

**MAYOR AND COUNCIL
BOROUGH OF DEMAREST
REGULAR MEETING AGENDA
July 28, 2025
7:30 PM**

The notice requirements of the Open Public Meetings Act of the State of New Jersey, P.L. 1975, Chapter 231, have been satisfied by the inclusion of the date, time and place of this meeting in the annual schedule of meetings of this Governing Body. Such schedule of meetings is posted at Borough Hall, on the Borough website and was published in the Record and Star Ledger and was filed in the office of the Borough Clerk.

Pledge of Allegiance

Mayor Bernstein, Council President Slowikowski, Councilmember Collins, Councilmember Fox, Councilmember Jiang, Councilmember Marks, Councilmember Reiss

Roll Call:

Present:

Absent:

Also Present:

Ordinances (Introduction): (none)

Ordinance Public Hearing (Adoption): (none)

Discussion

Project Details for Paving of Unimproved Portions of Orchard Rd. & Wellwood Rd.

Consent Agenda

Mayor Bernstein asks if any member would like to have any resolution removed from the consent agenda and voted on separately.

Mayor Bernstein asks if any member would like to abstain from voting on any resolution on the consent agenda.

Mayor Bernstein asks for a motion to accept the consent agenda (with any abstentions noted)

Consent Agenda:

Resolution No. 138-25	Approving Administrative Agent – 95 County Rd.
Resolution No. 139-25	Approving the Advertisement of Online Auction of Surplus Borough Property
Resolution No. 140-25	Approving Advertisement of Bids for Solid Waste Collection
Resolution No. 141-25	Approving Consulting Services
Resolution No. 142-25	Payment of Bills

A motion was made by _____ and seconded by _____

Roll Call:

Approval of Minutes:

March 10, 2025 Work Session Minutes

A motion was made by _____ and seconded by _____

Roll Call:

Mayor's Report

Council Committee Reports

Finance & Personnel (Slowikowski)
Ordinance (Fox)
DPW & Recreation (Marks)
Economic Development (Jiang)
Police and OEM (Reiss)
Fire and EMS (Collins)

Reports of Borough Officials

Borough Administrator
Borough Attorney
Borough Treasurer
Ambulance
Police Chief
Fire Chief
DPW Director

Approval of Minutes:

A motion was made by _____ and seconded by _____

Roll Call:

Meeting Open to the Public

Closed Session Resolution 2025-007

Adjournment

Resolution of the Demarest Governing Body

Resolution No. 138-25

July 28, 2025

Council Member	Motion	Second	Yes	No	Abstain	Absent
Slowikowski						
Collins						
Fox						
Jiang						
Marks						
Reiss						

TITLE: RESOLUTION APPROVING THE AGREEMENT BETWEEN 95 COUNTY DEMAREST, LLC AND STEVEN J. WEINBERG t/a COMMUNITY ACTION SERVICES DESIGNATING AND SETTING FORTH THE TERMS AND CONDITIONS UPON WHICH THE AFFORDABLE HOUSING ADMINISTRATIVE AGENT SHALL PROVIDE AFFORDABILITY CONTROL SERVICES FOR THE TWO AFFORDABLE UNITS AT 95 COUNTY ROAD, DEMAREST, NEW JERSEY

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WHEREAS, 95 County Demarest LLC is the developer (the "Developer") implementing a program to provide two (2) affordable housing units to low- and moderate income households at 95 County Road, Demarest, New Jersey; and

WHEREAS, pursuant to N.J.A.C. 5:80-26.15, affordability controls may be administered by an administrative agent acting on behalf of a municipality or Developer; and

WHEREAS, the Developer has selected Steven J. Weinberg t/a Community Action Services to be the Affordable Housing Administrative Agent for the purpose of providing

affordability control services for the Developer's two 2 affordable units at 95 County Road, Demarest, New Jersey (the "Administrative Agent"); and

WHEREAS, the Developer has presented the Borough with an Agreement between the Developer and Administrative Agent for the administration of the 2 affordable housing units at 95 County Road, Demarest, New Jersey (the "Agreement"); and

WHEREAS, the Agreement is subject to the approval of the Borough of Demarest and New Jersey Department of Community Affairs; and

WHEREAS, the Agreement is for a term of one year with automatic renewals for successive terms of two years each, subject to either party's ability terminate the Agreement upon two months advance written notice; and

WHEREAS, the Agreement requires the Administrative Agent to perform all duties and responsibilities as required by law, including those set forth in N.J.A.C. 5:80-26.14, 16 and 18; and

WHEREAS, the Agreement further requires the Developer to compile, verify and submit all information required by the Borough as part of the Borough's annual affordable housing reports as required by the DCA; and

WHEREAS, the Borough's Affordable Housing Legal Counsel has reviewed the Agreement and recommends to the Borough that it approve the Agreement in the form as attached hereto; and

WHEREAS, it is in the best interest of the Borough to approve the Agreement between the Developer and Administrative Agent.

NOW THEREFORE, BE IT RESOLVED, by the Borough of Demarest that the Governing Body hereby approves of the Agreement between 95 County Demarest LLC and Steven J. Weinberg t/a Community Action Services, in the form attached hereto.

APPROVED:

Brian Bernstein, Mayor

CERTIFICATION

I, Julie Falkenstern, Registered Municipal Clerk, of the Borough of Demarest, in the County of Bergen and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting on July 28, 2025.

