

BOROUGH OF RIDGEFIELD

A G E N D A

Work Session, Executive Session and Regular Meeting of the Mayor and Council

Date: September 26, 2022

Open Public Meetings Statement by Mayor Suarez

Work Session: 6:00 P.M. C.T.O.: Adjourn:

- Cannabis Presentation – Eureka Farms LLC

Mayor Suarez – Adjournment into closed Executive Session in accordance with the “Open Public Meetings Act”

Executive Session: 6:30 P.M. C.T.O.: Adjourn:

Public Session: 7:00 P.M. C.T.O.: Adjourn:

Pledge of Allegiance

Invocation

Citizens Comment on Agenda:

Correspondence:

ROLL CALL-WORK SESSION

Table with 3 columns: Name, PRESENT, ABSENT. Rows include Mayor Suarez, Castelli, Penabad, Jimenez, Kontolios, Larkin, Dorsett.

ROLL CALL-EXEC. SESSION

Table with 3 columns: Name, PRESENT, ABSENT. Rows include Mayor Suarez, Castelli, Penabad, Jimenez, Kontolios, Larkin, Dorsett.

ROLL CALL-PUBLIC SESSION

Table with 3 columns: Name, PRESENT, ABSENT. Rows include Mayor Suarez, Castelli, Penabad, Jimenez, Kontolios, Larkin, Dorsett.

As advertised, hearing will be held on Ordinance No. 2442 entitled, “AN ORDINANCE AMENDING CHAPTER 255 OF THE CODE OF THE BOROUGH OF RIDGEFIELD ENTITLED “LICENSES AND PERMITS” TO AUTHORIZE LICENSES FOR CANNABIS BUSINESSES PERMITTED IN THE BOROUGH OF RIDGEFIELD”

Entertain motion to declare the time for the public hearing to be declared open

Public Hearing

Entertain motion to declare the time for the public hearing to be declared closed

Final Reading of Ordinance

Roll Call

As advertised, hearing will be held on Ordinance No. 2443 entitled, "AN ORDINANCE AMENDING CHAPTER 375 ARTICLE III ENTITLED "MUNICIPAL BUILDING PARKING PLACE""

Entertain motion to declare the time for the public hearing to be declared open

Public Hearing

Entertain motion to declare the time for the public hearing to be declared closed

Final Reading of Ordinance

Roll Call

Introduction of Ordinance No. 2444 entitled, "AN ORDINANCE AMENDING SECTION 375-5 OF THE CODE OF THE BOROUGH OF RIDGEFIELD ENTITLED NO PARKING AREAS AND 375-36 OF THE CODE OF THE BOROUGH OF RIDGEFIELD ENTITLED ALTERNATE SIDE OF STREET PARKING"

First Reading of Ordinance

Roll Call

CONSENT AGENDA:

All items listed are considered to be routine and non-controversial by the Borough Council and will be approved by one motion. There will be no separate discussion on these items unless a Council member(s) so request it, in which case the item(s) will be removed from the Consent Agenda and considered in its normal sequence on the agenda. The one motion signifies the adoption of all resolutions and approval of applications and minutes.

218-2022	Councilman Kontolios	Approve 12.39 Special Ruling-Safargar & Sons LLC
219-2022	Councilman Kontolios	Liquor License Renewal-Main Street Food Corp.
220-2022	Councilman Penabad	Appoint Data Reporting/Light Technician
221-2022	Councilman Jimenez	Redemption of Tax Title Lien #21-003
222-2022	Councilman Jimenez	Corrective Action Plan

223-2022	Councilwoman Larkin	Appointment to Recreation Commission
224-2022	Councilwoman Larkin	Appointment to Anti-Bullying Committee
225-2022	Councilman Kontolios	Appoint School Crossing Guard 2022-2023 School Year
226-2022	Councilman Dorsett	Appointment to Environmental Commission
227-2022	Councilwoman Larkin	Hire P/T Employee for Recreation Department

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

RESOLUTIONS:

228-2022 Councilman Jimenez Warrants

COMMENTS BY MAYOR:

COMMENTS BY COUNCIL:

COMMENTS BY ADMINISTRATOR:

COMMENTS BY CITIZENS: (All speakers are limited to five minutes maximum per meeting)

Agenda subject to change as a result of matters not known at time of printing with the consent of the Mayor and Council.

