of the Assistant Chief, the Deputy Chief will be in charge. In the absence of the above officers, where both Captains are in attendance, the Captain from the Assistance Chief's Company shall be deemed the senior officer. In the absence of the above officers where both First Lieutenants are in attendance, the First Lieutenant from the Assistant Chief's Company shall be in charge. In the absence of the above officers, where both Second Lieutenants are in attendance, the Second Lieutenant from the Assistant Chief's Company shall be in charge. In the absence of the Chief or the Company Officer, the most recent Ex-Chief or Senior Member shall assume command until relieved by a fire officer. While performing in this capacity, he/she shall have the same authority and responsibilities of an active officer.

The Chief, Assistant Chief, Deputy Chief, or officer in command shall have general police power at all fires in any area of the Borough actually under the supervision and control of the Fire Department.

It shall be the duty of every Member of the Department to report immediately upon every alarm of fire, to the fire house and to convey, as soon as possible, the apparatus and equipment to or near the fire and to use them according to the direction of the officer in charge and if the apparatus should be gone, proceed to the fire and report to the officer in charge. Every member, while actively engaged at the fire scene or a scheduled Firematic activity shall strictly obey the orders of the Fire Officers. Deliberate failure to obey the orders of the officers may lead to formal charges.

## **Article VIII – Refusal to Obey or Execute Orders**

Every member, while actively engaged at the fire scene or a scheduled Firematic activity shall strictly obey the orders of the Fire Officers. In the absence of the Chief or the Company Officer, the most recent Ex-Chief or Senior Member shall assume command until relieved by a fire officer. While performing in this capacity, he/she shall have the same authority and responsibilities of an active officer. Deliberate failure to obey the orders of the officers may lead to formal charges.

Any fire fighter or officer who, while on duty at any fire, drill, parade or inspection, shall refuse or neglect to obey or execute any orders from the officer in charge, or who having knowledge of the defective condition of any part of the apparatus, fire hydrants or equipment, shall fail to report the condition at once to one of the Chiefs, or who shall violate the constitution, bylaws, rules or regulations of the Department of this article shall be subject to reduction in rank, suspension or expulsion from the Department.

Any person having knowledge of any act of misconduct as set forth in the preceding subsection of any fire fighter or officer shall, within thirty (30) days of the alleged offense, submit a complaint to the Fire Chief who shall immediately, in writing, notify the fire fighter or officer so charged. Not less than five days following receipt of said notice by the person so charged, the charges shall be heard by the Board of Fire Officers, as herein before constituted, at a meeting called for the purpose, at which time the person or persons making the charges, together with their witnesses, if any, shall present the allegations, and the fire fighter or officer charged shall, together with his witnesses, if any, be permitted to enter his defense. The Board of Fire Officers shall have the right to sustain the charges and issue a complaint or

dismiss the charges, whichever they shall deem to be equitable and just and for the best interest of the Department.

In the event the Board of Fire Officers sustains the charges and issues a complaint, the complaint shall be presented to the Borough Council, or its designee, at its next regular meeting provided at least two of the following officers concur that a complaint should be made: Chief, Assistant Chief, Deputy Chief and Captains. The Borough Council, or its designee, shall hold a hearing on the charges and the parties to the action, together with their witnesses, shall have the right to appear at said meeting to be heard. If the charges are sustained, the Borough Council, or its designee, may reduce in rank, suspend or expel such Member from the Fire Department, whichever they shall deem to be equitable and just and for the best interest of the Department.

In the event of the nonappearance of the person charged or in the event the complaint issued by the Board of Fire Officers is affirmed on appeal, the Council may confirm the proposed action taken by the Board of Fire Officers or may modify the penalty or penalties proposed by said Board in such manner as they shall deem most equitable and just and in the best interest of the Department. In the event the Council shall reverse the findings of said Board as to any charge or charges, said charge or charges shall forthwith be dismissed.

