



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
DI PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 252  
Date: November 8, 2018  
Page: 1 of 2  
Subject: Columbia Avenue II  
Rehabilitation Grant  
Agreement  
Purpose: Authorization to Enter  
Dollar Amount: \$163,978 non-matching  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

---

**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**

---

**AUTHORIZATION OF GRANT AGREEMENT FOR COLUMBIA AVENUE  
IMPROVEMENTS CONTRACT NUMBER NV-DUMONT-02-18**

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Dumont wish to enter into a grant agreement with the County of Bergen for the purpose of using \$163,978, term of contract 7/1/18-6/30/19, Community Development Block Grant fund within the Borough of Dumont;

**BE IT FURTHER RESOLVED**, that the Mayor and Council hereby authorizes Mayor James Kelly to be a signatory to the aforesaid grant agreement;

**BE IT FURTHER RESOLVED**, that the Mayor and Council hereby authorizes Thomas Richards to sign all County vouchers submitted in connection with the aforesaid project;

**BE IT FURTHER RESOLVED**, that the Mayor and Council recognizes that the Borough of Dumont is liable for any funds not spent in accordance with the Grant Agreement; and that liability of the Mayor and Council is in accordance with HUD requirements.

**BE IT FURTHER RESOLVED**, copies of this resolution shall be forwarded to Bergen County Community Development, the Borough Auditor and the Borough CFO.

---

James J. Kelly, Mayor



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
DI PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 253  
Date: November 8, 2018  
Page: 1 of 1  
Subject: Thomas Richards-Signatory  
for CDBG Vouchers  
Purpose: Designation  
Dollar Amount: \_\_\_\_\_  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

\_\_\_\_\_  
**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**  
\_\_\_\_\_

**DESIGNATION OF THOMAS RICHARDS AS SIGNATORY FOR CDBG VOUCHERS**

**BE IT RESOLVED**, Thomas Richards is designated as signatory for CDBG vouchers;

**BE IT FURTHER RESOLVED**, copies of this resolution shall be provided to Bergen County Community Development.

\_\_\_\_\_  
James J. Kelly, Mayor



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Di PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 254  
Date: November 8, 2018  
Page: 1 of 1  
Subject: First Street Drainage Payment Request #1  
Purpose: Authorization  
Dollar Amount: \$46,790.00  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

---

**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**

---

**AUTHORIZATION OF FIRST STREET DRAINAGE PAYMENT REQUEST #1**  
WHEREAS, Remington & Vernick Engineers has recommended payment in the amount of \$46,790.00 be made to Messercola Excavating Co. for work being done on First Street Drainage Improvements;

**BE IT RESOLVED**, the Governing Body of the Borough of Dumont authorizes payment request #1 to Messercola;

**BE IT FURTHER RESOLVED**, copies of this resolution shall be provided to R&V Engineers, Finance, CFO and Auditor

\_\_\_\_\_  
James J. Kelly, Mayor



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
DI PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 255  
Date: November 8, 2018  
Page: 1 of 1  
Subject: Matthew A. Khan  
Purpose: Approval of Application to the Fire Department  
Dollar Amount: \_\_\_\_\_  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

---

**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**

---

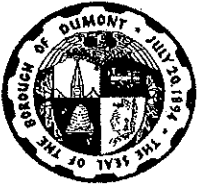
**MARTIN KHAN-APPROVAL OF APPLICATION TO THE FIRE DEPARTMENT**

**WHEREAS**, on October 9, 2018 the Dumont Fire Department and Truck Company 2 accepted the fire application of Matthew A. Khan;

**BE IT RESOLVED**, the Governing Body of the Borough of Dumont accepts the application of Matthew Khan;

**BE IT FURTHER RESOLVED**, copies of this resolution shall be provided to Chief Ross;

\_\_\_\_\_  
James J. Kelly, Mayor



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
DI PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 256  
Date: November 8, 2018  
Page: 1 of 1  
Subject: Anthony Guercio  
Purpose: Accept Resignation from the Fire Department  
Dollar Amount: \_\_\_\_\_  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