Julie Falkenstern, RMC

Agreement Between

95 County Demarest LLC

and

Steven J. Weinberg t/a Community Action Services

FOR THE ADMINISTRATION OF AFFORDABLE HOUSING UNITS

THIS AGREEMENT, entered into as of this the 30th day of June, 2025,

BETWEEN *95 County Demarest LLC* an LLC of the State of NJ, having offices at *[insert address]*, hereinafter called the "Developer"; and

Steven J. Weinberg *Ua* Community Action Services, having offices at PO Box 6025, East Brunswick, NJ. 08816, hereinafter called the "Affordable Housing Administrative Agent. (Administrative Agent/AHAA)"

WITNESSETH

WHEREAS, under authorization of the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301 & 302, *et seq.*, hereinafter the "Act") the Developer is implementing a program to provide 2 affordable housing units to low- and moderate-income households at 95 Country Road, Demarest, NJ 07627; and

WHEREAS, the State has promulgated affordability controls in regulations designed to implement the Act, by assuring that low- and moderate-income units that are created under the Act are occupied by low- and moderate-income households for an appropriate period of time (the "Rules"); and

WHEREAS, Section 5:80-26.15 of the Rules provides that affordability controls may be administered by an administrative agent acting on behalf of a municipality or Developer; and

WHEREAS, the Developer has selected Steven J. Weinberg *Ua* Community Action Services to be the Affordable Housing Administrative Agent for the purposes of providing affordability control services for the Developer's 2 affordable units at 95 Country Road as included in this contract.

NOW THEREFORE, subject to the approval of the Borough of Demarest and NJDCA, the Developer and the Administrative Agent hereby agree to the following terms and conditions:

Section 1. Term

This Agreement shall become effective as of the 30th day of June, 2025, and shall have a term of 1 year, terminating at the close of business on the 30th day of June, 2026, subject to the termination and renewal provisions set forth in *Section 4*, below and the approval of the Borough of Demarest of this Agreement.

Section 2. Applicability and Supersession

This Agreement shall define and govern all terms between the parties with respect to affordability controls for affordable housing units provided under the Act, and shall supersede all prior agreements or documents related thereto.

Section 3. Agency and Enforcement Delegation

The Developer and the Administrative Agent acknowledge that under the Rules, the Administrative Agent is acting hereunder primarily as an agent of the Municipality. Anything herein to the contrary notwithstanding, however, the Developer hereby delegates to the Administrative Agent, and the Administrative Agent hereby accepts, primary responsibility for enforcing substantive provisions of the Act and the Rules. The Developer, however, shall retain the ultimate responsibility for ensuring effective compliance with the Rules and the activities of the Administrative Agent will come under the supervision of the Demarest Municipal Housing Liaison.

Section 4. Termination and Renewal

- (1) The Agreement may be terminated by either party, by giving 2 (two) months advanced written notice to the other, to the address and in the form as set forth in *Section 8*, below.
- (2) Unless terminated, this Agreement shall automatically be renewed for successive terms of 2 years each.

Section 5. Assignment of Affordable Housing Units

For the term hereof, and without exception, this Agreement shall govern the provision of affordability control services for the following affordable housing units located within the Municipality that fall under the jurisdiction of the Act and meet the requirements of 5:80-26.5 Occupancy standards:

- 2 affordable units as spelled out in the State-approved agreements between the Developer and the Borough of Demarest at their 8 unit development at 95 Country Road, Demarest.
 - One 3-bedroom moderate income unit comparable in size, appliances and infrastructure to any other 3-bedroom market-rate units in the 95 Country Road development
 - One 2 bedroom low income unit comparable in size, appliances and infrastructure to the other 2 bedroom market-rate units in the 95 Country Road development

Section 6. Responsibilities of the Administrative Agent

The Administrative Agent shall perform the duties and responsibilities of an administrative agent as are set forth in the Rules, including those set forth in Sections 5:80-26.14, 16 and 18 thereof, which includes:

- (1) Affirmative Marketing
 - (a) Conducting an outreach process to insure affirmative marketing of affordable housing units in accordance with the Affirmative Marketing Plan of the Borough of Demarest and the provisions of N.J.A.C. 5:80-26.15;
 - (b) Attending continuing education opportunities on affordability controls, compliance monitoring, and affirmative marketing as offered or approved by NJ-DCA; and
 - (c) Referring Affordable applicants to HUD or DCA-approved counseling services for low and moderate income applicants on subjects such as budgeting, credit issues, mortgage qualification, rental lease requirements, and landlord/tenant law.

- (2) Household Certification
 - (a) Soliciting, scheduling, conducting and following up on contacts with interested households, as appropriate;
 - (b) Conducting phone or digital interviews and obtaining sufficient documentation of gross income and assets upon which to base a determination of income eligibility for a low- or moderate-income unit;
 - (c) Providing written digital notification to each applicant processed as to the determination of eligibility or non-eligibility;
 - (d) Requiring that all certified applicants for restricted units execute a certificate substantially in the form, as applicable, of either the ownership or rental certificates set forth in Appendices J and K of N.J.A.C. 5:80-26.1 et. seq.;
 - (e) Creating and maintaining a referral list of eligible applicant households living in the housing region and eligible applicant households with members working in the housing region where the units are located; and
 - (f) Employing a random selection process as provided in the Affirmative Marketing Plan of the Borough of Demarest when referring households for certification to affordable units.

- (3) Affordability Controls
 - (a) Furnishing to attorneys or closing agents forms of deed restrictions and mortgages for recording at the time of conveyance of title of each restricted unit;
 - (b) Creating and maintaining a file on each restricted unit for its control period, including the affordable lease, recorded project deed with restrictions, recorded mortgage and note, as appropriate;
 - (c) Ensuring that the removal of the deed restrictions and cancellation of any mortgage note are effectuated and properly filed with the appropriate county's register of deeds or county clerk's office after the termination of the affordability controls for each restricted unit;
 - (d) Communicating with lenders regarding foreclosures; and
 - (e) Ensuring the issuance of Continuing Certificates of Occupancy or certifications pursuant to N.J.A.C. 5:80-26.10.

