

This is a proposed agenda; it is subject to addition or deletion of items as well as rearrangement of sequence prior to final publication.

**RE-ORGANIZATION MEETING
AGENDA OF THE BOROUGH COUNCIL
BOROUGH OF HILLSDALE
JANUARY 2, 2024~6:00 pm**

Regular Meetings of the Borough Council are generally held on the 1st and 2nd Tuesday of each month. Please refer to our town calendar for dates and times and any special meetings or date changes. Borough Council Meetings begin at 7:00 PM. You may also participate through the Zoom Platform. [Click here to join via Zoom](#). The meeting id is **894 566 4822** and the passcode is **07642**. You may also dial in by calling **+1 929 205 6099 US (New York) Meeting ID: 894 566 4822 Passcode: 07642**. To ask a question if you call into the zoom meeting dial *9.

CALL THE MEETING TO ORDER:

Borough Clerk Denise Kohan

PLEDGE OF ALLEGIANCE:

Borough Clerk Denise Kohan

OPEN PUBLIC MEETING STATEMENT:

This meeting is for the purpose of conducting the Annual Re-Organization Meeting of the Hillsdale Borough Council on this 2nd day of January, 2024. Public Notice of this meeting was given to The Ridgewood News and the Bergen Record; a copy was posted on the bulletin board outside of this meeting room, a copy was filed in the office of the Borough Clerk and a copy was posted on the Borough web site.

Please notify the Municipal Clerk for any disability requirements necessary for attendance at Mayor and Council meetings. At this time, we ask that you please silence all cell phones.

ADMINISTERING OATH OF OFFICE:

Michael Sheinfield	Term ending 12/31/27	County Executive James Tedesco III
Clemente Osso – Councilmember	Term ending 12/31/26	Senator Holly Schepisi
John J. Ruocco – Councilmember	Term Ending 12/31/26	Senator Holly Schepisi

ROLL CALL OF 2024 HILLSDALE MUNICIPAL COUNCIL:

Mayor Michael Sheinfield
Councilmember John Escobar
Councilmember Justin Fox
Councilmember Abby Lundy
Councilmember Clemente Osso
Councilmember John Ruocco
Councilmember Janetta Trochimiuk

RECOGNITION OF DIGNITARIES:

Mayor Michael Sheinfield

STATE OF THE BOROUGH ADDRESS:

Mayor Michael Sheinfield

NOMINATIONS AND ELECTION OF COUNCIL PRESIDENT:

I now ask for a nomination put forward to be elected as Council president for the year 2024.

Nomination(s) has/have been made for: _____

Motion: _____ Second: _____

Councilmember Escobar, Fox, Lundy, Osso, Ruocco, Trochimiuk

The Oath of Office to be administrated to the Council President.

BOROUGH ATTORNEY: *(Mayor appointment with advice and consent of Council)*

Mayor Sheinfeld presents the name of Mark D. Madaio, Esq., 29 Legion Drive, Bergenfield, NJ 07621 as Borough Attorney for a one (1) year term expiring December 31, 2024.

[24000](#) Authorizing the Award of a Fair and Open Contract for Borough Attorney

Motion: _____ Second: _____

Councilmember Fox, Lundy, Osso, Ruocco, Trochimiuk, Escobar

BY-LAWS OF THE BOROUGH COUNCIL:

Council Members propose changes to the By-Laws for the Borough of Hillsdale for the year 2024.

Motion: _____ Second: _____

Councilmember Lundy, Osso, Ruocco, Trochimiuk, Escobar, Fox

COUNCIL COMMITTEES:

Mayor Sheinfeld announces the proposed **COUNCIL STANDING COMMITTEES** for the year 2024.

(With advice and consent of Council)

	Chairperson		
Ambulance	Abby Lundy	John Ruocco	John Escobar
Economic Growth & Development	Janetta Trochimiuk	John Escobar	Clemente Osso
Finance	John Ruocco	Abby Lundy	Janetta Trochimiuk
Fire Department	Clemente Osso	John Ruocco	Janetta Trochimiuk
Historic Preservation	John Ruocco	Janetta Trochimiuk	Clemente Osso
Police Department/OEM	John Escobar	Abby Lundy	Justin Fox
Public Works	Justin Fox	Abby Lundy	John Escobar

Motion: _____ Second: _____

Councilmember Osso, Ruocco, Trochimiuk, Escobar, Fox, Lundy

Mayor Sheinfield announces the proposed **COUNCIL LIAISONS** for the year 2024.
(with advice and consent of Council)

Access to All	John Ruocco
Board of Education: <i>Regional</i>	Clemente Osso
<i>Local</i>	Clemente Osso
Board of Health	John Ruocco
Environmental Commission	Abby Lundy
Library	Janetta Trochimiuk
Local Assistance Board	John Escobar
Planning Board, Building & Zoning	Janetta Trochimiuk
Parks & Recreation Commission	Clemente Osso
Senior Citizens	Abby Lundy
Swimming Pool Commission	Abby Lundy

Motion: _____ Second: _____
Councilmember Ruocco, Trochimiuk, Escobar, Fox, Lundy, Osso

Mayor Sheinfield announces the proposed **SPECIAL COMMITTEES** for the year 2024.

Public Relations & Communication	Mayor, Borough Administrator, Borough Clerk
Flood and Disaster Committee	Borough Administrator, Police Chief, Fire Chief, Ambulance Captain, OEM Director
Insurance Fund Commissioner/Liaison (JIF/MEL)	Borough Administrator Borough Clerk (Alternate)
Negotiation Committee	Escobar, Fox, Trochimiuk, Borough Administrator, Labor Attorney
Our Town/Naming & Recognition	Borough Administrator, Ruocco, Recreation Director
Fields Committee	Lundy, Escobar, Osso, Borough Administrator, Recreation Director
Community Development	Ruocco, Trochimiuk, Borough Administrator, Recreation Director
Shared Services	Fox, Lundy, Borough Administrator, Mayor Ex-Officio
Sustainability and Resiliency	Borough Administrator, Lundy, Trochimiuk, Environmental Comm Member
Agenda Review Committee	Mayor, Borough Clerk, Borough Administrator, Council President, Finance Chair

Motion to record _____ Second: _____
Councilmember Trochimiuk, Escobar, Fox, Lundy, Osso, Ruocco

FIRE DEPARTMENT OFFICERS:

Mayor Sheinfield presents the names of the following 2024 Officers of the Hillsdale Fire Department:

Reorganization Meeting
January 2, 2024

2024 BOARD OF FIRE OFFICERS	
Chief	Dan Schuster
Deputy Chief	William Farrell
Senior Captain	Christopher Kelley
Junior Captain	Joseph Solda III
1 st Lieutenant	Joe Solda Jr.
2 nd Lieutenant	Ray DeGroat
3 rd Lieutenant	Chris D'Angelo
4 th Lieutenant	Jimmy Voorhis Jr
2024 ASSOCIATION OFFICERS	
President	Paul Muller
Vice President	Keith Capogna
Secretary	Keith I. Durie
Treasurer	Patrick Doody
Asst. Secretary/Treasurer	William Becker

Motion to approve, receive and file _____ Second: _____
 Councilmember Escobar, Fox, Lundy, Osso, Ruocco, Trochimiuk

ADMINISTERING OATH OF OFFICE:

Police Chief	Sean Smith	Mayor Michael Sheinfield
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Police Chief Smith recognizes the appointments of the following members of the Police Department:

Lieutenant	Travis Woods	Mayor Michael Sheinfield
Sergeant	David Sayers	Mayor Michael Sheinfield

POLICE DEPARTMENT:

Mayor Sheinfield presents for Council confirmation, the following appointments to the Police Department Special Officers, Auxiliary Officers and Police Matrons for the year 2024 as recommended by Police Chief Smith:

2024
POLICE DEPARTMENT PERSONNEL

- #59 Chief Sean Smith
- #75 Lt. Mike Camporeale
- #77 Lt. Travis Woods
- #62 Sgt. Chris Donaldson
- #64 D/Sgt. Adam Hampton
- #73 Sgt. Alex Kaplan
- #76 Sgt. Matt Buesser

Reorganization Meeting
 January 2, 2024

- #66 Sgt. Dave Sayers
- #79 P.O. Brian Considine
- #80 Det. Corey Rooney
- #82 P.O. Matt Soltes
- #84 P.O. Joe Messner
- #85 P.O. Amanda Turrin
- #88 P.O. Joe Roma
- #89 P.O. Sean Marro
- #91 P.O. Kevin Gadomski
- #92 P.O. Jordan Bruce
- #93 P.O. Dominick Speciale
- #94 P.O. Ryan Geiser
- #95 P.O. Martin Kim
- #96 P.O. Brianna Alfieri
- #97 P.O. Mario Vdovjak

Motion to approve, receive and file: _____ Second: _____
 Councilmember Fox, Lundy, Osso, Ruocco, Trochimiuk, Escobar

BOARD, COMMISSION, AND TRUSTEE APPOINTMENTS:

Mayor Sheinfield presents the names of the following individuals for appointment to the indicated positions and the specified terms of office.

