



MINUTES
BOROUGH OF EMERSON
MAYOR AND COUNCIL
October 22, 2019
7:30 P.M.
Borough Hall-Council Chambers
Emerson, NJ 07630



I. CALL TO ORDER

Mayor DiPaola welcomed everyone to the October 22nd, 2019 meeting. She read the Sunshine Statement announcing that the meeting of October 22nd, 2019 had been adequately noticed and was in compliance with the provisions of the Open Public Meetings Law. Further, the meeting notice was transmitted to the Record and Ridgewood News on December 20th, 2018, posted on the bulletin board in the Borough Hall, Municipal Place, Emerson, NJ 07630 and remained continuously posted as the required notices under the Statute. In addition, a copy of the notice was on file in the Office of the Municipal Clerk and had been available to the public since its approval by the Governing Body.

II. ROLL CALL

PRESENT: Mayor DiPaola, Councilman Bayley, Councilman Gordon, Councilman Hoffman, Councilman Knoller, Councilwoman McGuire

ABSENT: Council President Falotico

Also present were Borough Administrator Robert Hermansen, Borough Attorney John McCann and Borough Clerk Jane Dietsche.

III. EXCUSED ABSENCE OF GOVERNING BODY MEMBER

Mayor DiPaola announced that all members of the Governing Body were present at the last meeting.

IV. PROCLAMATIONS & CITATIONS

- Kay Hodges Remembrance Day – in recognition of what would have been her 100th birthday
- National Breast Cancer Awareness Month

V. APPOINTMENTS/RESIGNATIONS

- Library Board of Trustees
 - Resignation of Francesca Ianora as Regular Member for the five-year term ending 12/31/20 effective immediately

☞ **Motion** to accept the resignation of Francesca Ianora from the Library Board of Trustees as a Regular Member for the five-year term ending 12/31/20 effective immediately was **moved** by Councilman Hoffman, **seconded** by Councilman Bayley and carried unanimously.

- Recreation Commission
 - Resignation of Dave Cannici as Chair/Regular Member for the unexpired five-year term ending 12/31/19 effective immediately

☞ **Motion** to accept the resignation of Dave Cannici as Chair/Regular Member of the Recreation Commission for the unexpired five-year term ending 12/31/19 effective immediately was **moved** by Councilman Bayley, **seconded** by Councilman Gordon and carried unanimously.

Mayor DiPaola thanked Ms. Ianora and Mr. Cannici for their service to the Borough.

VI. MINUTES FOR APPROVAL

- Regular and Closed Session Meeting Minutes of October 1, 2019

☞ **Motion** to approve the Regular Meeting Minutes as amended and the Closed Session Meeting Minutes of October 1, 2019 was **moved** by Councilman Knoller, **seconded** by Councilman Bayley and carried unanimously.

VII. CORRESPONDENCE

Mayor DiPaola stated that copies of the correspondence were available in the office of the Municipal Clerk.

- Public Notice received September 19, 2019 from Borough of Closter Planning Board; Re: Notice of Special Meeting to consider approval and adoption of the 2019 Re-examination Report of the Master Plan of the Borough of Closter
- Letter dated September 12, 2019 from Robert Esposito, Director, Bergen County Division of Community Development; Re: Formal notification of application period to receive 2020-2021 funding
- Letter dated September 24th from Bergen County Soil Conservation District Supervisor; Re: Residential/Retail Building Kinderkamack Road, Block 419, Lots 1-4, 6.01, 6.02, 7-10.
- Letter dated September 24, 2019 from City of Union Mayor; Re: Utility road work.
- Resolution dated October 1, 2019 from Borough of Westwood; Re: Award of Contract for Pascack Valley Cooperative Pricing System
- Notice of Hearing from Borough of Paramus; Re: Site Plan Approval of New Cedar Park Cemetery.
- Resolution dated October 10, 2019 from Borough of Garwood; Re: Opposition of Forced Consolidation of Public-School Districts.
- Letter dated October 7, 2019 from County of Bergen Department of Parks; Re: Bergen County Open Space Trust Fund – Public Hearing Notice on November 7, 2019 at 7:00 pm.