Respectfully submitted,

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Mayor Suarez

BE IT RESOLVED, that the regular public meeting be adjourned, and that the Mayor and Council of the Borough of Ridgefield shall meet in a closed Executive Session following a five minute recess at the termination of this meeting. The purpose of the Executive Session shall be to discuss the following matters:

- _____ Personnel matters in various departments of the Borough.
- _____ Pending and Potential Litigation
- _____ Tax Court Litigation.
- _____ Potential real estate transactions in which the Borough may engage.

COUNCIL VOTE				
	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

BE IT FURTHER RESOLVED, that as soon as practicable discussion concerning

- _____ Personnel matters
- _____ Potential real estate transactions shall be disclosed to the public.
- _____ And that discussions with the Borough Attorney concerning litigation shall be disclosed when said litigation is terminated.

Adjournment to Closed Session. The Mayor and Council reserve the right to reconvene into Public Session, if necessary, to take action on Closed Session items.

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilman Jimenez

ORDINANCE NO. 2442

BE IT ORDAINED by the Borough Council of the Mayor and Council of the Borough of Ridgefield that an Ordinance entitled,

“AN ORDINANCE AMENDING CHAPTER 255 OF THE CODE OF THE BOROUGH OF RIDGEFIELD ENTITLED “LICENSES AND PERMITS” TO AUTHORIZE LICENSES FOR CANNABIS BUSINESSES PERMITTED IN THE BOROUGH OF RIDGEFIELD”

introduced on the 12th day of September, 2022, do now pass a final reading and be adopted, and that the Borough Clerk be and she is authorized and directed to publish once, the aforesaid title, together with a notice of the date of its passage on final reading and approval thereof in The Record, a newspaper circulating in the Borough of Ridgefield.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 12, 2022

Presented by Councilman Jimenez

ORDINANCE NO. 2442

“AN ORDINANCE AMENDING CHAPTER 255 OF THE CODE OF THE BOROUGH OF RIDGEFIELD ENTITLED “LICENSES AND PERMITS” TO AUTHORIZE LICENSES FOR CANNABIS BUSINESSES PERMITTED IN THE BOROUGH OF RIDGEFIELD”

NOW THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Ridgefield, as follows:

SECTION I.

Chapter 255 of the Code of the Borough of Ridgefield, entitled “Licenses and Permits”, be and hereby is amended by adding to the existing provisions of said Chapter a new Article IV entitled Cannabis Licenses.

Section 255-13, “Licenses” shall be amended as follows:

§255-13 Licensing of Cannabis Businesses

a. Local licensing authority.

1. The Mayor and Borough Council is hereby designated to act as the local licensing authority for the Borough for all cannabis establishments. Under all circumstances in which State law requires communication to the Borough by the Cannabis Regulatory Commission or any other State agency with regard to the licensing of cannabis establishments by the State, or in which State law requires any review or approval by the Borough of any action taken by the State licensing authority, the exclusive authority for receiving such communications and granting such approvals shall be exercised by the Mayor and Borough Council.
2. Under no circumstances shall a local license for a cannabis establishment issued by the Mayor and Borough Council be effective until or unless the State has issued the requisite permits or licenses to operate such a facility. It is the intent of this Chapter that no cannabis establishment may lawfully operate in the Borough without the issuance of a State permit or license and full regulatory oversight of the cannabis establishment by the Cannabis Regulatory Commission or other state licensing authority as well as oversight and issuance of a license by the Borough.

- b. Classification of licenses. The Borough, subject to land use approval and State licensure, may issue the following municipal licenses to operate a cannabis establishment:

Class I: Cannabis Cultivation license
Class II: Cannabis Manufacturing license
Class III: Cannabis Wholesale

- c. Maximum number of licenses. The Borough may issue a maximum of licenses as follows:

1. Class I: Cannabis Cultivation license (including microbusinesses): 2
2. Class II: Cannabis Manufacturing license (including microbusinesses): 2
3. Class III: Cannabis Wholesale (including microbusinesses): 2

Any license conditionally issued by the Borough is contingent upon the locally licensed entity's or individual's subsequent receipt of a State permit or license of the same class or type of regulated cannabis activity.