---

**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**

---

**ANTHONY GUERCIO-ACCEPT RESIGNATION FROM THE DUMONT FIRE  
DEPARTMENT**

**WHEREAS**, on October 9, 2018 the Board of Fire Officers accepted the resignation letter of Anthony Guercio;

**BE IT RESOLVED**, the Governing Body of the Borough of Dumont accepts the resignation of Anthony Guercio;

**BE IT FURTHER RESOLVED**, copies of this resolution shall be provided to Chief Ross

\_\_\_\_\_  
James J. Kelly, Mayor



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Di PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 257  
Date: November 8, 2018  
Page: 1 of 1  
Subject: Sean Coyle  
Purpose: Resignation from the Fire Department  
Dollar Amount: \_\_\_\_\_  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

---

**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**

---

**SEAN COYLE-ACCEPT RESIGNATION FROM THE DUMONT FIRE DEPARTMENT**

**WHEREAS**, on October 9, 2018 the Board of Fire Officers accepted the resignation letter of Lt. Sean Coyle;

**BE IT RESOLVED**, the Governing Body of the Borough of Dumont accepts the resignation of Sean Coyle;

**BE IT FURTHER RESOLVED**, copies of this resolution shall be provided to Chief Ross

\_\_\_\_\_  
James J. Kelly, Mayor



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Di PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 258  
Date: November 8, 2018  
Page: 1 of 1  
Subject: Selzer School PTO Raffle  
Purpose: Approval  
Dollar Amount: \_\_\_\_\_  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

---

**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**

---

**SELZER SCHOOL PTO RAFFLE APPLICATION**

**WHEREAS**, Selzer School PTO has submitted calendar raffle application, event to be held March 1 through May 31, 2019, at Selzer School; RL#523; ID#109-5-37089;

**BE IT RESOLVED**, by the Governing Body of the Borough of Dumont, the Selzer PTO application shall be approved;

**BE IT FURTHER RESOLVED**, copies of this resolution shall be provided to the Police Department and the member in charge of the raffle.

\_\_\_\_\_  
James J. Kelly, Mayor





**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Di PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 259  
Date: November 8, 2018  
Page: 1 of 1  
Subject: Knights of Columbus Raffle  
Purpose: Application Approval  
Dollar Amount: \_\_\_\_\_  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

---

**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**

---

**APPROVAL OF K OF C #1345 ST JOHNS COUNCIL RAFFLE APPLICATION**

**WHEREAS**, the K of C #1345 St. Johns Council has applied for an Off-premise Cash raffle to be held March 30, 2019; RL#524, ID #109-6-7021;

**BE IT RESOLVED**, by the Governing Body of the Borough of Dumont that an off-premise raffle license be issued to the Knights of Columbus;

**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be provided to the Police Department and the individual designated in the application as being in charge of the above event.

---

James J. Kelly, Mayor



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
DI PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 260  
Date: November 8, 2018  
Page: 1 of 1  
Subject: Independent Fire Company  
Purpose: Approval of Boot Drive  
Dollar Amount: \_\_\_\_\_  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

---

**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**

---

**APPROVAL OF INDEPENDENT FIRE COMPANY BOOT DRIVE**

**WHEREAS**, Independent Fire Company has requested to conduct a boot drive November 24, 2018;

**WHEREAS**, the location requested is Madison and Washington Avenues between the hours of 9:00am and 4:00pm

**BE IT RESOLVED**, the Governing Body of the Borough of Dumont approves of this request;

\_\_\_\_\_  
James J. Kelly, Mayor



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Di PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 261  
Date: November 8, 2018  
Page: 1 of 3  
Subject: Northwest Bergen County  
Utilities Authority  
Purpose: Agreement Renewal  
Dollar Amount: \_\_\_\_\_  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

---

**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**

---

**SHARED SERVICES AGREEMENT WITH NORTHWEST BERGEN COUNTY  
UTILITIES AUTHORITY (NBCUA)**

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et. seq.) promotes the broad use of shared services as a technique to reduce local expenses funded by property taxpayers; and

WHEREAS, the Municipality and NBCUA wish to enter into an Agreement whereby NBCUA will provide TV Inspection Services of the sanitary sewer system, or other systems, to