VIII. FINANCIAL BUSINESS

- Resolution No. 253-19 Bill List

☞ **Motion** to adopt Resolution No. 253-19 Bill List was **moved** by Councilman Knoller, **seconded** by Councilman Gordon and carried by a roll call vote of 5-0:

RC: Council members:

YES: Bayley, Hoffman, McGuire, Knoller, Gordon

IX. UNFINISHED BUSINESS

- Website upgrade discussion – Mr. Hermansen said he had discussed options for upgrading the Borough website with Borough Clerk Jane Dietsche and Deputy Clerk Coleen Goddel and determined that the best choice was the Progressive package. He recommended moving ahead with this upgrade. He thanked Ms. Roehrer as well as Ms. Dietsche and Ms. Goddel for getting this process moving.

- Discussion of temporary stop signs on Palisade Avenue – Mr. Hermansen said there were temporary stop signs on Palisade Avenue but they were not enforceable by the Police Department. If permanent stop signs were not the best way to slow drivers down, other options should be explored. He recommended that he and Chief Mazzeo reach out to Neglia Engineering for their input. After discussion, Governing Body consensus was to have Mr. Hermansen and the Police Department reach out to Neglia Engineering and return with their recommendations for the best options to slow drivers down at this location. Chief Mazzeo suggested installing pedestrian cross walks. Councilwoman McGuire said she would share information about solar powered lights at crosswalks which would only be activated when pedestrians wished to cross. Mayor DiPaola said a Kinderkamack Road business person who had a lot of student patrons had reached out to her about making that road safer after school and through the early evening. Mayor DiPaola directed Mr. Hermansen to work on this with Chief Mazzeo and Neglia Engineering and report back at the next meeting. Councilman Knoller recommended exploring grant opportunities such as Safe Routes to School.
- RC Zones/Reexamination Discussion – Mr. Hermansen discussed a letter he had received from Borough Planner Caroline Reiter who recommended going through a reexamination of the Master Plan as the cheapest and most effective option. He had met with Ms. Reiter, Mr. Sheola and the Borough's Special Counsel for Affordable Housing Attorney Brian Giblin. Ms. Reiter said that although it would take a little longer, it was the best, cheapest and most effective way of going through the process of looking at the RC Zones. Land Use Board Chair Jeff Bischoff had signed off on this recommendation as well.

Mayor DiPaola said two businesses were interested in opening in the RC Zones but were not currently categorized as existing permitted uses. Ms. Reiter had explained that business was evolving because of internet retailers; brick and mortar stores were taking a beating. She said it behooved the Borough to do a complete review and overhaul of the Borough's non-residential RC Zones by examining all non-residential permitted uses to allow medical and dental practices, dog grooming, pet care and other options.

Councilman Knoller asked about the expense involved in performing a reexamination. Mayor DiPaola said if they were going to do the RC Zones only in order to add to the uses, the cost would be almost half of what it would be to do a full reexamination; it was almost best to do the whole reexamination as it was more cost effective. She added that this item should be put on the November 12th meeting agenda.

Mr. Hermansen said that he had checked with Ms. Roehrer to see if there would be available funds in November. Mayor DiPaola said she had a brief conversation with Ms. Roehrer and that the budget was overall in very good shape; almost all departments were under budget compared to last year. She added that they had budgeted a lot less for engineering and legal than in the past and those categories were still under budget. Mayor DiPaola said that Ms. Reiter estimated that it would take four weeks to complete the process and the ordinance should be ready for introduction at the first meeting in December.

☞ **Motion** to authorize Borough Planner Caroline Reiter to do a reexamination of all non-residential zones was **moved** by Councilman Hoffman, **seconded** by Councilman Knoller and carried by a roll call vote of 5-0:

RC: Council members:

YES: Bayley, Hoffman, McGuire, Knoller, Gordon

X. NEW BUSINESS

- Discussion of Best Practices Survey to satisfy state requirements – Mr. Hermansen said he and CFO Lauren Roehrer had gone through the Best Practices Checklist and reported that the Borough was in good standing. The Borough had attained a score of 43 which was way above the threshold score of 30 and would therefore be getting all their state aid.

Mr. McCann said other substantial areas needed to be examined including the employee manual, adding that there were additional legal requirements to be addressed beyond the initial threshold question on the Best Practices Checklist related to equal pay including reevaluating job titles and descriptions. He said penalties for non-compliance were substantial; he would discuss further with the Personnel Committee as the majority of municipalities would have to review and revise job titles and descriptions as there were other compliance issues of a legal nature. Mr. McCann recommended that Mr. Hermansen work with Labor Counsel Catherine Elston. Mayor DiPaola asked Mr. Hermansen to set up a meeting with Ms. Roehrer, Ms. Elston, Mr. McCann and the Personnel Committee to move forward with this item.