Any officer in the Fire Department may be removed from office at any time by the Borough Council, or its designee, for neglect of duty or other just cause after charges thereof have been made and sustained, following a hearing before the Council, or its designee.

## **Article IX – Disciplinary Action**

### **Section 1: Reprimand, Suspension or Dismissal**

Any member of the Department shall be subject to punishment by reprimand, suspension or dismissal from the Department according to the nature and gravity of the offense or for any of the following causes:

- A. Willful disobedience of orders, failure to comply with the Fire Department standard operating procedures or standard operating guidelines.
- B. Disrespect to a superior officer.
- C. Refusal or failure to attend fires or fire drills.
- D. Immorality, indecency or lewdness.
- E. Neglect of duty.
- F. Violation of any criminal law.
- G. Conduct subversive of good order and discipline of the Department.
- H. Violation of any rule or order of the Fire Committee of the Borough Council.
- I. Conduct unbecoming a Fire Fighter.

### **Section 2: Hearing of Charges; Notice of Decision**

Charges against any Member of the Fire Department shall be made in writing under oath and filed with the Borough Clerk within ten (10) days after the offense is alleged to have been committed and specify, as near as possible, the time, place and circumstances of the offense. In no case, however, shall charges be proffered without the written approval of the Chief of the Fire Department, except charges against the Chief.

In the event of potential suspension or dismissal, the President of the Company of the accused Member shall immediately after the reading of the charges, appoint three (3) members in good standing and the Vice President shall appoint two (2) members in good standing, making a committee (hereinafter referred to as the "Fire Committee") of five (5), to try the charges. The date, time and place of the hearing of said charges shall then be fixed by the Fire Committee at a meeting, which shall be specially

convened for that purpose, and at least five days before the date so fixed for hearing, a written copy of said charges, together with a notice of the date, time and place of said hearing, shall be served on the member against whom the charges are made, either personally or by leaving the same at such member's usual place of abode. At the time, place and date fixed for the hearing of said charges, the Fire Committee shall hear the evidence adduced by all parties concerned and shall recommend a decision to the Mayor and Council. At all such hearings, the Fire Commissioner shall be the presiding officer. At all such hearings, the respondent, as well as the person making the charges, may have the assistance of counsel in the presentation of evidence relative to the facts at issue. At all such hearings, the Fire Committee shall have the assistance of the Borough Attorney. The hearing of said charges may be adjourned from time to time in the discretion of the Fire Committee; provided, however, that the Fire Committee shall render its recommendation to the Mayor and Council within fifteen (15) days following the conclusion of the hearing. At the next meeting of the Mayor and Council after receiving the recommendation of the Fire Committee, the Mayor and Council shall render its decision by a majority vote of the Council members present at the hearing, provided that in all cases a quorum shall be represented. The decision of the Mayor and Council shall be registered by motion and roll call vote, including the penalty, if any. Notice of the decision shall be mailed to the respondent.

### Section 3: Suspension by Chief; Filing of Charges

The Chief of the Fire Department shall have the right to suspend any member forthwith for any of the offenses enumerated in above, but in such case, charges shall be proffered against such member within five (5) business days thereafter.

### Section 4: Grievance Procedure

Any grievance or dispute which may arise between any Member of the River Edge Volunteer Fire Department and any Officer thereof concerning a firematic issue(s) or any proposed applicant for membership and any Officer thereof concerning the application process shall be settled in the following manner:

Step 1. The member or applicant, as the case may be, shall submit the grievance in writing to the Fire Chief within five (5) days of its occurrence. The Fire Chief shall attempt to resolve the matter and respond in writing to the member or applicant, as the case may be, within five (5) working days of his/her receipt of the written grievance.