- d. Application. Following receipt of an award of a license by the State, persons wishing to obtain a local cannabis license shall file a license application with the Mayor and Borough Council. An application shall be deemed incomplete, and shall not be processed by the Mayor and Borough Council, until all documents and application fees are submitted. To be deemed complete, all applications shall be accompanied by the following:

1. A cover letter identifying the applicant, the location of the operation, and date it received an award of the license by the State;
2. A copy of the license awarded by the State;
3. A copy of the resolution of support received from the Borough;
4. The applicant shall submit proof that the applicant has or will have lawful possession of the premises proposed for the cannabis establishment, which proof may consist of: a deed, a lease, a real estate contract contingent upon successful licensing, or a binding letter of intent by the owner of the premises indicating an intent to lease the premises to the entrant contingent upon successful licensing.
5. The applicant shall submit an affidavit and documentary proof of compliance with all state and local laws regarding affirmative action, anti-discrimination and fair employment practices. The applicant shall also certify under oath that they will not and shall not discriminate based on race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.
6. The location proposed for licensing by the applicant shall comply with all applicable municipal zoning laws and the location restrictions set forth in this Code.

7. The applicant shall submit, to the satisfaction of the Mayor and Borough Council, proof of financial capability to open and operate the marijuana establishment for which the applicant is seeking a license. Standards for proof of financial capability shall be determined by the Mayor and Borough Council.
8. The applicant shall submit all required nonrefundable fees for the application and conditional license in accordance with the following fee schedule:
 - (a) Class I: Cannabis Cultivation license: \$15,000.00
 - (b) Class II: Cannabis Manufacturing license: \$15,000.00
 - (c) Class III: Cannabis Wholesale: \$15,000.00

Microbusinesses shall submit a nonrefundable fee of \$12,500.00.

9. The applicant shall submit all annual registration fees required in accordance with the following fee schedule, which shall be refunded in the event the applicant does not receive a license:
 - (a) Class I: Cannabis Cultivation license: \$15,000.00
 - (b) Class II: Cannabis Manufacturing license: \$15,000.00
 - (c) Class III: Cannabis Wholesale license: \$15,000.00

Microbusinesses shall submit a nonrefundable fee of \$12,500.00.

10. In addition to complying with any State requirement related to good character and criminal background, any person proposed to have an ownership interest in the license shall not have had any cannabis license or permit revoked for a violation affecting public safety in the State of New Jersey or a subdivision thereof within the preceding five (5) years.
11. The applicant and the application shall otherwise comply with any, and all qualification standards set forth in the State and Borough laws or regulations.

e. Term of license and license renewals.

1. Any local license issued pursuant to this Chapter shall be valid for a period of one (1) year from the date of issuance and shall be renewed in accordance with the provisions of this Chapter.
2. The Mayor and Borough Council may, at its discretion, adjust the renewal date of the local license to correlate with an applicant's State licensing and renewal schedule.
3. Renewal of any license shall be governed by any code amendments, additional restrictions or changes in regulations adopted since the previous license was issued or renewed.
4. Transfer of ownership of any local license, expansion of any licensed establishment, or change of location of any license shall be subject to Borough Planning review and zoning approval.

5. Except where the Mayor and Borough Council has received a complete renewal application along with the requisite fees, and has issued a license renewal, it shall be unlawful for any person to manufacture, sell, distribute, transfer, transport, or otherwise remove cannabis or cannabis products from the premises of any license after the expiration date recorded on the face of the license.

SECTION II.

§255-14. Disciplinary Actions, Sanctions and Penalties.

