

Minutes of the Council Meeting of the Borough of Hillsdale held at 4:00 PM on Tuesday, February 10, 2022

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You will be able to address the Mayor and Council during the public session part of the meetings only or any public hearing session. The Mayor will identify you by your login information. You will need to state your name and town of residence for the record. For the public session section of the meeting, you are limited to one new topic only, with a 5-minute limit.

CALL THE MEETING TO ORDER:

Mayor Ruocco called the meeting to order with the Pledge of Allegiance.

Mayor Ruocco began the meeting with the Open Public Meeting Statement:

This is a meeting of the Hillsdale Borough Council on this 10th day of February 2022. Notice of the time and place of this meeting has been provided to The Ridgewood News and The Record; a copy was posted on the bulletin board outside of this meeting room and provided to any interested parties.

Please notify the Municipal Clerk for any disability requirements necessary for attendance at Mayor and Council meetings. Please silence all cell phones. Please wait to be recognized by the Mayor during the Public Hearing and the Public Comment part of the meeting. You will need to state your name and town of residence for the record.

ROLL CALL:

Borough Clerk Denise Kohan took roll call:

Council Members DeRosa, Escobar, Horvath, Lundy, Pizzella, Council President Trochimiuk (Mayor Ruocco, Borough Attorney Madaio, Borough Administrator Tietjen, Borough Clerk Kohan)
All members listed were in attendance.

INITIAL PUBLIC COMMENT (Time limited, new topics only, one topic per speaker):

Mayor Ruocco opened the public comment portion of the meeting.

Seeing no one wanting to address the council, Mayor Ruocco closed the public comment period.

ADJOURN TO CLOSED SESSION:

22060

To provide for a meeting not open to the public in accordance with the provisions of the New Jersey Open Public Meetings Act N.J.S.A. 10:4-12 – *Personnel – Borough Administrator Position*

WHEREAS, the Borough Council of the Borough of Hillsdale is subject to certain requirements of the Open Public Meetings Act N.J.S.A. 10:4-6 et seq; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12 provides that an Executive Session not open to the public may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Borough Council of the Borough of Hillsdale to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12(b) and designated below:

- (1) Matters required by law to be confidential.
- (2) Matters where the release of information would impair the right to receive funds.
- (3) Matters involving individual privacy –
- (4) Matters relating to collective bargaining -
- (5) Matters relating to the purchase, lease or acquisition of real property or the investment of public funds.
- (6) Matters relating to public safety and property –
- (7) Matters relating to litigation, negotiations and the attorney-client privilege -
- (8) Matters relating to the employment relationship – *Personnel – Borough Administrator Position*
- (9) Matters relating to the potential imposition of a penalty.

NOW, THEREFORE BE IT RESOLVED, by the Council of the Borough of Hillsdale assembled in public session this date that an Executive Session closed to the public be and the same is hereby authorized for discussion of matters relating to the specified items designated above. It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Borough Council that the public interest will no longer be served by such confidentiality.

Motion Councilmember Lundy Second Councilmember DeRosa
Ayes: Councilmember DeRosa, Escobar, Horvath, Lundy, Pizzella, Council President Trochimiuk
Nays: None

RECONVENE REGULAR MEETING:

Motion to reconvene Council President Trochimiuk Second Councilmember DeRosa

Ayes: Council Members Escobar, Horvath, Lundy, Council President Trochimiuk, DeRosa

Absent: Councilmember Pizzella

Nays: None

Mayor Ruocco stated that there is one item that the council wished to motion for.

Councilmember Lundy made a motion to appoint Christopher Tietjen as the Borough's QPA until such time that a successor is appointed at a rate of \$500.00 per month. This motion was seconded by Councilmember DeRosa. Borough Clerk Kohan also asked that Mr. Tietjen remain as the Deputy Registrar until someone in the office can take the courses and become certified.

Borough Attorney Madaio will compose a resolution where Chris will continue to be the QPA at his agreed upon fee and he will also continue to be the Deputy Registrar at the rate determined by the Borough Ordinance until a successor is appointed.

Resolution 22061 – Resolution to Appoint Christopher Tietjen as the Qualified Purchasing Agent for the Borough of Hillsdale

WHEREAS, N.J.A.C. 5:34-5 et. seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, the Borough of Hillsdale's bid and quotation thresholds are \$44,000.00 and \$6,600.00 respectively; and

WHEREAS, as of February 17, 2022 there will be a vacancy in the position of Qualified Purchasing Agent within the Borough; and

WHEREAS, it would be in the best interest of the Borough to retain Christopher Tietjen, who possesses the designation of Qualified Purchasing Agent as issued by The Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq. until a successor can be named; and

NOW, THEREFORE, BE IT RESOLVED that the governing body hereby appoints Christopher Tietjen as the Qualified Purchasing Agent authorized to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-3, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit and, as permitted by law, the Borough of Hillsdale also hereby authorizes and confirms that, with Christopher Tietjen as its Qualified Purchasing Agent, will take advantage of the higher bid threshold pursuant to N.J.S.A. 40A:11-3; and

BE IT FURTHER RESOLVED, that Christopher Tietjen will receive a stipend in the amount of \$500 per month as the Purchasing Agent and shall further continue until a successor shall have been qualified and appointed thereafter.

Resolution 22062 - Resolution to Appoint Christopher Tietjen as the Deputy Registrar for the Borough of Hillsdale

WHEREAS, under N.J.S.A. 26:8-17—the LOCAL REGISTRAR shall appoint a deputy to assist in the normal day to day operations in the office and whose duties shall be to act in the registrar’s stead in case of absence, disability or death of the registrar; and

WHEREAS, as of February 17, 2022 there will be a vacancy for a Deputy Registrar within the Borough; and

WHEREAS, it would be in the best interest of the Registrar and the Borough to retain Christopher Tietjen, who currently holds the title and certification of a Certified Municipal Registrar until a successor can be named, and

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Borough of Hillsdale that Christopher Tietjen, remain in the position of Deputy Registrar of Vital Statistics for his original term that commenced on June 3, 2021 and remain as such until a successor can be appointed with an annual stipend to be fixed by the Borough’s Salary Ordinance.

Roll Call Vote:

Councilmember Escobar, Horvath, Lundy, Pizzella, Council President Trochimiuk, DeRosa

Nays: None

ADJOURNMENT:

Motion to adjourn Council President Trochimiuk Second Councilmember DeRosa

Ayes: Council Members Horvath, Lundy, Pizzella, Council President Trochimiuk, DeRosa, Escobar

Nays: None

Mayor Ruocco reminded everyone that starting March 1st Council Meetings will go back to being in person and that you can watch the meetings live on Channel 77 on Optimum and Channel 32 on Fios.

Denise Kohan, Municipal Clerk

APPROVED AS PRESENTED