the Municipality for the years 2019 and 2020; and

**WHEREAS**, the within Agreement has been duly authorized by appropriate resolutions of the Municipality and NBCUA.

**NOW THEREFORE, IT IS AGREED** by and between the parties hereto as follows:

1. This Agreement shall be in effect for the 2019 and 2020 calendar years. NBCUA will provide TV Inspection Services as set forth in Purchase Order(s) or other written authorization to be issued by the Municipality.
2. The Municipality will pay to NBCUA a per foot price of eighty-three cents (\$0.83) in year 2019 and a per foot price of eighty-four cents (\$0.84) in year 2020, with a minimum payment of four hundred dollars (\$400) for each day of inspection in the years 2019 and 2020.
3. Prior to initiating the inspection the Municipality will certify that the line to be inspected has been cleaned and is available for inspection. Should it become apparent during the inspection that the work cannot continue due to an accumulation of material in the system or other restriction, the inspection will be discontinued and the Municipality will be billed for the work completed or the minimum payment defined above, whichever is greater.
4. The Municipality shall provide the required traffic control to ensure the safe operation of the TV inspection equipment within the Municipality.
5. Payment shall be made to NBCUA upon completion of the work and certification by the Municipality that the work has been completed in a satisfactory manner.

6. Each party will maintain insurance coverage through the Joint Insurance Fund or other source in connection with worker's compensation, automobile liability, general liability, and other coverage.

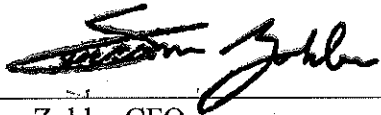
**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be provided to the Executive Director of NBCUA, the County Executive, and the Bergen County Board of Chosen Freeholders.

BOROUGH OF DUMONT

---

James J. Kelly, Mayor

I hereby certify that funds for this agreement are available in Sanitary Sewer Other Expense, Acc't #8-01-26-311-243

  
\_\_\_\_\_  
Sercan Zoklu, CFO

Date: November 8, 2018



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Di PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 262  
Date: November 8, 2018  
Page: 1 of 4  
Subject: RFQ's for 2019  
Purpose: Authorization to Advertise  
Dollar Amount: \_\_\_\_\_  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

---

**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**

---

**FAIR AND OPEN PROCESS-AUTHORIZATION TO ADVERTISE FOR RFQ'S AND  
ADOPTION OF LEGAL NOTICE AND CRITERIA**

**WHEREAS**, the Borough of Dumont has opted to award contracts for professional services awarded under a Fair and Open Process as defined in at NJSA 19:44a-20.7, in the year 2019; and

**WHEREAS**, the Legal Notice of Request for Proposals is required to be adopted by the Governing Body in the month of November, for publication on or before December 1; and

**WHEREAS**, the Governing Body has considered forms of legal notice and criteria and has determined, in its discretion, to adopt a finalized form of such documents,

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Dumont, that the Fair and

Open Process legal notice and criteria be and hereby are adopted, a copy of which is annexed hereto and incorporated for reference.

---

James J. Kelly, Mayor

**BOROUGH OF DUMONT**  
**CRITERIA FOR SUBMISSION OF PROPOSALS FOR**  
**PROFESSIONAL CONTRACTS UNDER THE**  
**FAIR AND OPEN PROCESS**

NOTICE IS HEREBY GIVEN, for all applicants in positions set forth more fully in a notice of publication for submission of proposals that shall take into consideration the following factors, which will be weighed by the Mayor and Council of the Borough of Dumont as the basis of an award for professional services most advantageous to the Borough:

- I. Resume and letter application for professional position including all documentation that provides the following for evaluation by the Borough Council:
  - a. Experience and reputation in the field for the position sought.
  - b. Knowledge of the area of expertise for the position sought
  - c. Experience and knowledge of the Borough of Dumont
  - d. Availability to accommodate any required meeting of the Borough
  - e. Designated professional and support staff and location of firm's offices
  - f. References in general and in particular from municipal entities where the professional has provided similar services as sought in the Borough of Dumont.
  - g. Copy of Business Registration Certificate and Certificate of Employee Information Report with the State of New Jersey
  - h. A proposed fee schedule and basis of computation of fees and costs incurred in providing the required service, e.g., time and materials, fee per appearance or service item, etc.
  
- II. Selection of professionals shall be solely on the Borough Council's evaluation of the submitted material in the criteria set forth in this document.
  
- III. Submit all materials (3 copies) in a separate labeled sealed envelope for **each position sought** addressed to Susan Connelly, RMC, Municipal Clerk, Borough of Dumont, 80 W. Madison Avenue, Dumont New Jersey, 07628 to be received on or before 11:00AM November 28, 2018.

**BOROUGH OF DUMONT**  
**Susan Connelly, RMC**  
**Municipal Clerk**



LEGAL NOTICE

**REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL  
CONTRACT POSITIONS IN THE BOROUGH OF DUMONT**

**NOTICE IS HEREBY GIVEN**, that pursuant to N.J.S.A. 19:44A-20.4, 20.5 et. seq. the Borough of Dumont shall pursue a “Fair and Open Process” in awarding contracts for positions set forth more fully below, and hereby solicit qualifications in the form of resumes and letter applications for the below-stated positions of the Borough of Dumont, which shall be submitted to the Municipal Clerk at 80 W. Madison Avenue, Dumont, New Jersey 07628, with documentation showing qualifications and compliance with criteria set forth by the Borough and by State Statute. Three copies of all qualifications should be submitted in a sealed envelope labeled **“RFQ” and the position sought (separate envelope for each position)** to the Municipal Clerk to be received no later than **11:00 a.m. on Wednesday, November 28, 2018**. Interested parties may receive criteria for the various positions from the office of the Municipal Clerk by calling 201-387-5023 prior to submission of qualifications. The criteria will also be posted on the Borough website: [dumontnj.gov](http://dumontnj.gov). Professional services proposals for the following positions are hereby requested:

- Borough Appraiser
- Borough Attorney
- Borough Architect
- Borough Historic Architect
- Borough Auditor
- Borough Bond Counsel
- Borough Tax Appeal Attorney
- Borough Labor Attorney
- Special Counsel
- Grant Writer
- Information Technology
- Municipal Court Prosecutor
- Municipal Court Public Defender
- Municipal Court Alternate Public Defender
- Municipal Court Alternate Prosecutor
- Borough Planner
- Borough Engineer
- Special Projects Engineer
- Contract for Risk Manager
- COAH Affairs Planner
- Affordable Housing Administrator
- Financial Advisor and Arbitrage Consultant
- Employee Assistance Program

Susan Connelly, RMC  
Municipal Clerk



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
DI PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 263  
 Date: November 8, 2018  
 Page: 1 of 5  
 Subject: Borough Vehicles  
 Purpose: Approval of Policy  
 Dollar Amount: \_\_\_\_\_  
 Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
 Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

\_\_\_\_\_  
**Susan Connelly, RMC, Municipal Clerk**  
**Borough of Dumont, Bergen County, New Jersey**  
 \_\_\_\_\_

**APPROVAL OF POLICY PERTAINING TO THE USE OF MUNICIPAL VEHICLES**

**WHEREAS**, the Borough offers Municipal vehicles to various Borough personnel for operation during the course of their daily municipal duties; and

**WHEREAS**, the Borough does not have an objective operating procedure or policy pertaining to the use of Municipal vehicles; and

**WHEREAS**, the Council is of the opinion that an objective uniform vehicle policy and procedures must be established for the use of any Municipal vehicle; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Council does hereby adopt the attached vehicle policy and procedure standards and directs the Borough Administrator Thomas Richards

to disseminate same to all Department Heads and respective Municipal employees who have access to Municipal vehicles.

---

James J. Kelly, Mayor

# BOROUGH OF DUMONT

## VEHICLE POLICY AND PROCEDURES

### PURPOSE:

The purpose of this policy is to set forth guidelines under which Borough vehicles will be authorized for use and operation by Borough personnel.

The provisions of this policy apply to all Borough employees, who operate and/or use borough vehicles. As part of Departmental standard operating procedures, a Department Head may choose to adopt rules of operation and use that are more stringent (but not less) than this policy promulgates.

### GENERAL PROVISIONS:

#### BOROUGH VEHICLES

It is the policy of the Borough of Dumont to authorize the acquisition and utilization of vehicles for use by officials of the Borough, in the conduct of their employment responsibilities, either during the work shift or on a twenty-four hour on-call basis. Borough vehicles are not personal vehicles and are not for personal use. Borough vehicles should be viewed as belonging to the residents of the Borough of Dumont and are assigned solely for the purpose consistent with providing services to those residents.

#### A. VEHICLE ASSIGNMENT

The assignment of Borough vehicles during work time is based upon job description. Department Heads that have municipal vehicles available for this purpose may assign such vehicles in a manner consistent with department workload and employee responsibility.

Assignment of vehicles for a 24-hour use will be considered for employees who require a vehicle for the ordinary and necessary discharge of their job functions. The vehicle should be driven over the most direct route taking into account road and traffic conditions. Criteria that may be used in the determination of eligibility for 24-hour use include

- Officially designated on –call status
- Requirement of frequent emergency availability
- Issuance of a communication device
- Emergency or other equipment contained in the vehicle

#### B. OPERATION AND MAINTENANCE OF VEHICLES

All employees are required to comply with the following minimum rules of operation of Borough vehicles

- Borough vehicles will not be used to transport passengers who are not directly or indirectly related to Borough business. Passengers should be limited to Borough employees, officials and individuals who are directly associated with Borough work activity
- Vehicles should contain only those items for which the vehicle is designed. The Borough shall not be liable for loss or damage of any personal property transported in the vehicle.
- Employees are expected to keep Borough vehicles clean, and to report any malfunction or damage to their Department Head immediately
- Employees who operate municipal vehicles must have a valid motor vehicle license issued by the state. The Borough reserves the right to review the validity of the employees license and driving record on an annual basis
- Speed limits must be strictly observed, excepting emergency vehicles
- Seat belts, shoulder harness and other restraints should be worn at all times while vehicle is in motion
- All traffic, driving and road regulations are to be strictly observed. Courtesy is to be extended to all entering and exiting traffic whenever the vehicle is operated within the Borough. Employees must notify their Department Head if any traffic and parking violations are incurred
- An employee who is assigned a Borough vehicle and who is arrested for or charged with a motor vehicle offense for which punishment includes suspension or revocation of the motor vehicle license, whether in their personal vehicle or Borough vehicle, must immediately notify the Department Head. Conviction for such an offense may be grounds for loss of municipal vehicle privileges and /or further disciplinary action
- The use of alcohol, illegal drugs or prescription medication which may interfere with effective and safe operation of a vehicle are strictly prohibited.
- Cell phones shall not be used while operating a Borough vehicle
- Fuel is supplied exclusively through a Borough approved facility
- Employees should not be allowed to smoke in municipal vehicles
- Maintenance responsibilities will be assigned to the Department of Public Works
- No employee may use a Borough vehicle for out of state use without advance approval of the governing body or duly appointed management representative

#### C. TAXABLE FRINGE BENEFIT

Employees authorized to use a 24-hour Borough vehicle may be subject to imputed income tax regulations as set forth by the Internal Revenue Service, which considers a certain portion of the vehicle use (i.e., commute) to be income for the purposes of income taxation. The Borough will use IRS Publication 15-B, Employers Tax Guide to Fringe Benefits, Section 3, and Commuting Rule in determining any tax liability and

automatically update changes to the rate made by the IRS. The rule establishes a \$1.50 per one way commute value as the non-cash taxable fringe value. This value will be includable in the employee's gross income reported on their W-2 at the end of each fiscal year and is subject to all federal withholding taxes. Employees assigned marked police and emergency fire vehicles, unmarked vehicles or specialized vehicles carrying equipment and/or tools and meeting certain other eligibility criteria established by the IRS will not be subject to the commuting valuation rule.

D. REGISTERING AND INSURING VEHICLES

It shall be the responsibility of the respective Department Head, to ensure each vehicle is registered in accordance with State regulations and that each vehicle is insured under the Borough's insurance policy. The aforementioned shall be coordinated through the Borough Clerk's Office.

E. SPECIAL CIRCUMSTANCES

This policy is intended to provide a basic framework governing the use of Borough vehicles in the Borough of Dumont, and, as such, cannot contain procedures governing every possible situation that might arise. Department Heads and employees seeking clarification of or exemption from provisions of this policy should contact the Borough Administrator who will provide such clarification and may authorize exceptions to the policy under mitigating circumstances with prior approval of the Mayor and/or Council.

F. FAILURE TO COMPLY

Failure to comply with any and all provisions of this policy may result in disciplinary action up to and including removal of Borough vehicle privileges, suspension and or termination from Borough service.



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
DI PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 264  
 Date: November 8, 2018  
 Page: 1 of 2  
 Subject: Tax Appeals  
 Purpose: Notification to Governing Body and CFO  
 Dollar Amount: \_\_\_\_\_  
 Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
 Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

\_\_\_\_\_  
**Susan Connelly, RMC, Municipal Clerk**  
**Borough of Dumont, Bergen County, New Jersey**  
 \_\_\_\_\_

**ADOPT A POLICY REQUIRING THE BOROUGH OF DUMONT TAX ASSESSOR TO NOTIFY THE GOVERNING BODY AND CHIEF FINANCIAL OFFICER OF ALL TAX APPEALS UPON FILING.**