- a. Disciplinary actions. Procedures for investigation of license violations and for suspension, revocation, or other licensing sanctions as a result of any such violation shall be as follows:
 1. First offense: Up to \$1,000 per violation per day;
 2. Second offense: Up to \$5,000 per violation per day;
 3. Third violation shall result in summary suspension.
- b. Summary suspension. Notwithstanding the foregoing section, when the Mayor and Borough Council has reasonable grounds to believe that a licensee has engaged in deliberate and willful violation of any applicable law or regulation, or that the public health, safety, and/or general welfare has been jeopardized and requires emergency action, the Mayor and Borough Council may enter a summary suspension order for the immediate suspension of such license pending further investigation.
 1. The summary suspension order shall be in writing and shall State the reasons therefore. The licensee shall be afforded an opportunity for a hearing as outlined herein.
 2. The Mayor and Borough Council shall convene a review panel consisting of the Administrator, a second administrative officer designated by the Mayor, and the Chief of Police. The hearing shall be scheduled within 30 days of the date of the order.
 3. The review panel is authorized to impose any fines, conditions, restrictions, suspensions, or combination thereof authorized by the State of New Jersey. In the absence of State specified penalties, the Borough may issue fines up to, but not to exceed, \$2,500 per offense and/or suspension of license for a period not to exceed 6 months.
- c. Inactive licenses. Following the commencement of retail sales of cannabis or cannabis products, the Mayor and Borough Council may suspend or revoke any license if the licensed premises have been inactive or unoccupied by the licensee for at least 6 months.
- d. State license. The Mayor and Borough Council may suspend or revoke any license if the corresponding State license or permit for the subject location is expired, surrendered, suspended, or revoked.

SECTION III.

Any article, section, paragraph, subsection, clause, or other provision of the Ridgefield Borough Code inconsistent with the provisions of this ordinance is hereby repealed to the extent of such inconsistency.

SECTION IV.

If any section, paragraph, subsection, clause, or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

SECTION V.

This ordinance shall take effect upon its passage and publication and filing with the Bergen County Planning Board, and as otherwise provided for by law.

SECTION VI.

All other parts, portions and provisions of the Borough of Ridgefield Code, be and the same, are hereby ratified and confirmed, except where inconsistent with the terms hereof. In the event of any such inconsistency, the terms of this Ordinance shall be deemed to govern.

SECTION VII.

The terms of this Ordinance are hereby declared to be severable; should any part, portion or provision hereof be declared invalid or unconstitutional, said finding shall not affect any other part, portion or provision thereof.

SECTION VIII

This Ordinance shall take effect immediately upon final passage and publication according to law.

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilman Castelli

ORDINANCE NO. 2443

BE IT ORDAINED by the Borough Council of the Mayor and Council of the Borough of Ridgefield that an Ordinance entitled,

“AN ORDINANCE AMENDING CHAPTER 375 ARTICLE III ENTITLED “MUNICIPAL BUILDING PARKING PLACE”

introduced on the 12th day of September, 2022, do now pass a final reading and be adopted, and that the Borough Clerk be and she is authorized and directed to publish once, the aforesaid title, together with a notice of the date of its passage on final reading and approval thereof in The Record, a newspaper circulating in the Borough of Ridgefield.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 12, 2022

Presented by Councilman Castelli

ORDINANCE NO. 2443

“AN ORDINANCE AMENDING CHAPTER 375 ARTICLE III ENTITLED “MUNICIPAL
BUILDING PARKING PLACE”

BE IT ORDAINED by the Mayor and Council of the Borough of Ridgefield as follows:

Section I:

Section 375-10 of Article III, Chapter 375 of the Code of the Borough of Ridgefield shall be deleted in it's entirety and replaced with the following:

375-10. No Parking

No person shall park a vehicle in the parking place maintained by the Borough of Ridgefield at the Municipal Building at any time, of any day, except while conducting business at said Municipal Building or during public meetings, except members of the governing body, persons holding office or appointive position thereunder or employees thereof who are actually employed in said Municipal Building and members of the Ridgefield Police Department. All employees of the Borough of Ridgefield shall park in designated spaces. There shall be no overnight parking.

Section II:

Any article, section, paragraph, subsection, clause, or other provision of the Code of the Borough of Ridgefield inconsistent with the provisions of this ordinance is hereby repealed as to said inconsistencies and conflicts.

Section III:

If any section, paragraph, subsection, clause or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

Section IV:

This ordinance shall take effect immediately upon passage and publication according to law.