- (4) Resale and rental
 - (a) Instituting and maintaining an effective means of communicating information between owners and the Administrative Agent regarding the availability of restricted units for resale or re-rental; and
 - (b) Instituting and maintaining an effective means of communicating information to low- and moderate-income households regarding the availability of restricted units for resale or re-rental.
- (5) Processing requests from unit owners
 - (a) Reviewing and approving requests from owners of restricted units who wish to take out home equity loans or refinance during the term of their ownership;
 - (b) Reviewing and approving requests to increase sales prices from owners of restricted units who wish to make capital improvements to the units that would affect the selling price, such authorizations to be limited to those improvements resulting in additional bedrooms or bathrooms and the cost of central air conditioning systems;
 - (c) Notifying the Developer of an owner's intent to sell a restricted sales unit or vacate a restricted rental unit; and
 - (d) Processing requests and making determinations on requests by owners of restricted units for hardship waivers.
- (6) Enforcement
 - (a) Securing annually from municipalities lists of all affordable sales units for which tax bills are mailed to absentee owners, and notifying all such owners that they must either move back to their unit or sell it;
 - (b) Securing from all developers and sponsors of restricted units, at the earliest point of contact in the processing of the project or development, written acknowledgement of the requirement that no restricted unit can be offered, or in any other way committed, to any person, other than a household duly certified to the unit by the Administrative Agent;
 - (c) Working with the Municipal Housing Liaison to ensure that affordable housing opportunities are posted to the New Jersey Housing Resource Center pursuant to N.J.S.A. 52:27D-321.3 to 321.6, including, if necessary, levying fines for noncompliance and requiring new lotteries;
 - (d) Sending annual mailings to all owners of affordable dwelling units, reminding them of the notices and requirements outlined in N.J.A.C. 5:80-26.18(d)4;
 - (e) Establishing a program for diverting unlawful rent payments to the municipality's affordable housing trust fund or other appropriate municipal fund approved by DCA;
 - (f) Utilizing the written Demarest Borough affordable housing operating manual, as approved by DCA, setting forth procedures for administering such affordability controls; and
 - (g) Providing information regarding the developer's affordable units required in annual Demarest Borough affordable housing reports to DCA as required.

- (7) The Administrative Agent shall have authority to take all actions necessary and appropriate to carry out its responsibilities hereunder.
- (8) Description of any other agreed responsibilities of the Administrative Agent. The developer may request the AHAA to assist in the application for funding of a program of supportive housing for mental disabilities etc. that grants the town the same Affordable Housing credits for the 2 affordable units at 95 Country Road as would a normal affordable, non-age-restricted rental unit.

Section 7. Responsibilities of The Developer

The Developer shall:

- (1) Provide to the Administrative Agent the name, title and telephone number of the municipal official designated as the Demarest Municipal Housing Liaison to the Administrative Agent on all matters related to this Agreement;
- (2) Ensure that applicable local ordinances are not in conflict with, and enable efficient implementation of, the Rules and the provisions of this Agreement;
- (3) Monitor the occupancy status of the two restricted units in the Developer's 95 Country Road development;
- (4) Compile, verify, and submit information required by Demarest as part of the Borough's annual affordable housing reports as required by DCA;
- (5) Coordinate Administrative Agent meetings with Developer officials, representatives and employees, as applicable;
- (6) Provide the Administrative Agent with the approved Demarest Affirmative Marketing Plan;
- (7) Ensure that all restricted units are identified as affordable within the tax assessor's office and any Municipal Utility Authority (MUA). The municipality and MUA shall promptly notify the Administrative Agent of a change in billing address, payment delinquency of two billing cycles, transfer of title, or institution of a writ of foreclosure on all affordable units; and
- (8) Provide all reasonable and necessary assistance to the Administrative Agent in support of efforts to enforce provisions of the Act, the Rules, deed covenants, mortgages, court decisions or other authorities governing the affordability control services to be provided under the Agreement.

Section 8.

Fee Structure

The Developer agrees to the following fee structure to be paid to Steven J. Weinberg t/a Community Action Services for the affordable Housing Administrative agent services set forth in this agreement:

1. Annual fee - For affordable document gathering, affordable rent calculating, project preapplication and application document preparation, applicant database setup, project marketing, applicant database entry, conduct of lottery and sorting lottery winners by appropriate unit size and income level: \$4,000
2. Leasing fee - For the leasing of each of the 2 affordable rental units at 95 Country Road after income certifying as many appropriately sized and income level families as it takes from the lottery list to reach a suitable tenant for each unit: \$5,000 each unit.
3. Releasing fee - Affordability Certification of a new tenant for releasing of any unit that becomes vacant: \$5,000 each unit.
4. Supportive Housing Application assistance fee - Should the AHAA be requested to assist the Developer in the application for funding of a program of supportive housing for mental disabilities etc. that grants the town the same Affordable Housing credits for the 2 affordable units at 95 Country Road as would a normal affordable, non-age-restricted rental unit, a separate fee structure for the provision of such services with be mutually agreed upon through an addendum to this Agreement at that time.

5. Fee Timing

Developer agrees to the following timing for the payment of the above AHAA fees:

- a. Annual fee - \$3,000 at the signing of this agreement and \$1,000 at the conclusion of the lottery as the initial income certification for lease-up process begins. Thereafter, the Developer agrees to pay the AHAA the annual fee of \$4,000 on the anniversary date at the start of each subsequent year that this Agreement is mutually extended by both parties as provided for in Section 4 of this Agreement.
- b. Leasing fee - upon notifying the Developer that an eligible client has been found for a vacant affordable unit, the developer will pay the Administrative Agent the sum of \$3,500 prior to the AHAA referring that eligible tenant to the Developer. At the signing of a lease for the unit, the Developer will pay the AHAA the \$1,500 balance due for leasing that unit. If that referral does not result in the execution of a lease with that eligible referred applicant for legitimate reasons under the State affordable housing rules, income certification of a replacement client will be completed by the AHAA and prior to the referral of that approved client to the Developer, the Developer will pay the AHAA the \$1,500 balance due for leasing that unit.
- c. Re-leasing fee - Payment for referring to the developer income eligible, AHAA-approved applicants for units that become vacant during the term of this agreement, shall follow the same pattern as agreed above for initial leasing. \$3,500 prior to referring an income eligible approved applicant to the Developer to fill the vacancy and the \$1,500 re-leasing fee balance at the signing of the lease. If that referral does not result in the execution of a lease with that eligible referred applicant for legitimate reasons under the State affordable housing rules, income certification of a replacement client will be completed by the AHAA and prior to the referral of that approved client to the Developer, the Developer will pay the AHAA the \$1,500 balance due for leasing that unit.

Section 9.

Notices

All notices and other written communications between the Developer and the Administrative Agent shall be to the addresses and personnel specified below:

if to the Developer:

16 Cambridge Rd.

Tenafly, NJ 07670

Attn: Yoav Rettig

if to the Administrative Agent:

Community Action Services

PO Box 6025

East Brunswick, NJ 08816

Attn: Steven J. Weinberg, Director

Section 10.

Non-Waiver of Conditions

The failure of either party to insist upon strict performance of any provision of this Agreement in any one or more instances shall not constitute a consent to waiver of or excuse for any other different or subsequent breach of the same or other provision, nor as a result shall either party relinquish any rights which it may have under this Agreement. No terms or provisions hereof shall be deemed waived and no breach excused unless such waiver or consent is in writing and signed by the waiving party.

Section 11.

Merger and Amendment

This written Agreement, together with its Exhibits, constitutes the sole agreement between the parties with respect to the matters covered therein, and no other written or oral communication exists which shall bind the parties with respect thereto, provided however that this Agreement may be modified by written amendments clearly identified as such and signed by both the Developer and the Administrative Agent.

Section 12.

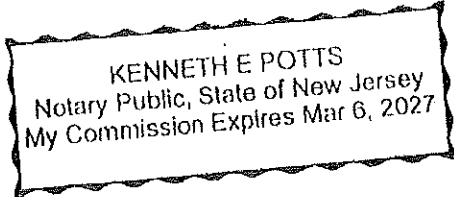
Partial Invalidation of Agreement

Should any provision of this Agreement be deemed or held to be invalid, ineffective or unenforceable, under present or future laws, the remainder of the provisions shall remain in full force and effect.

IN WITNESS WHEREOF, the Developer and the Administrative Agent have executed this Agreement in triplicate as of the date first above written. (Original to each Party and to Demarest Borough.)

DEVELOPER NAME 95 County Demarest LLC

BY Yoav Rettig, LLC member
Developer Representative Name and Title Print



Developer Representative Signature

ACKNOWLEDGEMENT

On this, the 3 day of July, 2025, before me came Yoav Rettig known and known to me to be the President of 95 County Demarest LLC, the Developer identified as such in the foregoing Agreement, who states that (s)he is duly authorized to execute said Agreement on behalf of said Developer, and that (s)he has so executed the foregoing Agreement for the purposes stated therein.

NOTARY PUBLIC

AFFORDABLE HOUSING ADMINISTRATIVE AGENT
Steven J. Weinberg t/a Community Action Services

BY _____
Steven J. Weinberg
Director

ACKNOWLEDGEMENT

On this the _____ day of _____, 2025, before me came Steven J. Weinberg, known and known to me to be the Director of , Steven J. Weinberg t/a Community Action Services (Sole Proprietorship owner), the Administrative Agent identified as such in the foregoing Agreement, who states that he has signed said Agreement for the purposes stated therein.

NOTARY PUBLIC

Resolution of the Demarest Governing Body

Resolution No. 139-25

July 28, 2025

Council Member	Motion	Second	Yes	No	Abstain	Absent
Slowikowski						
Collins						
Fox						
Jiang						
Marks						
Reiss						

**TITLE: RESOLUTION AUTHORIZING AUCTION OF SURPLUS PROPERTY AND
ONLINE AUCTION OF SURPLUS PROPERTY**

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WHEREAS, the Borough of Demarest is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, pursuant to the provisions of N.J.S.A. 40A:11-36 the Borough of Demarest may sell any personal property which is no longer needed for public use; and

WHEREAS, the Demarest Fire Department, the Demarest Police Department, and the Demarest Department of Public Works has determined that the following itemized articles below are no longer needed for public use and is desirous of selling said surplus property in an “as is” condition without express or implied warranties with the mandatory minimum bids:

- 1 2012 Vermeer Chipper BC1200X
- 1 1999 ODB Leaf Vac
- 1 16’ Enclosed Haulmark Trailer
- 1 Ingersoll Rand 60 Gallon Compressor (Non-Working)

- 1 Toro Pro Force Front Mount Leaf Blower
- 1 700 Gallon Water Tank
- 1 1000 Gallon Water Tank
- 1 GMC 8500 for Scrap (No Body, Not Running, No Title)
- 1 Dayton Hot Water Pressure Washer (Non-Working) Assorted Corrugated Pipes
(Several Different Lengths and Sizes)
- 1 Hose Washer
- 15 Motorola Portable Radios
- 20 Hand lights
- 2 Generators
- Various hand tools
- 8 black tactical bags
- 11 black Kevlar helmets
- 10 pairs of tactical goggles
- 9 black tactical vests
- 8 gas masks with 7 carrier bags
- 3 pairs of black tactical gloves
- 4 pairs of black Hatch knee pads
- 5 pairs of black Hatch elbow pads

WHEREAS, the Supervisor of the Demarest Fire Department, Demarest Police Department, and Demarest Department of Public Works recommends the Mayor and Council utilize the online auction services of GovDeals located at <https://www.govdeals.com>; and

WHEREAS, the sale using this internet auction service would be conducted pursuant to N.J.S.A. 40A:11-36 and the guidance set forth in the Division of Local Government Services' Local Finance Notice 2019-15; and

WHEREAS, the surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property; and

WHEREAS, the Borough of Demarest reserves the right to accept or reject any bid submitted with such determination to be made by the Demarest Mayor and Borough Council at their July 28, 2025 meeting and will be scheduled to begin at 7:30 PM or as soon thereafter as the matter may be reached; and

WHEREAS, the Borough of Demarest will not release any article to the successful bidders until the Borough of Demarest has received verification from GovDeals that payment has been received from the winning bidder, the Borough will not deliver the article to the successful bidder and the article is to be transferred and taken off the site within five business days after the sale has occurred and payment received; and

WHEREAS, items not picked up within the above prescribed time period will be offered to the second highest bidder; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Borough Council of the Borough of Demarest that it hereby authorizes that this auction will take place over the Internet, through the online auction services of GovDeals, beginning on **August, 15 2025 at 9AM and concluding on September 1, 2025** as specifically indicated for the article. Bidders/buyers must

pre-register at <https://www.govdeals.com>. Interested bidders/buyers are directed to look at the specific concluding time for the listed vehicle to see the closing time ending on **September 1, 2025**.

APPROVED:

Brian Bernstein, Mayor

CERTIFICATION

I, Julie Falkenstern, Registered Municipal Clerk, of the Borough of Demarest, in the County of Bergen and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting on July 28, 2025.

Julie Falkenstern, RMC

Resolution of the Demarest Governing Body

Resolution No. 140-25

July 28, 2025

Council Member	Motion	Second	Yes	No	Abstain	Absent
Slowikowski						
Collins						
Fox						
Jiang						
Marks						
Reiss						

**TITLE: RECYCLABLE MATERIALS COLLECTION AND DISPOSAL SERVICE
FOR THE BOROUGH OF DEMAREST**

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WHEREAS, the Borough of Demarest intends to solicit bids for solid waste and recyclable materials collection and disposal service; and

WHEREAS, specifications have been prepared and provided by the Qualified Purchasing Agent to solicit such bid; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Demarest, County of Bergen and State of New Jersey, that the Municipal Clerk is authorized to advertise as required by law to request bids for solid waste and recyclable materials collection and disposal service.

BE IT FURTHER RESOLVED, bids for solid waste and recyclable materials collection and disposal service shall be accepted by the Borough Clerk at the Borough Municipal Building located at 118 Serpentine Rd, Demarest, NJ on October 7 at 11:00 a.m.

APPROVED:

Brian Bernstein, Mayor

CERTIFICATION

I, Julie Falkenstem, Registered Municipal Clerk, of the Borough of Demarest, in the County of Bergen and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting on July 28, 2025.

Julie Falkenstem, RMC

Resolution of the Demarest Governing Body

Resolution No. 141-25

July 28, 2025

Council Member	Motion	Second	Yes	No	Abstain	Absent
Jiang						
Fox						
Marks						
Slowikowski						
Reiss						
Collins						

TITLE: RESOLUTION AUTHORIZING RETENTION OF AAA MUNICIPAL AND COUNTY ADVISORS, LLC TO PROVIDE SERVICES AS A TECHNICAL RESOURCE ON FINANCIAL MATTERS AND CFO MENTORING SERVICES

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WHEREAS, the Borough of Demarest recently appointed a new Chief Financial Officer (“CFO”); and

WHEREAS, AAA Municipal and County Advisors, LLC serves as a resource to municipal CFO’s offering mentoring services, including but not limited to the proper operation of the finance office of the municipality, general ledger preparation, budget management and other services; and

WHEREAS, AAA Municipal and County Advisors, LLC has offered to provide technical resource/CFO Mentoring Services at the hourly rate of \$75.00 for an estimated monthly service to include three hours per week in person and two hours via phone or zoom meeting with the CFO; and

WHEREAS, in furtherance of same an upfront retainer of \$1,500.00 shall be paid, said fee to be adjusted based on actual monthly services utilized; and

WHEREAS, it is in the best interest of the Borough to accept the proposal submitted by AAA Municipal and County Advisors in the form annexed hereto.

NOW THEREFORE, BE IT RESOLVED, by the Borough of Demarest that the proposal of AAA Municipal and County Advisors is hereby accepted.

APPROVED:

Brian Bernstein, Mayor

CERTIFICATION OF CFO

I, Andrea Diekmann Johe, do hereby certify the availability of funds for the expenditure referenced herein.

, CFO

CERTIFICATION

I, Julie Falkenstern, Registered Municipal Clerk, of the Borough of Demarest, in the County of Bergen and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting on July 28, 2025.

Julie Falkenstern, RMC

Aaa Municipal and County Advisors, LLC

2472 6th. Street
Fort Lee NJ, 07024
201-679-6150

July 21, 2025

Julie Falkenstern, Administrator
Borough of Demarest
118 Serpentine Rd
Demarest, NJ 07627

Dear Julie,

I am pleased to offer the Borough of Demarest our services as a Technical Resource on financial related matters and **CFO mentoring services**. In addition, we will help to facilitate your year end 2025 financial close to ensure that your financial operations continue without interruption and the development of 2026 Budget. Assist CFO and Administrator with any negotiations of labor contracts and possible shared service contracts.

We strongly believe in a partnership with the clients that I serve and will seek your input and any during the contract to ensure your complete satisfaction with my services.

I will incorporate my 30 years of local government services and my CMFO and CCFO experience at the County of Bergen. The Office of CFO can be very diverse depending on the size of the department, number of staff members, and of the staff and CFO.

In general, the purpose is to educate the CFO on how to competently run the finance office of the municipality and successfully manage all of the various aspects of that office and CFO responsibilities.

Aaa Municipal and County Advisors LLC Proposal for Services:

I.	Technical Resource/CFO Mentoring Services	\$125 /hour
	Less Courtesy Adjustment TBD	(\$50)
	Adjusted Hourly Fee	\$75
		=====
II.	Monthly Service include 3 hours a week in the office and 2 hours phone or Zoom meetings with CFO	
	Estimated monthly Retainer 20 hours x \$75	
	(If more or less hours are required the retainer will be adjusted accordingly)	
		\$1,500
		=====

Aaa Municipal and County Advisors, LLC

2472 6th. Street
Fort Lee NJ, 07024
201-679-6150

Aaa Municipal and County Advisors Consulting LLC's Mentoring Services

- I. **The CFO mentoring services may include, but are not limited to the following:**
 - a. **General Ledger preparation and review**
 - i. Posting of entries
 - ii. Review and understanding of balance sheet
 - b. **Cash Management**
 - i. Investments
 - ii. Banking relationships
 - iii. Cash Management/Forecasting
 - c. **Budget Management**
 - i. Fund Balance Projection
 - ii. Analysis and reporting
 - iii. Proper Fund Balance utilization level
 - iv. Year-end budget transfer preparations
 - v. Assisting CFO with 2026 Budget Construction and Preparation
 - d. **Capital Planning/Debt Management**
 - i. Arbitrage Compliance
 - ii. Capital Ordinance Preparation
 - iii. Assisting the CFO with the Bond Rating Call with Rating Agencies
 - iv. Long Term Planning
 - v. Debt analysis
 - vi. Use of short term and long-term debt
 - e. **Office Oversight**
 - i. Personnel Management
 - ii. Day –to-day functions
 - iii. Reporting

Aaa Municipal and County Advisors, LLC

2472 6th. Street
Fort Lee NJ, 07024
201-679-6150

f. Payroll

- i. Tax filings & Verification 3rd Party Vendor
- ii. Reconciling
- iii. Pension management
- iv. Health Benefits Analysis

g. Communication

- h. Effective communication skills both internally and externally

Respectfully Submitted,

Joseph Luppino, CPA CMFO

Resolution of the Demarest Governing Body

Resolution No. 142-25

July 28, 2025

Council Member	Motion	Second	Yes	No	Abstain	Absent
Slowikowski						
Collins						
Fox						
Jiang						
Marks						
Reiss						

TITLE: PAYMENT OF BILLS

BE IT RESOLVED, by the Mayor and Council of the Borough of Demarest that the following bills in the sum of \$ 3,405,579.34 on bill list dated July 28, 2025 have been approved and authorized for payment and the that the Mayor, Borough Clerk and Borough Treasurer are hereby authorized to issue warrants in payment of same.

APPROVED:

Brian Bernstein, Mayor

CERTIFICATION

I, Julie Falkenstern, Registered Municipal Clerk, of the Borough of Demarest, in the County of Bergen and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting on July 28, 2025.

Julie Falkenstern, RMC

P.O. Type: All Include Project Line Items: Yes Open: N Paid: Y Void: N
 Range: First to Last Rcvd: Y Held: N Aprv: N
 Format: Condensed Received Date Range: 07/16/25 to 12/31/25 Bid: Y State: Y Other: Y Exempt: Y
 Vendors: All Include Non-Budgeted: Y
 Rcvd Batch Id Range: First to Last

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
AACOM005	AACOM, INC	25-01042	07/15/25	QTRLY SERVICE AGREEMENT	Open	696.00	0.00		
AMAZO005	AMAZON CAPITAL SERVICES	25-01039	07/15/25	DPW SUPPLIES	Open	1,007.40	0.00		
		25-01040	07/15/25	SUMMER REC SUPPLIES	Open	374.48	0.00		
		25-01041	07/15/25	PD SUPPLIES	Open	184.38	0.00		
		25-01062	07/16/25	borough supplies	Open	49.79	0.00		
		25-01063	07/16/25	borough supplies	Open	138.93	0.00		
		25-01064	07/16/25	dpw supplies	Open	9.99	0.00		
		25-01065	07/16/25	summer rec supplies	Open	743.79	0.00		
		25-01066	07/16/25	summer rec supplies	Open	116.43	0.00		
		25-01067	07/16/25	summer rec supplies	Open	544.03	0.00		
		25-01068	07/16/25	summer rec supplies	Open	388.76	0.00		
		25-01069	07/16/25	summer rec supplies	Open	208.70	0.00		
		25-01070	07/16/25	summer rec supplies	Open	206.09	0.00		
		25-01072	07/16/25	pd supplies	Open	163.34	0.00		
		25-01080	07/17/25	dpw supplies	Open	39.00	0.00		
		25-01093	07/21/25	summer rec supplies	Open	40.67	0.00		
		25-01094	07/21/25	white out pd	Open	9.95	0.00		
		25-01128	07/24/25	summer rec supplies	Open	97.40	0.00		
						<u>4,323.13</u>			
ARROW005	ARROW TREE SERVICE INC	25-00922	06/26/25	108-112 lake rd remove maple t	Open	305.00	0.00		
		25-00947	06/27/25	54 ross ave	Open	555.00	0.00		
						<u>860.00</u>			
BCMJI005	BCMJIIF	25-01000	06/30/25	Third Qtr installment 2025	Open	77,596.00	0.00		
BCUA0005	BCUA	25-01059	07/15/25	2025 3 qtr wastewater service	Open	151,494.00	0.00		
BERGE020	BERGEN CNTY CLERK-JOHN S. HOGA	25-01079	07/17/25	2025 primary election	Open	6,242.58	0.00		
BORO0010	BORO OF DEMAREST PAYROLL	25-01159	07/30/25	073025 PR	Clsd	249,908.20	0.00		
BRUNO005	BRUNO ASSOCIATES, INC	25-01044	07/15/25	JUNE SERVICE	Open	2,500.00	0.00		
CHASA005	CHASAN, LAMPARELLO, MALLON & C	25-01085	07/17/25	TAX APPEAL SERVICES	Open	3,092.24	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
CHIES005	CHIESA SHAHINIAN & GIANTOMASI	25-01061	07/15/25	17 Duck Pond Road prof svcs	Open	1,687.50	0.00		
COLLI010	COLLIERS ENGINEERING & DESIGN	25-01103	07/22/25	DEP0203 16 DONNYBROOK DRIVE	Open	472.50	0.00		
		25-01104	07/22/25	DEP0205 24 DUCK POND RD	Open	565.00	0.00		
		25-01105	07/22/25	DEP0197 70 PROSPECT ST	Open	1,082.50	0.00		
		25-01106	07/22/25	DEP0163 95 COUNTY RD	Open	207.50	0.00		
		25-01107	07/22/25	DEP106 FRICK ESTATES/WOODLANDS	Open	315.00	0.00		
		25-01108	07/22/25	DEP106 FRICK ESTATES/WOODLANDS	Open	67.50	0.00		
		25-01109	07/22/25	DEP0219 97 PRESCOTT ST	Open	315.00	0.00		
		25-01110	07/22/25	DEP0201 186 CHESTNUT ST	Open	435.00	0.00		
		25-01111	07/22/25	DEP0221 41 ORCHARD RD	Open	212.50	0.00		
		25-01112	07/22/25	DEP0225 3 CENTRAL AVE	Open	537.50	0.00		
		25-01120	07/22/25	DEB005B 4TH ROUND HOUSING ELEM	Open	8,217.25	0.00		
		25-01121	07/22/25	DEB0065 4TH ROUND VACANAT LAND	Open	310.00	0.00		
		25-01141	07/24/25	DEB0074 2025 riverside coop	Open	4,858.75	0.00		
		25-01142	07/24/25	DEB0080 NJDOT FY 2025	Open	11,680.00	0.00		
		25-01143	07/24/25	DEB0081 NJDOT FY 2026	Open	2,562.50	0.00		
		25-01160	07/28/25	2025 riverside coop svcs	Open	466.11	0.00		
						<u>32,304.61</u>			
COMPU015	COMPUTER SQUARE, INC.	25-01043	07/15/25	TICKETS SERVED	Open	592.50	0.00		
DARTC005	DART COMPUTER SERVICES INC	25-01139	07/24/25	computer consulting services	Open	2,066.25	0.00		
		25-01140	07/24/25	computer consulting services	Open	1,196.25	0.00		
						<u>3,262.50</u>			
DECOT005	DECOTIIS, FITZPATRICK, COLE &	25-01117	07/22/25	REDEVELOPMENT PROF SVCS	Open	233.40	0.00		
		25-01118	07/22/25	PBA CONTRACT NEGOTIATIONS	Open	250.00	0.00		
						<u>483.40</u>			
DELTA005	DELTA DENTAL OF NJ INC	25-01077	07/16/25	I#PM00000001172732 August 2025	Open	3,433.96	0.00		
DEMAR005	DEMAREST AMBULANCE CORP.	25-01095	07/21/25	reimb. lunch -all day training	Open	60.00	0.00		
DEMAR015	DEMAREST BOARD OF EDUCATION	25-01144	07/24/25	July tax levy	Open	1,532,558.00	0.00		
DEMAR020	DEMAREST FREE PUBLIC LIBRARY	25-01136	07/24/25	2025 2nd QTR payment	Open	57,333.82	0.00		
DRAGE005	DRAGER SAFETY DIAGNOSTICS INC	25-01030	07/15/25	cert solution	Open	156.00	0.00		
DUTRA005	DUTRA EXCAVATING & SEWER	25-01087	07/17/25	clog (jetting the line)	Open	3,400.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ENHAN005	ENHANCED WEB SERVICES	25-01091	07/21/25	andrea signature digital	Open	29.95	0.00		
EQUIT005	EQUITABLE	25-01131	07/24/25	I#1749327 Jul2025 dtd 07/11/25	Open	1,641.89	0.00		
FILEB005	FILEBANK, INC	25-01071	07/16/25	August Storage	Open	1,245.34	0.00		
FRANK015	FRANK VISAGGIO	25-01051	07/15/25	police expo reimbursement	Open	488.68	0.00		
GANNE005	GANNETT MEDIA CORP	25-01045	07/15/25	NJM POSTINGS	Open	1,091.41	0.00		
GOOSE010	GOOSETOWN COMMUNICATIONS	25-01057	07/15/25	motorola cable remote mount	Open	98.52	0.00		
GREIC005	GREICHE, RAYMOND	25-00639	05/06/25	summer concert demarest	Open	950.00	0.00		
HARTH005	HARTMAN EXCAVATING, LLC	25-01049	07/15/25	woodchips removal	Open	500.00	0.00		
INTER035	INTER CITY TIRE	25-01046	07/15/25	4 tires for chief tahoe	Open	801.72	0.00		
INTER040	INTERSTATE WASTE SERVICES	25-01078	07/16/25	I#10991224 June Waste&Recy	Open	52,494.84	0.00		
JBLOC005	J & B LOCK & ALARM INC	25-01047	07/15/25	central monitor fire & alarm	Open	360.00	0.00		
KNOX0005	KNOX	25-01127	07/24/25	Power Cable for Knox Box	Open	73.00	0.00		
TREE0005	LISA J. KASDAN	25-00641	05/06/25	summer concert demarest	Open	550.00	0.00		
MAYER005	MAYER, MATTHEW	25-01100	07/22/25	Squad Registration	Open	85.00	0.00		
MCLOU005	MCCLOUGHLIN, JOHN	25-01126	07/24/25	Drill Food	Open	290.75	0.00		
MUNIC035	MUNICIPAL CAPITAL FINANCE	25-01034	07/15/25	contract pmt 20	Open	415.00	0.00		
NJDEP020	NJ DEPT OF COMMUNITY AFFAIRS	25-01033	07/15/25	2nd qtr UCC state training fee	Open	4,427.00	0.00		
NJDEP005	NJ DEPT OF HEALTH	25-01053	07/15/25	june dog license report	Open	62.40	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
NJDIV025	NJ DIV OF ALCOHOLIC BEVERAGE	25-01098	07/21/25	2025-2026 liquor license renew	Open	6.00	0.00		
NJSHB005	NJSHBP	25-01073	07/16/25	may health charge	Open	56,901.73	0.00		
NORTH005	NORTHERN VALLEY FEED & TURF	25-01097	07/21/25	tri rye grass seed, straw max	Open	69.45	0.00		
NVRHS005	NVRHS BOARD OF EDUCATION	25-01145	07/24/25	July tax levy	Open	998,598.40	0.00		
PARTY005	PARTY PERFECT RENTALS, LLC	25-01081	07/17/25	slide and course rental	Open	2,341.66	0.00		
PIAZZ005	PIAZZA & ASSOCIATES, INC.	25-01035	07/15/25	July consulting fee	Open	250.00	0.00		
PRECIO15	PRECISION MOWER & EQUIPMENT	25-01096	07/21/25	3 chain saw chains	Open	114.00	0.00		
PYRAM005	PYRAMID IMPRINTS	25-01038	07/15/25	CAMP SHIRTS	Open	1,933.25	0.00		
ROCKL005	ROCKLAND ELECTRIC CO.	25-01083	07/17/25	A#49195636086 563Piermont 7/07	Open	264.12	0.00		
		25-01084	07/17/25	A#46060500009 129Hardenb 07/07	Open	110.58	0.00		
		25-01086	07/17/25	A#36498040009 TennisCt 07/03	Open	123.32	0.00		
		25-01135	07/24/25	A#08263-54000-0 Jul2025 Part#1	Open	12,915.81	0.00		
						<u>13,413.83</u>			
RUDYS005	RUDYS	25-01036	07/15/25	WEEK 2 OF CAMP LUNCHES	Open	1,704.00	0.00		
		25-01037	07/15/25	WEEK 3 OF CAMP LUNCHES	Open	2,303.00	0.00		
		25-01092	07/21/25	WEEK 4 OF CAMP LUNCHES	Open	2,519.00	0.00		
						<u>6,526.00</u>			
SCOTT005	SCOTT GRAPHICS PRINTING	25-01054	07/15/25	red/blue life certificates	Open	90.00	0.00		
SOMES005	SOME'S UNIFORMS	25-00895	06/17/25	pd uniform/gear	Open	5,351.58	0.00		
STALK005	STALKER RADAR APPLIED CONCEPTS	25-01013	07/01/25	PD 2025 TAHOE ANTENNA CABLE	Open	960.00	0.00		
STATE010	STATE OF N.J. DIVISION OF	25-01075	07/16/25	PERS QTR payment	Open	40,491.39	0.00		
		25-01076	07/16/25	PFRS QTR payment	Open	62,072.30	0.00		
						<u>102,563.69</u>			
STATE040	STATE OF NEW JERSEY	25-01099	07/21/25	quarterly charge	Open	122.68	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
STRAI005	STRAIGHT EDGE STRIPING, LLC	25-00914	06/24/25	pavement markings	Open	4,390.95	0.00		
THARA005	THARA PRASHAD	25-01125	07/23/25	SUMMER REC YOGA CLASSES	Open	500.00	0.00		
THEST005	THE STANDARD INSURANCE CO	25-01132	07/24/25	P#001481980001 Aug2025 25Lives	Open	394.80	0.00		
TRANS010	TRANSUNION RISK AND ALTERNATIV	25-01060	07/15/25	june 2025 billing	Open	120.00	0.00		
TREAS020	TREASURER, STATE OF NEW JERSEY	25-01032	07/15/25	Apr,May,Jun Qtrly Marriage	Open	75.00	0.00		
VALLE025	VALLEY PHYSICAN SERVICES	25-01058	07/15/25	2nd qtr dot testing	Open	268.00	0.00		
VEOLI005	VEOLIA (SUEZ) WATER NEW JERSEY	25-01088	07/17/25	July 2025 Water Bill Part#1	Open	10,039.69	0.00		
VERIZ040	VERIZON (E911 2ND LINE)	25-01133	07/24/25	A#655938805000188 07/10-08/09	Open	226.90	0.00		
VERIZ055	VERIZON - DPW - INTERNET	25-01082	07/17/25	A#158015068000148 DPW 7/7-8/6	Open	85.33	0.00		
VERIZ025	VERIZON WIRELESS (FIRE)	25-01102	07/22/25	Verizon Wireless jun 11- July	Open	228.46	0.00		
WEINE005	WEINER LAW GROUP	25-01122	07/22/25	SPECIAL COUNSEL AH	Open	2,418.00	0.00		
Total Purchase Orders:		104	Total P.O. Line Items:		0	Total List Amount:	3,405,579.34	Total Void Amount:	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	5-01	698,995.19	0.00	2,535,583.40	3,234,578.59
	5-05	0.00	0.00	62.40	62.40
	5-06	0.00	0.00	12,219.66	12,219.66
	5-07	0.00	0.00	122.68	122.68
	5-08	0.00	0.00	14,021.26	14,021.26
	5-12	0.00	0.00	11,195.25	11,195.25
	5-19	0.00	0.00	102,563.69	102,563.69
Year Total:		698,995.19	0.00	2,675,768.34	3,374,763.53
	C-04	24,918.31	0.00	0.00	24,918.31
	T-13	5,897.50	0.00	0.00	5,897.50
Total of All Funds:		729,811.00	0.00	2,675,768.34	3,405,579.34