**WHEREAS**, the active monitoring and management of a municipality's ratable base is fundamental to help to insure financial stability; and

**WHEREAS**, the refunding of tax appeals can affect the cash flow of a municipality, the calculation for the reserve for uncollected taxes which is necessary to the preparations of a budget and fund balance; and

**WHEREAS**, every taxpayer has a right to appeal a tax assessment, first through administrative channels and if not satisfied with the results there, ultimately through the County Board of

Taxation and the courts; and

**WHEREAS**, reporting of this information is essential to operations of the municipality; and

**WHEREAS**, is in the best interest of the Borough of Dumont that it's Governing Body have this information on a timely basis.

**BE IT RESOLVED**, that the Tax Assessor is requested to follow the policy requiring that the Tax Assessor of the Borough of Dumont notify the Governing Body and Chief Financial Officer of all tax appeals upon filing not later than June 1<sup>st</sup> of each year.

---

James J. Kelly, Mayor





**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
DI PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 265  
 Date: November 8, 2018  
 Page: 1 of 2  
 Subject: Accreditation of the Dumont Police Department  
 Purpose: Authorization  
 Dollar Amount: \_\_\_\_\_  
 Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
 Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

**Susan Connelly, RMC, Municipal Clerk  
 Borough of Dumont, Bergen County, New Jersey**

**RESOLUTION AUTHORIZING THE DUMONT POLICE DEPARTMENT TO BEGIN  
 THE PROCESS OF ACCREDITATION FOR LAW ENFORCEMENT PURPOSES**

**WHEREAS**, the Dumont Police Department and The Borough Council desire the Dumont Police Department to pursue such excellence by starting the process towards Accreditation; and

**WHEREAS**, the Borough Council shall authorize the spending of \$41,175.00 to begin the Accreditation Process; and

**WHEREAS**, the Chief of Police and the Governing Body believe that attaining such certification is consistent with the goals of the Dumont Police Department: and

**WHEREAS**, the Chief of Police is committed to taking necessary action in order to support the accreditation process; and

**WHEREAS**, the successful completion of the accreditation process from the New Jersey State Associations of Chiefs of Police will result in a reduction in liability premiums from Bergen JIF; and

**WHEREAS**, in the long term the completion and retention of accreditation from the New Jersey State Association of Chiefs of Police will help the municipality manage its liability and workers compensation; and

**WHEREAS**, the following is a breakdown of costs:

Policy Development Only

\$26, 500.00 in 6 monthly payments of \$4,416.66

\$6,500.00 initial annual maintenance; 2019 it will be \$3,250.00

\$6,144.00 Training Modules Annual

\$5,281.00 initially for Power DMS; after 2019 it will be \$4,581

\$41,175 for 2019

\$17,225.00 for 2020

**BE IT RESOLVED**, the Governing Body approves of the Dumont Police Department to begin the process of accreditation;

**BE IT FURTHER RESOLVED**, copies of this resolution shall be provided to Chief Conner, Captain McKeary, Borough Auditor, the CFO and Finance

---

James J. Kelly, Mayor



**2018  
BOROUGH OF DUMONT  
RESOLUTION**

MEMBERS	AYE	NAY	ABSTAIN	ABSENT
DI PAOLO				
LaBRUNO				
MANNA				
RIQUELME				
ROSSILLO				
STEWART				
MAYOR KELLY				
TOTALS				

Resolution No. 266  
Date: November 8, 2018  
Page: 1 of 1  
Subject: Catherine Romeo  
Purpose: Appointment as Alternate JIF  
Commissioner  
Dollar Amount: \_\_\_\_\_  
Prepared By: Susan Connelly, RMC

Offered by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Certified as a true copy of a Resolution adopted by the Borough of Dumont on above date at a Regular Meeting by:**

---

**Susan Connelly, RMC, Municipal Clerk  
Borough of Dumont, Bergen County, New Jersey**

---

**CATHERINE ROMEO-APPOINTMENT AS ALTERNATE JIF COMMISSIONER**

**BE IT RESOLVED**, by the Governing Body of the Borough of Dumont, that Catherine Romeo be appointed as alternate Bergen County Municipal Joint Insurance Fund Commissioner.

**BE IT FURTHER RESOLVED**, copies of this resolution shall be forwarded to JIF, Mr. Richards, Ms. Romeo and Personnel

\_\_\_\_\_  
James J. Kelly, Mayor