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 12, 2022

Presented by Councilman Kontolios

ORDINANCE NO. 2444

BE IT ORDAINED by the Borough Council of the Mayor and Council of the Borough of Ridgefield that an Ordinance entitled,

“AN ORDINANCE AMENDING SECTION 375-5 OF THE CODE OF THE BOROUGH OF RIDGEFIELD ENTITLED NO PARKING AREAS AND 375-36 OF THE CODE OF THE BOROUGH OF RIDGEFIELD ENTITLED ALTERNATE SIDE OF STREET PARKING”

introduced on the 26th day of September, 2022, do now pass a first reading and that said Ordinance be further considered for final passage at a regular meeting to be held on the 11th day of October, 2022 at 7:00 PM or as soon thereafter as the matter may be reached at the regular meeting of the Borough Council to be held at the Community Center, 725 Slocum Avenue and that at such time and place, all persons interested be given an opportunity to be heard concerning the same, that the Borough Clerk be and she is hereby authorized and directed to publish in The Record, a newspaper circulating in the Borough of Ridgefield said Ordinance according to law, with a notice of its introduction and passage on first reading, and of the time and place when and where said Ordinance will be further considered for final passage.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 12, 2022

Presented by Councilman Kontolios

ORDINANCE NO. 2444

“AN ORDINANCE AMENDING SECTION 375-5 OF THE CODE OF THE BOROUGH OF RIDGEFIELD ENTITLED NO PARKING AREAS AND 375-36 OF THE CODE OF THE BOROUGH OF RIDGEFIELD ENTITLED ALTERNATE SIDE OF STREET PARKING”

BE IT ORDAINED by the Mayor and Council of the Borough of Ridgefield as follows:

Section I. Chapter 375-5, Article II be and hereby is amended by adding the following no parking areas:

On the easterly and westerly sides of Bell Drive from the intersection of River Street northward to the cul-de-sac.

Section II. Chapter 375-36, Article X be and hereby is amended by making the following changes:

Existing Language:

Bell Drive East	12:01 a.m. to 6:00 a.m. Wednesday	Edgewater Avenue to dead end
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New Language:

Bell Drive East	12:01 a.m. to 6:00 a.m. Wednesday	Edgewater Avenue to River Street
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Existing Language:

Bell Drive West	12:01 a.m. to 6:00 a.m. Wednesday	Edgewater Avenue to dead end
-----------------	--------------------------------------	---------------------------------

New Language:

Bell Drive West	12:01 a.m. to 6:00 a.m. Wednesday	Edgewater Avenue to River Street
-----------------	--------------------------------------	-------------------------------------

Section III. Any article, section, paragraph, subsection, clause, or other provision of the Code of the Borough of Ridgefield inconsistent with the provisions of this ordinance is hereby repealed as to said inconsistencies and conflicts.

Section IV:

If any section, paragraph, subsection, clause or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

Section V:

This ordinance shall take effect immediately upon passage and publication according to law.

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilman Kontolios

RESOLUTION NO. 218-2022

WHEREAS, a Special Ruling to Permit Renewal of Inactive Liquor License was applied for by Safargar & Sons LLC; and

WHEREAS, the Division of Alcoholic Beverage Control has granted said Permit for the 2022-2023 License Term pursuant to N.J.S.A. 33.1-12.39;

NOW, THEREFORE, BE IT RESOLVED that Plenary Retail Consumption License No. 0249-33-003-013 be issued to Safargar & Sons LLC, pursuant to an Act of Legislature of the State of New Jersey, entitled "AN ACT CONCERNING ALCOHOLIC BEVERAGES" passed December 6, 1953 and amendments thereto, and the Borough Ordinance 498 entitled, "AN ORDINANCE CONCERNING ALCOHOLIC BEVERAGES" adopted July 2, 1946, and amendments thereto. Said license to expire June 30, 2023.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilman Kontolios

RESOLUTION NO. 219-2022

BE IT RESOLVED, that Liquor Licenses be issued to the following applicants pursuant to an Act of Legislature of the State of New Jersey, entitled, "AN ACT CONCERNING ALCOHOLIC BEVERAGES" passed December 6, 1953 and amendments thereto, and the Borough Ordinance 498 entitled, "AN ORDINANCE CONCERNING ALCOHOLIC BEVERAGES" adopted July 2, 1946, and amendments thereto, such licenses to expire July 1, 2022 and paid to June 30, 2023.