Step 2. If the grievance is still unsettled, the member or applicant, as the case may be, shall, within five (5) working days from receipt of the answer required by Step 1, submit the written grievance, together with all documentation supporting same, to the Borough Clerk for final resolution by the Borough Council within thirty (30) days of the Clerk's receipt thereof. The Borough Clerk shall provide notice to the grievant and Fire Chief as to the date and time on which the matter will be considered by the Borough Council. On that date and time, the grievant and Fire Chief may appear and present testimony and documentary evidence in support of their respective positions.

### **Article X – Monthly Reports to Council/Business Administrator**

At each meeting, the Secretary shall call the roll and mark as absent all who have not attended at least a part of the meeting and shall render a record of meeting percentages to date.

Immediately upon the return from an alarm or drill and after the apparatus has been properly housed, the officer in command shall call the roll and all members not answering to the same, unless excused, shall be considered as non-attendants at such alarm. Any officer or most recent Ex-Chief or the senior man in charge shall be vested with the right to excuse any member from not returning to the fire house.

It shall be the duty of the Captains of each Company to keep and record the attendance at all fires, drills,

meetings, and present the averages for same at each monthly meeting of the Company. Any Member may challenge or dispute their average after review at the monthly Company meeting. Upon presentation at the monthly meeting of the Company, the Captain shall submit the averages, and supporting records, to the Borough Administrator for review. Any dispute over a Member's average that is not resolved in-house shall be submitted to the Borough Administrator and Council for review. The Captain shall also keep a record of all fires. These records and averages shall be kept in a separate book. At the end of each calendar year, one copy of these records shall be turned over to the Secretary of the Relief Association for permanent filing, and signed by the Captain responsible for the averages.

A roster of all Officers, Committees, and Members, signifying their start date, type of Member (i.e., active, retired, exempt, non-exempt, etc.), certifications and position held, if applicable, shall be updated submitted to the Borough Administrator on January 15 of each year.

## **Article XI – Reimbursement of Expenses/Clothing Allowance**

### **Section 1: Appropriation and payments to cover losses incurred**

The governing body of the Borough of River Edge may by resolution appropriate and pay each year to any active volunteer fire fighter doing public fire duty under the control or supervision of the governing body such sum as in the judgment of the governing body will be sufficient to cover any losses incurred by him in attending upon fires in the municipality under and within which he may be doing public fire duty. The Municipal Clerk shall keep a true and complete list of the active volunteer fire fighters of the Borough. The total cost to the Borough in any year shall not exceed sixty thousand dollars (\$60,000.00).

To be eligible to receive the clothing allowance provided herein, all Members must timely submit all necessary payroll forms, including but not limited to an I-9 and W-4 or W-9, to the Borough Finance Department. The Borough will issue payroll checks, less applicable deductions, on January 15 of each year to each Member entitled to clothing allowance for their performance of duties in the prior year via the Borough payroll system.

### **Section 2: Eligibility**

Any member who achieves an annual credit percentage of forty-five (45%) shall be entitled to receive the full clothing allowance for his/her rank. A Member's annual credit percentage is based strictly on their percentage of attendance at fires, drills and meetings. Members may be afforded "extra credit" for their performance of activities expressly authorized, in writing, as extra credit opportunities by the Chief. Any "extra credit" shall be assigned a number of points applicable to that specific activity as deemed appropriate by the Chief.

Any member who fails to achieve an annual credit percentage of forty-five percent (45%) shall receive a prorated percentage of the clothing allowance for his/her rank based upon the number of calls made.

### **Section 3: Schedule of Payments**

All eligible Officers and Members will receive compensation from the Borough Finance Department reflective of the amount afforded to that individual below based on the averages reported in the records submitted to the Borough. The annual clothing allowance for Fire Department Members shall be distributed as follows:

- A. Chief of the Department shall receive \$\_\_\_\_\_.
- B. Assistant Chief of the Department shall receive \$\_\_\_\_\_.
- C. Deputy Chief of the Department shall receive \$\_\_\_\_\_.
- D. Each Captain shall receive \$\_\_\_\_\_.
- E. Each 1st Lieutenant shall receive \$\_\_\_\_\_.
- F. Each 2nd Lieutenant shall receive \$\_\_\_\_\_.

The balance of the annual clothing allowance shall be distributed to all active members of the Fire Department in proportion to the number of alarms and drills attended by each active member for the prior calendar year. Said amount shall be calculated by dividing the balance of the annual clothing allowance by the total number of alarms and drills responded to by the Fire Department, which will equal a common value per alarm and drill. Each active member of the Fire Department shall be entitled to an annual clothing allowance in an amount equal the common value per alarm multiplied by the number of alarms and drills attended by that active member of the Fire Department. For purposes of this section, "active firefighters" shall be defined as those members of the Fire Department who respond to emergency service calls and have made a minimum of forty-five percent (45%) of the fire calls in the current year.

Members who performed their duties for less than one (1) full year:

- A. Any member who shall have been in attendance and performed his duties as a fire fighter in a given year for a period from zero (0) up to three (3) months shall receive twenty-five percent (25%) of the amount set forth in the above schedule of payment based upon the actual period served.
- B. Any member who shall have been in attendance and performed his duties as a fire fighter in a given year for a period of three (3) up to six (6) months shall receive fifty percent (50%) of the amount set forth in the above schedule of payment based upon the actual period served.
- C. Any member who shall have been in attendance and performed his duties as a fire fighter in a given year for a period from six (6) up to nine (9) months shall receive seventy-five (75%) of the amount set forth in the above schedule of payment based upon the actual period served.
- D. Any member who shall have been in attendance and performed his duties as fire fighter in a given year for a period from nine (9) up to twelve (12) months shall receive one hundred percent (100%) of the amount set forth in the above schedule of payment based upon the actual period served.

## **Article XII – By-Laws**

The By-Laws of the Fire Department shall be filed with the Borough Clerk after first having been presented to the Borough Council.

No part of the Department By-Laws shall be set aside or be suspended at any time, except when the proposed change is presented by a Member in writing. Such proposed amendment shall be read at one regular company meeting and shall be read at one Departmental meeting, all members being notified to attend the meeting, when action shall be taken and if after discussing the proposed change, a two-thirds majority of the members present shall vote in favor of its adoption, such amendment shall forthwith become a part of these by-laws. Any adopted amendments or revisions to the by-laws shall be presented to the Borough Council at its next meeting.

There shall be a Departmental By-Laws Committee appointed by the Chief with three (3) Members from each company. It shall be the duties of the By-Laws Committee to interpret the By-Laws of the River Edge Fire Department and the decision of the By-Laws Committee will be final. In the event of a tie, the Chief's vote breaks the tie.

## **Article XIII – Junior Firefighters Auxiliary**

### **Section 1: Establishment.**

There shall be established in the Borough of River Edge an auxiliary to the River Edge Volunteer Fire Department, to be known as the "Junior Firefighters Auxiliary." The members of the Junior Firefighters

Auxiliary shall serve with the consent of the Mayor and Council, under the authority and supervision of the River Edge Volunteer Fire Department.

Section 2: Age and residency requirement.

[Amended 4-19-2010 by Ord. No. 1695; 6-25-2018 by Ord. No. 18-13]

No person shall be eligible for membership in the Junior Firefighters Auxiliary who is younger than 16 years of age or older than 17 years of age. All applicants shall either reside within the Borough of River Edge or shall be related by blood, marriage, or adoption to an active member of the River Edge Fire Department.

Section 3: Parental/guardian permission.

[Amended 4-19-2010 by Ord. No. 1695]

Persons serving in the Junior Firefighters Auxiliary shall be required to obtain permission, annually, to participate in the Auxiliary from their parents or legal guardians. Such permission must be given in writing and acknowledged or proven in the same manner as is required by law for deeds to real estate to be recorded.