ENVIRONMENTAL COMMISSION:

Meredith Kates	Term Expiring 12/31/26
Charles DeFiglio – Alt #1	Term Expiring 12/31/25

Motion to Record: _____ Second: _____
 Councilmember Lundy, Osso, Ruocco, Trochimiuk, Escobar, Fox

ACCESS FOR ALL COMMITTEE:

Gia Schneider	Term Expiring 12/31/26
Ruta Furino	Term Expiring 12/31/26
Yana Mermel	Term Expiring 12/31/26

Motion: _____ Second: _____
 Councilmember Osso, Ruocco, Trochimiuk, Escobar, Fox, Lundy

PLANNING BOARD:

Meredith Kates – Class II	Term Expiring 12/31/26
Stepen Riordan – Class IV	Term Expiring 12/31/27
Seth Griep – Class IV	Term Expiring 12/31/27
Gia Guzman – Alt #1	Term Expiring 12/31/25

Motion to Record: _____ Second: _____
 Councilmember Ruocco, Trochimiuk, Escobar, Fox, Lundy, Osso

OFFICE OF EMERGENCY MANAGEMENT:

Butch Franklin, OEM Coordinator
Jon Najarian, OEM Deputy Coordinator

Term Expiring 12/31/26
Term Expiring 12/31/24

Motion to Record: _____ Second: _____
Councilmember Trochimiuk, Escobar, Fox, Lundy, Osso, Ruocco

Mayor Sheinfeld presents the names of the following individuals for appointment, with the Advice and Consent of the Council, to the indicated positions and the specified terms of office.

BOARD OF HEALTH:

Christina Fanelli

Term Expiring 12/31/26

Motion: _____ Second: _____
Councilmember Escobar, Fox, Lundy, Osso, Ruocco, Trochimiuk

PLANNING BOARD MEMBER-CLASS III:

The Council under the law is permitted to nominate the Class III Member of the Planning Board as its representative of the Planning Board for a one (1) year term expiring December 31, 2024.

I now ask for a nomination to be put forward to be elected as the Class III Member of the Planning Board:

Nomination(s) has/have been made for: Janetta Trochimiuk

Motion: _____ Second: _____
Councilmember Fox, Lundy, Osso, Ruocco, Trochimiuk, Escobar

LIBRARY TRUSTEES:

Carol Schepker
Barbara Wertheim

Term Expiring 12/31/28
Term Expiring 12/31/28

Motion: _____ Second: _____
Councilmember Lundy, Osso, Ruocco, Trochimiuk, Escobar, Fox

LOCAL ASSISTANCE BOARD:

Lois Kohan

Term Expiring 12/31/27

Motion: _____ Second: _____
Councilmember Osso, Ruocco, Trochimiuk, Escobar, Fox, Lundy

PARKS & RECREATION

Dewey Burlson
Greg Stalb
Edward Grill

Term Expiring 12/31/28
Term Expiring 12/31/28
Term Expiring 12/31/28

Motion: _____ Second: _____
Councilmember Ruocco, Trochimiuk, Escobar, Fox, Lundy, Osso

SWIMMING POOL COMMISSION:

Robert Stigliano

Term Expiring 12/31/26

Motion: _____ Second: _____

Councilmember Trochimiuk, Escobar, Fox, Lundy, Osso, Ruocco

All appointees are required to subscribe to their Oath of Office before entering upon their duties, and they are therefore asked to present themselves at the office of the Borough Clerk for this purpose on or before Friday, January 12, 2024 or prior to their first meeting.