<u>NAME OF LICENSEE</u>	<u>ADDRESS</u>	<u>STATE LICENSE</u>
PLENARY RETAIL CONSUMPTION		
Main Street Food Corp	630 Broad Avenue Ridgefield, NJ	0249-33-002-005

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilman Penabad

RESOLUTION NO. 220-2022

BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that

KYLA BONAGUARO

be appointed as Data Reporting/Light Technician as recommended by the Fire Chiefs and Fire Committee and shall be compensated \$450.00 per quarter effective immediately.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilman Jimenez

RESOLUTION NO. 221-2022

WHEREAS, Jaime Webber, Executor to the Estate of Helen R. Hamberger, have deposited a check in the amount of \$22,404.13 into the Suspense Account for the redemption and subsequent taxes of Tax Lien # 21-003, Block 1006 Lot 6, further known as 896 Elm Ave., sold to DIANNE CLEMENTE and whereas \$40,100.00 was deposited into the Trust Account for the premium at the time of tax sale.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that the Chief Financial Officer be and he is hereby authorized to issue and sign a check in the amount of \$22,404.13 from the Suspense Account and a check for \$40,100.00 from the Trust Account.

BE IT FURTHER RESOLVED that the check in the amount of \$22,404.13 be drawn on the Borough of Ridgefield Suspense Account 01-2999 and the check in the amount of \$40,100.00 be drawn on the Borough of Ridgefield Trust Account 03-2950 and be made payable to: DIANNE CLEMENTE and be mailed to P.O. BOX 141, Wyckoff, NJ 07481.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilman Jimenez

RESOLUTION NO. 222-2022

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to cause an annual audit of its books, accounts and financial transactions to be made and completed within six months after the close of its fiscal year; and

WHEREAS, the audit for the fiscal year ending December 30, 2021 was presented to the governing body on September 12, 2022; and

WHEREAS, in accordance with OMD Circular A-133, 98-07, and Local Finance Notice CFP 97-16, all local government units must prepare and submit a Corrective Action Plan as part of the annual audit process; and

WHEREAS, the Corrective Action Plan covers all findings and recommendations, including state, federal, and general of financial statement findings in the audit report; and

WHEREAS, the Chief Financial Officer shall prepare said Corrective Action Plan with the assistance from other officials affected by the audit recommendations; and

WHEREAS, the Corrective Action Plan must be approved by the governing body of the local unit and be submitted to the Division of Local Government Services no later than sixty days from the receipt of the audit report; and

NOW THEREFORE BE IT RESOLVED THAT the Mayor and Council of the Borough of Ridgefield that the Corrective Plan for the fiscal year ended December 31, 2021 is hereby approved.

BE IT FURTHER RESOLVED, that a copy of the Corrective Action Plan will be placed on file in the Office of the Borough Clerk.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

Borough of Ridgefield
Bergen County
604 Broad Ave.
Ridgefield, NJ 07657

Audit Report Fiscal Year December 31, 2021

CORRECTIVE ACTION PLAN

Schedule of Comments and Recommendations:

FINANCE

Comment 1 (A Prior Year's Recommendation)

Prior year interfund balances were not liquidated prior to the close of the current fiscal year.

Recommendation:

That all interfund balances be liquidated prior to the close of the year.

Explanation and Corrective Action:

All interfunds that can be liquidated will be liquidated.

Comment 2 (A Prior Year's Recommendation)

There are unfunded improvement authorizations in the General Capital fund greater than 5 years old.

Recommendation:

That all ordinances with cash deficits over 5 years should be funded through a valid financing source.

Explanation and Corrective Action:

The capital balances will be evaluated. Unfunded balances will be funded or cancelled.

Comment 3 (A Prior Year's Recommendation)

There are long outstanding grants receivable in the General Capital Fund.

Recommendation:

That all grants receivable should be reviewed and assessed for collectability and cancelled if deemed uncollectable.