Section 4: (Reserved) [1]

[1]

*Editor's Note: Former § 33-6, Release and consent, was repealed 4-19-2010 by Ord. No. 1695.*

Section 5: Physical examination.

Members of the Junior Firefighters Auxiliary shall annually satisfy the physical examination requirement established by the Auxiliary's Rules and Regulations.

Section 6: Insurance coverage.

Members of the Junior Firefighters Auxiliary shall be provided with the same insurance coverage and the same amounts of coverage as is provided for regular members of the River Edge Volunteer Fire Department.

Section 7: Rules and regulations.

The Junior Firefighters Auxiliary shall be subject to rules and regulations. Said rules and regulations shall be formulated by the River Edge Volunteer Fire Department and approved by the Mayor and Council. Said rules and regulations shall be formulated and approved prior to the induction of a member into the Auxiliary. Said rules and regulations shall provide for the training of Auxiliary members for eventual membership in the River Edge Volunteer Fire Department and shall further provide that no junior firefighter will be required to perform duties which would expose him or her to the same degree of hazard as a regular member of the River Edge Volunteer Fire Department.

Section 8: Force and effect.

This article shall take effect and be enforced from and after its approval, as required by law.

Section 9: Employment.

[Added 7-2-2001 by Ord. No. 1343]

Any junior firefighter who shall be employed by the Borough of River Edge shall not respond to a fire alarm unless a direct order is received from the Chief of the Fire Department or his/her designee.

This Ordinance shall become effective immediately upon adoption and publication according to law.

ATTEST:

APPROVED:

Stephanie Evans  
Borough Clerk

Ellen Busteed  
Council President

**OPEN HEARING ON ORDINANCE – Ordinance #19-21**

On motion by Councilman Chinigo, seconded by Councilman Gautier to open hearing on Ordinance #19-21 was unanimously approved.

Raymond Poerio-said over the past week he's been going back and forth discussing some additional changes that the Fire Department has requested. He doesn't think the Council will object to any of the changes but there may be some amendments that will need to be discussed. One of the biggest problems with some of the changes that they were asking for is that they would not be consistent with the by-laws. He's asked the Fire Department when they will be amending their by-laws and was told that it would probably happen in the next few months. He suggested that once that occurs, they come back to him to discuss amendments.

**CLOSE HEARING ON ORDINANCE – Ordinance #19-21**

On motion by Councilman Chinigo, seconded by Councilman Papaleo to close the hearing on Ordinance #19-21 was unanimously approved.

**ADOPTION OF ORDINANCE – Ordinance #19-21**

On motion by Councilman Chinigo, seconded by Councilman Papaleo to adopt Ordinance #19-21 was unanimously approved.

\*\*\*\*\*

**RESOLUTIONS - By Consent**

On motion by Councilwoman Kaufman, seconded by Councilman Gautier to approved resolution #19-378 through #19-381 was unanimously approved.

#19-378 Authorize Mayor to Sign Lease with Temple Avodat Shalom for Rental of Premises Located at 385 Howland Avenue, River Edge, New Jersey for the Recreational Needs of the Senior Citizens of River Edge

WHEREAS, the Borough of River Edge is aware of, and recognizes that there is a need for greater concern for the good and welfare of senior citizens of River Edge; and

WHEREAS, there is a need in River Edge for adequate facilities to conduct a meaningful and ongoing program as it relates to the recreational needs of the senior citizens of River Edge; and

WHEREAS, Temple Avodat Shalom, 385 Howland Avenue, River Edge, New Jersey has agreed to make available to the senior citizens of River Edge such facilities that are deemed necessary to carry out a senior citizens recreational program; and

WHEREAS, the Local Lands and Buildings Law, N.J.S.A. 40A:12-15(i), as well as N.J.S.A. 40A:48-9.4, permit the leasing and funding of facilities for this purpose; and

WHEREAS, the Chief Financial Officer certifies that funds are available from Account #9-01-27-360-020 of the Current Fund for 2020 in the amount of \$19,000.00 subject to the Governing

Body making sufficient funds available in the year 2020 budget; and

WHEREAS, the Mayor and Council have reviewed a lease agreement prepared by the Borough Attorney and reviewed by the Contracts Committee and have accepted the form of that agreement.

NOW, THEREFORE, BE IT RESOLVED that the Mayor is hereby authorized to sign said lease agreement on file with the Borough Clerk and the Borough Clerk is authorized to attest said signature for a lease period commencing January 1, 2020 and ending December 31, 2020.

December 9, 2019

\*\*\*\*\*

#19-379 Authorize Tax Collector to Refund a 2019 Tax Overpayment due to the 2016 Homestead Rebate Credit Issued to a Tax Exempt Property

WHEREAS, a Homestead Rebate Credit was applied to the 4<sup>th</sup> quarter 2019 taxes on the following property that became tax exempt in 2017; and

WHEREAS, property is exempt and no taxes are due.

NOW, THEREFORE, BE IT RESOLVED that the Account Supervisor is hereby authorized to issue a check in the following amount and the Tax Collector to adjust her records accordingly.

<u>Block/Lot</u>	<u>Name &amp; Address</u>	<u>Tax Qtr.</u>	<u>Refund Amount</u>
405/3	Barchetto, Anthony & Marilyn 153 Webb Avenue River Edge, NJ 07661	4 <sup>th</sup>	443.89

December 9, 2019

\*\*\*\*\*

#19-380 Authorize Tax Collector to Refund 4<sup>th</sup> Quarter 2019 Tax Overpayment

WHEREAS, the tax office has received a duplicate payment and/or tax overpayment for 2019 taxes on the following property(s); and

WHEREAS, a written request was received from the homeowner and/or their Mortgage Company/Title Company to refund the overpaid amount directly to the homeowner.

NOW, THEREFORE, BE IT RESOLVED that the Account Supervisor is hereby authorized to issue a check in the following amounts and the Tax Collector to adjust her records accordingly.

<u>Block/Lot</u>	<u>Name &amp; Address</u>	<u>Refund Amount</u>
814/25	Laubert, Andrew 84 Wayne Avenue River Edge, NJ 07661	250.00

\*\*\*\*\*

#19-381 Authorize Tax Collector to Refund 2019 4<sup>th</sup> Quarter Tax Overpayment(s)

WHEREAS, the tax office has received a duplicate payment and/or tax overpayment for 2019 taxes on the following property(s); and

WHEREAS, a written request was received from the homeowner and/or their Mortgage Company/Title Company to refund the overpaid amount directly to the homeowner.

NOW, THEREFORE, BE IT RESOLVED that the Account Supervisor is hereby authorized to issue a check in the following amounts and the Tax Collector to adjust her records accordingly.

<u>Block/Lot</u>	<u>Name &amp; Address</u>		<u>Refund Amount</u>
1004/33	SHON, PETER 7 Cherry Mews River Edge, NJ #52175036	DUPLICATE	3,501.77
		TOTAL:	3,501.77

Make check payable to: CORE LOGIC TAX SERVICES  
P.O. Box 9202  
Coppell, TX 75019-9978

December 9, 2019

\*\*\*\*\*

#19-382 Payment of Bills

WHEREAS, vouchers for the payment of goods and services rendered to the Borough of River Edge have been received; and

WHEREAS, each bill has been checked by the receiving department, approved by the Chief Financial Officer and Borough Clerk and reviewed by the three members of the Finance Committee.