- Additional funding for 2019 shade tree removal – Councilman Hoffman said this item had been added to the agenda at the request of the Shade Tree Commission. He invited Shade Tree Inspector Steve Frassa to speak before the Governing Body.

Mr. Frassa outlined the commission's current budget and said the Shade Tree Commission had been reestablished in 2019 and needed to attend to a number of tree issues which had not been addressed since they had been decommissioned in 2016. He discussed safety and liability issues. He noted that many residents were very concerned about the safety of their trees, estimating that approximately \$20,000 of extra tree work needed to be performed which was not in their budget.

Councilman Hoffman said that work had been done reactively rather than proactively after the Shade Tree Commission had been abolished in 2016. Mayor DiPaola noted that the members of the Shade Tree Commission had resigned as a group. At that time a negative light had been inappropriately shown on them in a political flyer which referred to them as the 'Shady Tree Commission' and implied that money was taken from the taxpayers. The information would not be withdrawn by the previous Mayor and they did not feel appreciated so the members resigned because the Mayor was not defending hard working volunteers. They needed to be proactive again instead of acting in a reactive manner.

Mayor DiPaola thanked all the former members of the Shade Tree Commission for being proactive and keeping everyone safe. Councilman Hoffman noted that there were also new diseases and insect infestations affecting trees that needed to be addressed; the emerald ash borer was now in town. Mr. McCann said this had to get done. Mr. Hermansen said he would reach out to Ms. Roehrer to come up with a solution and memorialize it at the next meeting.

Mayor DiPaola thanked Shade Tree Inspector Steve Frassa for coming back to the commission and thanked the entire commission for all their hard work.

XI. INTRODUCTION OF ORDINANCES

First Reading:

Mayor DiPaola announced that Ms. Dietsche would read the following ordinance by title and it would be further considered at a Public Hearing to be held on November 12th, 2019 at 7:30 p.m. in the Council Chambers of the Borough Hall, Municipal Place, Emerson, N.J. and published in the October 25th, 2019 edition of the Ridgewood News. This ordinance was on file in the Clerk's Office and posted on the official bulletin board of the Municipal Building where copies would be available to the General Public at no charge.

1600-19 AN ORDINANCE TO AMEND CHAPTER 264 SECTION 10
'TOWING AND STORAGE FEE SCHEDULE' OF THE BOROUGH OF EMERSON

☞ **Motion** to introduce Ordinance 1600-19 on first reading was **moved** by Councilman Knoller, **seconded** by Councilman Gordon and carried by a roll call vote of 5-0:

RC: Council members:

YES: Bayley, Hoffman, McGuire, Knoller, Gordon

XII. ADOPTION OF ORDINANCES

Second Reading and Public Hearing:

1601-19 AN ORDINANCE AMENDING CHAPTER 61 'PARKS, PLAYGROUNDS, RECREATION, DEPARTMENT OF' § 61-4 A, B, C TERMS OF COMMISSIONERS; VACANCIES

☞ **Motion** to open the meeting to comments from the public on this ordinance only was **moved** by Councilman Knoller, **seconded** by Councilwoman McGuire and carried unanimously.

Seeing no hands, Mayor DiPaola asked for a motion to close the meeting to comments from the public.

☞ **Motion** to close the meeting to comments from the public on this ordinance only was **moved** by Councilman Knoller, **seconded** by Councilman Gordon and carried unanimously.

☞ **Motion** to adopt Ordinance 1601-19 on second reading was **moved** by Councilman Knoller, **seconded** by Councilwoman McGuire and carried by a roll call vote of 5-0:

RC: Council members:

YES: Bayley, Hoffman, McGuire, Knoller, Gordon

XIII. REPORTS

- Mayor and Council

Councilman Bayley said the Fire Department Open House was a great event. He gave their monthly report and discussed other upcoming events they would be sponsoring including the Raga-A-Muffin Parade on October 26th, the Christmas Tree Lighting on December 6th, and Santa riding through town on December 17th, 18th and 19th. The department was looking forward to the floor repair at the firehouse. He closed by saying that the Joint Insurance Fund meeting he attended was uneventful and they were doing a great job.