INITIAL PUBLIC COMMENT: (time limited to 3 minutes, items on the agenda only, one topic per speaker
-please state your name and town of residence for the record)

RESOLUTIONS (Consent Agenda) R24001 through R24046:

- [24001](#) Authorizing the Award of a Fair and Open Contract for Borough Auditor
- [24002](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Borough Appraiser
- [24003](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Attorney for Tax Appeals
- [24004](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Borough Bond Counsel
- [24005](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Borough Planner
- [24006](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Borough Labor Counsel
- [24007](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Borough Engineer
- [24008](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Special Counsel for Waste Management Issues
- [24009](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Special Counsel for Redevelopment
- [24010](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for a Financial Advisor
- [24011](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for an Affordable Housing Administrative Agent for Housing Rehabilitation Program Services

- [24012](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for an Affordable Housing Compliance Services
- [24013](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Professional Planning Services for Rehabilitation/Revitalization in the Borough of Hillsdale
- [24014](#) Public Agency Compliance Officer for 2024
- [24015](#) Designate Official Newspapers
- [24016](#) Authorize the Chief Municipal Officer the Authority to Pay Certain Obligations as Needed
- [24017](#) Resolution to Affirm the Borough of Hillsdale’s Civil Rights Policy with Respect to All Officials, Appointees, Employees, Prospective Employees, Volunteers, Independent Contractors, and Members of the Public that come into contact with Municipal Employees, Officials and Volunteers
- [24018](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Animal Control Services
- [24019](#) Approve Organizations to be included in the Quasi Entities
- [24020](#) Appointing the Borough Administrator as Representative of the Borough of Hillsdale to the Bergen County Municipal Joint Insurance Fund and the Municipal Excess Liability Fund
- [24021](#) Resolution Appointing an Animal Control Officer for the Borough of Hillsdale
- [24022](#) Establishment of Interest Rate on Delinquent Taxes
- [24023](#) Resolution Adopting a Cash Management Plan for 2024
[Cash Management Plan](#)
- [24024](#) Designated Drivers of Borough Vehicles
- [24025](#) Designating Tax Search Officer for 2024
- [24026](#) Resolution Authorizing the Borough to Enter into a Service Agreement for Certified Recycling Professional (CRP) to Prepare the Annual Recycling Tonnage Report
- [24027](#) Resolution Approving Interlocal Services Agreement – Mutual Aid Plan & Rapid Deployment Force
- [24028](#) Resolution Approving a Mutual Agreement Between the Borough of Hillsdale Fire Department and the Borough of Oradell Fire Department
- [24029](#) Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964”
[Link to enforcement guidance in employment decisions under title VII of the Civil Rights Act of 1964 Form](#)

- [24030](#) Resolution Authorizing Continuation with the County of Bergen in the Cooperative Purchasing
- [24031](#) Resolution of the Borough of Hillsdale Adopting a Form Required to be Used for the Filing of Notices of Tort Claims Against the Borough in Accordance with The Provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6
- [24032](#) Resolution Authorizing Tax Sale
- [24033](#) Authorizing Assessor to File Tax Appeals
- [24034](#) Resolution Authorizing the Signing of a Temporary Shared Services Agreement with the County of Bergen for Tree Removal Along County Roads
- [24035](#) Resolution Authorizing the Agreement with Northwest Bergen Regional Health Commission
- [24036](#) Resolution Authorizing the Interlocal Services Agreement Between the Borough of Hilldale and the Township of River Vale with Respect to the use of the Hillsdale Indoor Pistol Range
- [24037](#) Resolution Authorizing the Interlocal Services Agreement Between the Borough of Hilldale and the Borough of Old Tappan with Respect to the use of the Hillsdale Indoor Pistol Range
- [24038](#) Resolution Authorizing the Chief Financial Officer to disburse Funds in Case of an Emergency
- [24039](#) Resolution Appointing Local Registrar
- [24040](#) Establish Change Funds
- [24041](#) Resolution Establishing of and Operation of Petty Cash Funds
- [24042](#) Resolution Establishing Temporary Budget Appropriations for 2024
- [24043](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Special Counsel – Pascack Valley Regional High School Withdrawal
- [24044](#) Authorizing the Execution of a Fair and Open Contract for Risk Management Insurance Consultant
- [24045](#) Approval of JIF/MEL Risk Management Agreement
- [24046](#) Resolution Designating Time and Place of 2024 Council Meetings

Motion: _____ Second: _____
 Councilmember Escobar, Fox, Lundy, Osso, Ruocco, Trochimiuk

PUBLIC COMMENT: (time limited to 3 minutes any topic-please state your name and town of residence for the record)

COUNCIL COMMENTARIES:

ADJOURNMENT:

Motion: _____ Second: _____

Councilmember Fox, Lundy, Osso, Ruocco, Trochimiuk, Escobar

THE NEXT MEETING OF THE MAYOR AND COUNCIL WILL BE ON
TUESDAY, JANUARY 9, 2024 BEGINNING AT 7:00 P.M.