NOW, THEREFORE, BE IT RESOLVED that bills as listed now be confirmed for payment from the appropriate funds as follows:

CURRENT ACCOUNT	\$181,639.61
CAPITAL ACCOUNT	\$ 6,528.98
GRANT FUND ACCOUNT	\$ 1,547.00
ANIMAL CONTROL ACCOUNT	\$ 221.72
TRUST OTHER ACCOUNT	\$ 3,520.90
OPEN SPACE ACCOUNT	\$ 650.00
PAYROLL ACCOUNT	\$294,081.85
DEVELOPERS ESCROW ACCOUNT	\$ 1,420.00

BE IT FURTHER RESOLVED, that claims read and approved by the Governing Body at a Council meeting will be dated the day after the reading of those claims and will appear on the following bill list at the next public meeting of the Mayor and Council at which time claims would be paid.

December 9, 2019

#### **PUBLIC COMMENTS –**

On motion by Councilman Gautier, seconded by Councilman Chinigo to open for public comments was unanimously approved.

Cindy Bequeaith-745 7<sup>th</sup> Avenue-asked who she would speak with in regard to our recycling program because she feels that things have changed over the past few years and would like to find out what we have to do and what the dollars and cents are for it.

Council President Busted-said that she believes that it's determined by the contractor who picks up the recycling.

Raymond Poerio-said that it would be part of the bid document.

Cindy Bequeaith-said that there are many places that actually clean out everything and take everything versus the way we do things. She said that she would like to know why it was decided to do things this way because there are so many things that are thrown into the trash that she feels could be picked up by a recycling company.

On motion by Councilman Papaleo, seconded by Councilman Chinigo to close public comments was unanimously approved.

#### **COUNCIL COMMENTS –**

Councilwoman Kaufman-had no comment.

Councilman Gautier-said that he attended the tree lighting ceremony on Saturday and commended everyone that was involved for doing a great job. He thought the Girl Scouts did a great job with caroling, Carolyn for setting everything up and also thanked the Fire Department and DPW for their roles as well. He thought that the photo booth was a terrific addition to the event.

Councilman Papaleo-thanked the Fire Department for hosting and escorting Santa into town on the antique fire engine and allowing everyone to come to Company #1. He also thanked the DPW for preparing the town for this event with decorations and the Police Department Reserves for keeping us all safe. He commended the Recreation Commission and Beautification Committee for all of their work in decorating the tree and coordinating the Scouts and continuing to make this a wonderful event.

Councilman Chinigo-also thanked Carolyn, the Fire Department, Girl Scouts and the DPW for helping to make this a great event. He congratulated the newly elected officers of the Fire Department and thanked the outgoing officers for their service. He commended the DPW for doing a great job in clearing the streets during the recent storm. He wants to remind residents to please lock your car doors as there have been a few thefts reported and there's always an uptick during the holidays. He said that the Police can't be everywhere at all times so we as homeowners and residents have to make sure to protect ourselves as well. He wished Happy Holidays to everyone.

Council President Busted-said that she wasn't able to attend Councilwoman Davis' last meeting and would like to thank her for her friendship and her service to the borough. She knows that she will remain a volunteer extraordinaire in other ways throughout the borough. She reminded commuters who

live in the borough that cars cannot see you when you're crossing the street after getting off the bus. She said that this council is working hard to improve conditions by putting in flashing pedestrian signs and working with PSE&G on the wattage of the street lights. She said that although our emergency services do a fabulous job, she again asked that people wear something reflective, cross in a group and do something to help yourself to prevent an accident. A resident had come to them and ask if they could address Reservoir and Kinderkamack because it's a very hard place to cross. The Traffic & Safety Committee has added that as a priority for flashing pedestrian signs when money is put in the budget. She wished everyone Happy Holidays and invited everyone back on January 6<sup>th</sup> on the swearing in of our Mayor elect and Council people.

**ADJOURNMENT – 6:39 P.M.**

On motion by Councilman Papaleo, seconded by Councilwoman Kaufman to adjourn the meeting at 6:39 p.m. was unanimously approved.

---

Council President Ellen Busted

Attest:

---

Stephanie Evans, Borough Clerk