Councilman Hoffman said at the September meeting of the Environmental Commission they had discussed closing out the season at the Community Garden at Centennial Park and planned to discuss having a Clean the Block Party which would be done in coordination with Emerson businesses. They discussed doing a Responsible Pet Owner campaign which would be distributed by flyer. Chairperson Stephanie Clark had spoken about putting together a PDF guide for Emerson Woods. The Shade Tree Commission had met on October 9th and discussed regular business as well as the need to amend Chapter 266 Article II regarding tree management, specifically related to the payment of tree replacement fees prior to granting a Certificate of Occupancy.

Councilwoman McGuire had attended a Flapjack Fundraiser hosted by the Emerson Chamber of Commerce on October 13th which benefited the New Jersey Beep Ball Association. It was great to support the Chamber of Commerce; they supported a lot of Borough events. They would be hosting a Veterans' Day breakfast at the Senior Center on November 11th. She had attended the Fire Department Open House on October 17th; it was fun and informative. She thanked the Fire Department for keeping them safe. The Recreation Commission was in need of volunteers at the concession stand. They were considering charging a refundable fee to encourage volunteering. The commission was also considering a winter event but details had not yet been finalized.

Councilman Knoller said the Board of Health wanted to plant a tree in memory of Board of Health Nurse Kay Hodges and would go through the Shade Tree Commission to finalize plans in the spring. President Nicole Argenzia had reached out to Mr. McCann to discuss issues related to a vaping ordinance. He said the Borough had lost 12 residents in September. Mayor DiPaola asked that there be a moment of silence at the next meeting for all residents who had passed in Emerson. He also gave the September report of the Police Department.

Councilman Gordon gave the monthly report of the Department of Public Works and stated that on September 30th an individual dumped trash in the recycling container at the DPW yard which had to be cleaned out by DPW staff. Security cameras recorded the license plate and the Police Department issued a summons to the owner of the vehicle. Fall cleaning of the sewer pumping stations had been completed; a large quantity of wipes had been found in the pipes which can cause clogging. Residents were reminded not to flush wipes in the toilet. They had purchased certified mulch for all playgrounds to ensure the requirements of the JIF inspections was satisfied. Superintendent Perry Solimando and Foreman Tom Carlos had attended a Spill Prevention Control training class to satisfy NDEP Stormwater requirements. The DPW staff had cleaned up the lot at 58 Locust Avenue in preparation for stoning to create a commuter parking lot. Leaf bag distribution had begun on October 7th.

Mayor DiPaola welcomed Brendan Kelly home from his deployment overseas serving the nation and thanked him for his service. She encouraged residents over the age of 60 to join the Emerson Seniors and said they were vibrant members of the community who had a lot to offer. They held their meetings on the second Thursday of each month at noon. They went on a lot of trips and had indoor picnics twice a year as well as many other activities. The Fire Department would be hosting the Annual Rag-A-Muffin Parade on October 26th; she would be a judge and was looking forward to some great costumes and a lot of fun. She had attended the Chamber of Commerce meeting and said it was important to give back to them by attending their events. Whenever the Borough needed something for the Recreation Commission or a board or commission they gave generously to the Borough.

She said that it was troubling and unfortunate that three members of the Recreation Commission had resigned since August. Two were long serving volunteers; one had served for a shorter period of time. She was sad to see them go. She appreciated all volunteers and their commitment. She noted that she would not be filling any vacancies on any boards or commissions until January unless there was a need to fill a seat to obtain a quorum and hold a meeting. She hoped that once new members were appointed to any board or commission that they would work together in the best interests of the Borough and continue the reputation of the Borough's great boards and commissions. She hoped the Recreation Commission would work together and expand their programs for all ages to include everyone living in the community including seniors. She was looking forward to that next year.

She closed by stating that there were rules and laws and sometimes when people were used to doing things in a certain way and then there was a shift in government, people became confused between politics and government. As long as she was the Mayor, things would be done in an appropriate way. If there were rules and laws to be followed, they should be followed and she expected them to be followed without skirting them.

- Borough Administrator Robert Hermansen reported on the following:
 - He noted that it was his first week as Borough Administrator and thanked all department heads and staff he had met. He thanked former Interim Borough Administrator Richard Sheola for a smooth transition as well as Borough Clerk Jane Dietsche and Deputy Clerk Coleen Goddel for their help during his first week.
 - He had worked with DPW Superintendent Perry Solimando on the temporary lot on Locust Avenue and looked forward to it being completed and ready for commuters.
 - He met with CFO Lauren Roehrer to begin working on the 2020 budget and review the status of the 2019 budget. He said Ms. Roehrer was fantastic at her job and had recommended introducing the budget at the end of March and adopting in April.
 - A power outage had occurred on Forest Avenue and he thanked the Police Department for their help during bad weather. He said the Police and Fire Departments did a fantastic job.
 - There had been a sewage spill at a business on Kinderkamack Road. He thanked DPW Foreman Tom Carlos, Construction Official Rich Silvia, Sewer Operator Keith Durie and Environmental Health Specialist Rebecca Pignoncelli of Northwest Bergen Regional Health Commission for their assistance. Mr. Silvia called the DEP and Bergen County HAZMAT. In conjunction with HAZMAT, the DPW cleaned up the spill. The job was completed to the Board of Health's satisfaction.
 - He had spoken with Michael Stoller to look into renewing the Borough's auction for electricity next March. He hoped to find the best way to save money on energy costs.
 - He thanked Mr. Solimando and Mr. Carlos for getting chairs for the seniors.
 - He had received emails from Councilwoman McGuire and Recreation Commission Secretary Liz Morris about the commission's bylaws. He would go over it with Mr. McCann and get them disseminated.
 - He had set policy for reimbursement for the NJSLOM annual convention. He thought it was fair for the participants and the Borough. The resolution was on the Consent Agenda.
 - He had spoken with Emerson Schools Business Administrator Dr. Phil Nisonoff. He thanked Mr. Silvia for getting the permit process moving. Mr.

Silvia's hours would increase from 12 to 18 as there were a lot of issues for him to address.

Mayor DiPaola said there were a lot of issues, citing redevelopment, the commuter parking debacle and the sewage debacle and said they needed Mr. Silvia to be available. She added that the Borough would require that a representative from the redeveloper be available 24/7 to expedite any issues. There had been a fire call and the Borough had been a problem reaching them. She noted that issues could not be expedited without their input as the property owner.

- Mr. Hermansen said he had met with Borough Planner Caroline Reiter and Borough Special Counsel Affordable Housing Brian Giblin as well as Mayor DiPaola and Mr. Sheola about affordable housing and the RC Zones. He added that these topics would be discussed in Closed Session.
- The Borough would authorize Firehouse Grant to prepare an application to replace the Fire Department's SCBA equipment.
- He thanked Mr. Sheola and Ms. Dietsche for their assistance in preparing the amendments to the towing ordinance.
- He had attended the Fire Department Open House and had a great time. He said it had been a great opportunity to meet residents and the volunteers who all showed love and passion for the town. He said volunteers were the lifeblood of Emerson.
- He thanked everyone for their hospitality during his first week and looked forward to meeting many more people.

Mayor DiPaola thanked Mr. Hermansen for hitting the ground running and said his presence allowed her to spend less time in Borough Hall since things were running smoothly. She said he would get a lot of help from the staff, professionals, volunteers and the public since this was the Family Town.

- Borough Clerk Jane Dietsche said the General Election would take place on Tuesday, November 5th and polls would be open from 6:00 a.m. until 8:00 p.m. She reminded voters in Districts 1, 4 and 5 that they would now vote in the Emerson Senior Center.
- Borough Attorney John McCann reported on several items. They were working on an SRO agreement with the Board of Education. They would reach out to Dr. Nisonoff the next morning as January 1, 2020 was rapidly approaching.

He said an incident had taken place in early August related to the Recreation Commission and noted that the Borough was required to review it. Liability was a big factor as it involved young people. He noted that an additional attorney had been hired to look into the matter. He advised and asked the Recreation Commission to cooperate with the attorney's inquiries even if an individual was no longer a member. The Borough needed to know what happened so it would not happen again.

He had received a letter from the redeveloper's attorney which contained factual errors. A response had been drafted.

Mayor DiPaola said that people were stating on Facebook that they were not getting updates on redevelopment. She said the Borough was not holding back any information. A fence had been put up and commuter parking would be available until December 1st. She said it was very difficult to run government in an era of social media. Everyone wanted to have information immediately but sometimes there was no information to share.

Special Counsel Affordable Housing Brian Giblin said there was no update on affordable housing. They were still waiting for the Court to review compliance. He said he would review a few issues during Closed Session.

XIV. PUBLIC COMMENT

☞ **Motion** to open the meeting to comments from the public was **moved** by Councilman Knoller, **seconded** by Councilwoman McGuire and carried unanimously at 9:18 p.m.

Maureen Howlin, Volunteer Ambulance Corps Treasurer, 35 Furman Drive said she was speaking on behalf of the members of the Volunteer Ambulance Corps. She hoped the temporary building would be better than where they were presently located. She said the DPW area where they wrote reports smelled of diesel fumes and there were no restroom facilities available. She added that only one ambulance was garaged which would present a problem in the winter. She also said she thought there would be an issue when the DPW was performing winter snow plowing. She asked when the temporary building would become available.

Mayor DiPaola said this was the first they had heard of this issue and they would make sure something was done and facilities were available to them. Mr. Hermansen asked Ms. Howlin to reach out to him so that they could do anything they could to get the process moving. She thanked Ms. Howlin and Mr. Howlin for their long-term volunteering and said this issue would be remedied as quickly as possible.

Seeing no more hands, Mayor DiPaola asked for a motion to close the meeting to comments from the public.

☞ **Motion** to close the meeting to comments from the public was **moved** by Councilman Hoffman, **seconded** by Councilwoman McGuire and carried unanimously at 9:28 p.m.

XV. RESOLUTIONS ON CONSENT AGENDA NO. 254-19

☞ **Motion** to approve Consent Agenda Resolution No. 254-19 was **moved** by Councilman Knoller, **seconded** by Councilwoman McGuire and carried by a roll call vote of 5-0:

RC: Council members:

YES: Bayley, Hoffman, McGuire, Knoller, Gordon

- CA 255-19 Authorize Cabbage Night/Halloween Curfew
- CA 256-19 Tax Lien Redemption - 23 Emerson Plaza East (Bl 616, Lt 20)
- CA 257-19 Tax Lien Redemption - 171 Congress Rd (Bl 1009, Lt 6)
- CA 258-19 Authorize Citizens Improving Affordable Housing (CIAH) correspondence
- CA 259-19 Authorization of reimbursement for NJSLOM Convention Attendance/reimbursement Policy
- CA 260--19 Permission to lay memory stone in honor of Kay Hodges at the Emerson Memory Garden
- CA 261-19 Authorization for Fire House Grants to prepare an AFG application to replace SCBA equipment
- CA 262-19 Authorization for General Code to perform complete recodification of Borough Code at a cost of \$14,742.00
- CA 263-19 Appointment of Robert Hermansen as the Borough Administrator effective Tuesday, October 15, 2019

XVI. CLOSED EXECUTIVE SESSION - Resolution No. 264-19

☞ **Motion** to go into an executive session to discuss matters exempt from the public as duly noticed by Resolution No. 264-19 was **moved** by Councilman Hoffman, **seconded** by Councilwoman McGuire and carried by a roll call vote of 5-0:

RC: Council members:

YES: Bayley, Hoffman, McGuire, Knoller, Gordon

#19-10/22-40 Potential Litigation - Update on Affordable Housing N.J.S.A. 10-4-7

#19-10/22-41 Rice Notice: QPA/former Part-time Interim Borough Administrator N.J.S.A. 10-4-8

XVII. RECONVENE

The Borough of Emerson reserves the right to return to Open Session and, if appropriate, take formal action.

☞ **Motion** to reconvene was **moved, seconded** and carried unanimously at 10:42 p.m.

☞ **Motion** to retain a Rehabilitation Coordinator to facilitate the rehabilitation of 10 units in the Borough in conjunction with Habitat for Humanity was **moved** by Councilman Hoffman, **seconded** by Councilwoman McGuire and carried by a roll call vote of 5-0:

RC: Council members:

YES: Bayley, Hoffman, McGuire, Knoller, Gordon

Mayor DiPaola stated that she was in receipt of a resignation as Qualified Purchasing Agent from former Interim Borough Administrator Richard Sheola. She asked for a motion to accept his resignation.

☞ **Motion** to accept the resignation of former Interim Borough Administrator Richard Sheola as the Qualified Purchasing Agent was **moved** by Councilman Hoffman, **seconded** by Councilman Gordon and carried by a roll call vote of 5-0:

RC: Council members:

YES: Bayley, Hoffman, McGuire, Knoller, Gordon

XVIII. ADJOURNMENT

With no other business to address, at the request of Mayor DiPaola, a motion to adjourn was **moved, seconded** and carried at 10:44 p.m.

Respectfully submitted,

Jane Dietsche, RMC
Borough Clerk