Explanation and Corrective Action:

A complete review of all outstanding grants will be performed and assessed for collectability. On a go forward basis, grants will be reviewed on a periodic basis and assessed accordingly

Comment 4 (A Prior Year's Recommendation)

Subsidiary ledgers in the General Capital Fund do not agree to audited balances for the Improvement Authorizations.

Recommendation:

That the General Capital Fund subsidiary ledgers be reviewed and adjusted accordingly to reflect the audited balances for Improvement Authorizations.

Explanation and Corrective Action:

All General Capital fund subsidiary ledgers will be reviewed and adjusted accordingly. Procedures have been implemented by the finance department to reconcile the subsidiary ledgers on a periodic basis.

Comment 5

Goods and/or services are being ordered prior to the execution of a purchase order in violation of Technical Accounting Directive #1.

Recommendation:

All goods and/or services be encumbered prior to being ordered in accordance with Technical Accounting Directive #1.

Explanation and Corrective Action:

All departments have been instructed that all goods and/or services must be encumbered prior to ordering and goods and/or services.

Comment 6

There were instances in which vendors receiving payments in excess of IRS thresholds were not issued required Form 1099's.

Recommendation:

That all eligible vendors receive a Form 1099 as required by IRS Rev. Rul. 2003-66. funds.

Explanation and Corrective Action:

A review of all vendors will be completed periodically to ensure they are coded correctly in the system. Also, greater care will be used when entering new vendors.

MUNICIPAL COURT

Comments

1. There are 242 tickets assigned over 180 days on the December Monthly Management Report.
2. There are 77 tickets Eligible for DSUS on the December Monthly Management Report.

Recommendation:

1. Tickets assigned over 180 days should be recalled and reissued by the Court Administrator.
2. Tickets Eligible for DSUS should be processed in a timely manner.

Explanation and Corrective Action:

1. In light of staffing issues, the 242 tickets had not been assigned. Such tickets have since been assigned properly.
2. As of March 26, 2020, due to the COVID-19 emergency, ATS/ACS functionalities have been disabled, thus the DSUS could not be processed. Such functionalities remain unavailable at this time. When functionality is restored, DSUS will be processed in a timely manner

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilwoman Larkin

RESOLUTION NO. 223-2022

BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that

ANDREW BOREK

be appointed to the Recreation Commission for the remainder of calendar year 2022.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilwoman Larkin

RESOLUTION NO. 224-2022

BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that

ANDREW BOREK

be appointed as an alternate member to Anti-Bullying Committee for the remainder of Calendar Year 2022.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilman Kontolios

RESOLUTION NO. 225-2022

BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that

DAVID MARTIN

be appointed as a School Crossing Guard for the 2022/2023 school year effective September 7, 2022.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilman Dorsett

RESOLUTION NO. 226-2022

BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that

DYLAN GRANA

be appointed to the Environmental Commission to fill the unexpired term of Neisha Cedeno through December 31, 2023.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilwoman Larkin

RESOLUTION NO. 227-2022

BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that

ALEXA STARK

be hired as a part-time employee of the Recreation Department at the hourly rate of \$16.00 effective immediately.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

The undersigned, being the Chief Financial Officer of the Borough of Ridgefield, County of Bergen, New Jersey, and the person charged with the responsibility of maintaining financial records of said Borough in accordance with N.J.S.A. 40:4-57 and the rules of the Local Finance Board of the State of New Jersey adopted thereunder, does hereby certify that there are adequate funds available for the payment of the attached list of invoices, duly adopted by said Borough, and which said list indicates the specific line item of said budget to which expenditures shall be charged.

Francis J. Elenio,
Chief Financial Officer

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting September 26, 2022

Presented by Councilman Jimenez

RESOLUTION NO. 228-2022

BE IT RESOLVED, that warrants totaling **\$996,860.81**
be drawn on the following accounts:

CURRENT	\$870,379.79
TRUST	\$95,757.79
CAPITAL	\$20,498.75
POOL	\$10,224.48
TOTAL	\$996,860.81

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli				
Penabad				
Jimenez				
Kontolios				
Larkin				
Dorsett				
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk