

**WORKSHOP MEETING  
OF THE GOVERNING BODY OF  
THE BOROUGH OF BLOOMINGDALE**

**May 6, 2025**

The Workshop Meeting of the Governing Body of the Borough of Bloomingdale was held in the Council Chambers of the Municipal Building (101 Hamburg Tpke) on the above date. Mayor John D’Amato called the meeting to order at 7:00 PM.

Mayor led the **Salute to the Flag**.

**Official Roll Call:** (taken by the Municipal Clerk)

*In Attendance:*

Mayor John D’Amato  
Councilman David Bronkhurst  
Councilman Dominic Catalano (excused)  
Councilman John Graziano  
Councilwoman Dawn Hudson  
Councilwoman Evelyn Schubert  
Councilman Ray Yazdi  
  
Municipal Clerk, Breeanna Smith  
Business Administrator, Michael Sondermeyer  
Borough Attorney, Fred Semrau

**PUBLIC NOTICE STATEMENT**

**Mayor D’Amato stated:** *This Meeting is called pursuant to the provisions of the Open Public Meetings Law. Adequate notice of this meeting was advertised in the Herald News on January 9, 2025; copies were provided to the local news media and posted continuously in the Municipal Building. A copy of this notice is available to the public and is on file in the office of the Municipal Clerk.*

*Per State Fire Code, I am required to acknowledge that there are two emergency exits in this Council Chambers. The main entrance which you entered through and a secondary exit to the left of where I am seated. If there is an emergency, walk orderly to the exits, exit through the door, down the stairs and out the building. If there are any questions, please raise your hand now.*

**EARLY PUBLIC COMMENT**

Motion was made by HUDSON to open the meeting for public comment; seconded by YAZDI and carried on voice vote all voting AYE.

Since there was no one who wished to speak HUDSON made a motion to close the meeting for public comment, seconded by YAZDI carried on voice vote, all in favor voting AYE.

**REPORTS (PROFESSIONALS, DEPT HEADS, COMMITTEES, LIAISONS, MAYOR):**

**Councilwoman Evelyn Schubert**

**(Senior Committee, Library Board, ROSE Fund & Tri-Boro First Aid Liaison):**

- Library Board of Trustees
  - March attendance: 586
  - Pocketbook Bingo: May 30
  - Dueling Pianos: Oct. 17<sup>th</sup> – Glenwild Lake Clubhouse
  - Howling Woods this summer
  - Euphoria coming w/ animal in July, date TBD
  - Libby online book checkout available
- Tri-Boro First Aid Squad
  - Apr. called this year 131, 635yr.
  - Apr. last year 141, 541 yr.

- 102 calls – missed 33
- 10 Mutual Aid Calls
- Senior Advisory Committee/Center:
  - Thank you to Dawn for creating flyers
  - Walking club starts w/ breakfast
  - Bingo May 14<sup>th</sup>
  - Meals and classes will be at the firehouse during construction.

**Councilman, John Graziano (EDC Chairman, Budget Committee Member, Drug Alliance, Tri Boro Little League [TBLL], and Ordinance Review)**

- TBLL: Opening Day parade was cancelled however their season has still begun
- EDC: Tri-Boro Tots ‘Shop Local’ bingo challenge; named many Bloomingdale businesses which are participating – residents encouraged to play, details of the challenge are available on the playing card which can be picked up at any of the participating business

**Councilwoman, Dawn Hudson (BOH Liaison, Public Event Committee)**

- May 26<sup>th</sup> Offices closed/no garbage collection
- June 7<sup>th</sup> Townwide Garage Sale
- Paper shredding was last Sat. and the next is Oct. 18<sup>th</sup> at the Senior Center
- Cleanup day is May 17<sup>th</sup> at 10 a.m. at Delazier Field
- Memorial Day Parade May 26<sup>th</sup> @ 9 a.m. Butler to Bloomingdale
- Fireworks – June 28<sup>th</sup> at 6 p.m. at Walter T. Bergen

**Council President, Ray Yazdi (Budget Committee Member, Council President) *no report***

**Councilman, David Bronkhurst (BOE liaison, Ordinance Review Committee Member)**

- Board of Ed had it’s budget meeting and the average increase will be \$150

**Councilman, Dominic Catalano (BEC liaison, Recreation liaison, Planning Board member)**

- Environmental Commission meets tomorrow, 5/7

**Business Administrator, Michael Sondermeyer**

- Bogue Park almost done – grand opening TBD
- Catherine/Bailey – concrete started. Milling and paving to start soon.

**Municipal Clerk, Breeanna Smith: *no report***

**Borough Attorney, Dawn Sullivan: *no report***

**Mayor John D’Amato:**

- Clarified Catherine/Bailey is not a sidewalk assessment project, unless deemed needed by engineering.
- Some sidewalks were done between Warren St. and Elizabeth St. for drainage issue and will only be done as needed.
- Gave recognition to Mike Sondermeyer for becoming part of the honor wall of fame for Walter T. Bergen. Will happen at the school award dinner on June 8<sup>th</sup>.
- Bogue Park is ADA accessible as required by the Jake’s Law Grant.
- Bloomingdale Supermarket will be reopening on Friday, May 9th.

**CONSENT AGENDA**

*(Adoption of Resolutions No. 2025-5.1 – 2025-5.7)*

**Motion:** Ray Yazdi

**Second:** Dawn Hudson

**Roll Call Vote:** BRONKHURST (YES), CATALANO (YES), GRAZIANO (YES), HUDSON (YES), SCHUBERT (YES), YAZDI (YES)

**RESOLUTION NO. 2025-5.1**

**OF THE GOVERNING BODY OF  
THE BOROUGH OF BLOOMINGDALE**

***Accepting, Approving and/or Adopting the Consent Agenda of the  
May 6, 2025 Council Meeting***

**WHEREAS**, the Borough Council of the Borough of Bloomingdale has determined that to increase efficiency, the Consent Agenda shall be adopted with one resolution, and

**NOW THEREFORE BE IT RESOLVED** that the following resolutions, placed on this agenda by consent, require no discussion and the same having been previously reviewed by each Governing Body member, be and are hereby adopted in their entirety by the Council of the Borough of Bloomingdale.

- A. Motion to approve minutes:**
  - April 15, 2025 – Regular Meeting
- B. Motion to approve resignations:**
  - Anna Marie Vannatta (Recreation Commission & BEC member)
- C. Motion to approve:** Fire Department Boot Drive – May 10, 2025
- D. Resolution No. 2025-5.2:** Grant Unpaid Sick Leave to Borough Employee
- E. Resolution No. 2025-5.3:** Conditional Approval of Peddler License (Zam Zam Ice Cream)
- F. Resolution No. 2025-5.4:** Renewal Contract for Payroll Services (Action Data)
- G. Resolution No. 2025-5.5:** Hire of DPW Laborer (A. Garcia)
- H. Resolution No. 2025-5.6:** Appointment of PRBRSA Representative (Croop)
- I. Resolution No. 2025-5.7:** Hire of DPW Laborer (C. Coulson)

***Record of Council Vote on Passage***

COUNCIL PERSON	AYE	NAY	Abstain	Absent	COUNCIL PERSON	AYE	NAY	Abstain	Absent
Bronkhurst	X				Hudson	X			
Catalano	X				Schubert	X			
Graziano	X				Yazdi	X			

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Governing Body of the Borough of Bloomingdale at an Official Meeting held on May 6, 2025.

\_\_\_\_\_  
Brecanna Smith, RMC  
Municipal Clerk, Borough of Bloomingdale

**PENDING BUSINESS**

- A. Second/Final Reading & Public Hearing:**  
***Ordinance No. 9-2025:*** Amend Ch. 92 (Accessory Structures)

The Municipal Clerk, Breeanna Smith, read the Public Notice statement.

YAZDI moved that the Ordinance be read by title; seconded by BRONKHURST and carried on voice vote – all members present voting AYE

The Municipal Clerk read the following Ordinance by title:

**ORDINANCE NO. 9-2025  
OF THE GOVERNING BODY  
OF THE BOROUGH OF BLOOMINGDALE**

**AN ORDINANCE OF THE BOROUGH OF BLOOMINGDALE, IN THE COUNTY OF PASSAIC AND STATE OF NEW JERSEY, AMENDING CHAPTER 92 “ZONING” OF THE CODE OF THE BOROUGH OF BLOOMINGDALE**

**WHEREAS**, the Borough Code currently sets forth the standards and requirements for accessory structures;  
and

**WHEREAS**, the Ordinance Review Committee has reviewed the Code and recommended certain changes be made; and

**WHEREAS**, the Borough Council has reviewed and accepted the recommended changes as being in the best interest of the Borough.

**NOW THEREFORE BE IT ORDAINED**, by the Council of the Borough of Bloomingdale, in the County of Passaic, and State of New Jersey, as follows:

**SECTION 1.** Chapter 92 “Zoning”, Section 92-17 “Accessory Structures”, shall be amended to read as follows:

**(Deleted material shown with ~~strikeouts~~, added material is underscored)**

**§ 92-17. Accessory structures.**

**A. Maximum size regulations.**

- (1) The maximum permitted height of accessory structures shall be 1 1/2 stories or 15 feet.
- (2) The maximum permitted total footprint square footage of all accessory structures on a residential lot less than three (3) acres shall not exceed the lesser of the footprint square footage of the principal dwelling structure or two thousand (2000) square feet.
- (3) The maximum permitted total footprint square footage of all accessory structures on a residential lot three (3) acres or more shall not exceed the lesser of one and one-half (1 ½) percent of the lot square footage or two thousand (2000) square feet.
- (4) The maximum permitted total footprint square footage of all accessory structures on any residential lot shall not cause maximum permitted lot and building coverages to be exceeded.

**B. Minimum yard regulations.**

- (1) Unattached accessory structures in residential districts. Accessory structures which are not attached to a principal structure may be erected within one of the side yards or within the rear yard in accordance with the following setback requirements:
  - (a) Front yard: 50 feet for lots less than three (3) acres and 75 feet for lots three (3) acres or more.
  - (b) Side yard (interior lot): five feet for lots less than three (3) acres and 20 feet for lots three (3) acres or more.
  - (c) Side yard (corner lot): same as for principal structures.
  - (d) Rear yard: five feet for lots less than three (3) acres and 20 feet for lots three (3) acres or more.
  - (e) Accessory structures shall not be closer to a principal structure than 10 feet for lots less than three (3) acres and 20 feet for lots three (3) acres or more.
- (2) Swimming pools. Permanent swimming pools shall be subject to yard requirements covered in Chapter 16, Swimming Pools, in the Revised General Ordinances of the Borough of Bloomingdale.
- (3) Attached accessory structures in residential districts. When an accessory structure is attached to the principal building, it shall comply in all aspects to the requirements of this chapter applicable to the principal building.
- (4) Non-dwelling accessory structures in other districts. Non-dwelling accessory structures shall comply with front and side yard requirements for the principal structure to which they are accessory and shall be not closer to any rear property line than 10 feet; except that where the rear property line shall abut a residential district, the rear yard requirements for the principal structure in that zone district shall apply to all accessory structures.

**C. Accessory structures shall not be utilized as a dwelling structure.**

**D. Flag poles in residential districts may be placed in residential yards, provided the following setbacks are met:**

- (1) Front yard: 10 feet.
- (2) Side yard: 10 feet.
- (3) Flag poles must be no closer to a principal structure than 10 feet.

All other portions of this Section not addressed herein shall remain unchanged.

**SECTION 2.** All ordinances or parts of ordinances of the Borough of Bloomingdale inconsistent herewith are repealed to the extent of such inconsistency.

**SECTION 3.** If any section, subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court or competent jurisdiction, such decision shall not affect the remaining portion of this Ordinance.

**SECTION 4.** This Ordinance shall take effect immediately upon final passage, approval and publication as required by law.

ATTEST:

BOROUGH OF BLOOMINGDALE  
COUNTY OF PASSAIC  
STATE OF NEW JERSEY

\_\_\_\_\_  
Breeanna Smith, Clerk

By: \_\_\_\_\_  
John D’Amato, Mayor

**Public Hearing:**

At this time YAZDI made a motion to open the Public Hearing for comment; seconded by HUDSON and carried on a voice vote all voting AYE.

Since there was no one who wished to speak HUDSON made a motion to close the public hearing; motion was seconded by YAZDI and carried on voice vote all members voting AYE; none were opposed.

**Adoption:**

YAZDI made motion for adoption; the motion was seconded by BRONKHURST and carried per the following roll call vote: CATALANO (YES), GRAZIANO (YES), HUDSON (YES), SCHUBERT (YES), YAZDI (YES), BRONKHURST (YES)

**B. Second/Final Reading & Public Hearing:**

***Ordinance No. 10-2025:*** Authorizing & Confirming Special Assessments for Hilltop Terrace Sidewalks

The Municipal Clerk, Breeanna Smith, read the Public Notice statement.

HUDSON moved that the Ordinance be read by title; seconded by YAZDI and carried on voice vote – all members present voting AYE

The Municipal Clerk read the following Ordinance by title:

**ORDINANCE NO. 10-2025  
OF THE GOVERNING BODY  
OF THE BOROUGH OF BLOOMINGDALE**

**AN ORDINANCE OF THE BOROUGH OF BLOOMINGDALE, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING AND CONFIRMING THE SPECIAL ASSESSMENTS CALCULATED PURSUANT TO STATUTE AND SET FORTH IN THE REPORT OF DARMOFALSKI ENGINEERING ASSOCIATES, INC. IN CONNECTION WITH THE HILLTOP TERRACE SIDEWALK IMPROVEMENTS TO BE PAID IN INSTALLMENTS OVER THE COURSE OF TEN (10) YEARS**

**WHEREAS**, the Borough Council adopted Bond Ordinance 21-2022 which authorized the issuance of bonds or notes to finance portions of the Hilltop Terrace Improvement Project not paid for through grants and authorized institution of a special assessment for recovery of that portion of the project which benefitted residents’ property; and

**WHEREAS**, upon completion of the project and calculation of the assessment for each property owner, Darmofalski Engineering Associates, Inc. issued a final report setting forth such assessments; and

**WHEREAS**, after due notices were given, a public hearing was held on April 15, 2025 pursuant to N.J.S.A. §40:56-25 and

**WHEREAS**, the Borough Council has considered the assessment report submitted by Darmofalski Engineering Associates, Inc. in connection with the assessment of benefit conferred upon lots and parcels of land by reason of the installation of sidewalks on Hilltop Terrace as part of the Hilltop Terrace Improvement Project in accordance with Bond Ordinance No. 21-2022 adopted on September 6, 2022; and

**WHEREAS**, the Borough Council finds that the appropriate notice has been given to the benefitted property owners pursuant to N.J.S.A. §40:56-25 and N.J.S.A. §40:56-30 and that the report is in proper form.

**NOW, THEREFORE, BE IT ORDAINED** by the Borough Council of the Borough of Bloomingdale, in the County of Passaic, State of New Jersey as follows:

1. The cost of the sidewalk improvements shall be assessed against all benefiting properties as listed in the Darmofalski Engineering Associates, Inc. report attached hereto as Exhibit A as of March, 2025.
2. The special assessments assigned to the Hilltop Terrace property owners as set forth in Exhibit A are hereby adopted and confirmed.
3. The procedures for making and collecting this special assessment, which are set forth in N.J.S.A. §40:56-1 *et seq.* and N.J.S.A. §40:65-1 *et seq.*, have been followed in developing the information contained in Exhibit A.
4. Pursuant to N.J.S.A. §40:56-33, the special assessment shall be a lien on the property paramount to all prior or subsequent alienations and descents of such real estate or encumbrances thereon. A record of this paramount lien shall be maintained in accordance with N.J.S.A. §40:56-41.3.
5. Each Hilltop Terrace property owner may make a lump sum payment of the full assessment amount within sixty (60) days of the effective date of adoption of this Ordinance which sets the special assessment, or at any time thereafter, or may pay said amount in installment payments to be made over a period of ten (10) years in accordance with the notices to be provided by the Borough Tax Collector pursuant to N.J.S.A. §40:56-35.
6. Bills for the special assessment will be sent out by the Borough Tax Collector annually.
7. If any payment is not made, except for good cause, the Borough has the right to demand payment of the entire assessment, less amounts already remitted, in full be made within fifteen (15) days of the date of demand. If full payment is not made, the Borough may pursue all legal options, including filing a lien against the property or forcing sale of the property.
8. Pursuant to N.J.S.A. §40:56-35, the governing body may permit any person who is delinquent in the payment of such an installment to pay only the amount of the delinquent payment and any interest on the delinquent payment that has accrued from the date that the installment was due and payable until the date that payment of the delinquent installment is made. After the delinquent installment is satisfied, the person assessed shall be reinstated on a regular installment payment schedule. This accommodation shall be permitted to a property owner only once throughout the course of the ten (10) years of repayment.
9. The Borough Tax Collector shall be provided with a copy of this Ordinance and is hereby directed to proceed with the collection of the assessments herein.
10. All ordinances or parts of ordinances of the Borough of Bloomingdale inconsistent herewith are repealed to the extent of such inconsistency.
11. If any section, subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court or competent jurisdiction, such decision shall not affect the remaining portion of this Ordinance.
12. This ordinance shall take effect immediately upon final passage, approval and publication as required by law.

**Public Hearing:**

At this time YAZDI made a motion to open the Public Hearing for comment; seconded by BRONKHURST and carried on a voice vote all voting AYE.

Since there was no one who wished to speak HUDSON made a motion to close the public hearing; motion was seconded by YAZDI and carried on voice vote all members voting AYE; none were opposed.

**Adoption:**

YAZDI made motion for adoption; the motion was seconded by GRAZIANO and carried per the following roll call vote: GRAZIANO (YES), HUDSON (YES), SCHUBERT (YES), YAZDI (YES), BRONKHURST (YES), CATALANO (YES)

**C. Second/Final Reading & Public Hearing:**

***Ordinance No. 11-2025:*** Authorizing & Confirming Special Assessments for Orchard Street & Wallace Avenue Sidewalks

The Municipal Clerk, Breeanna Smith, read the Public Notice statement.

HUDSON moved that the Ordinance be read by title; seconded by YAZDI and carried on voice vote – all members present voting AYE

The Municipal Clerk read the following Ordinance by title:

**ORDINANCE NO. 11-2025  
OF THE GOVERNING BODY  
OF THE BOROUGH OF BLOOMINGDALE**

**AN ORDINANCE OF THE BOROUGH OF BLOOMINGDALE, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING AND CONFIRMING THE SPECIAL ASSESSMENTS CALCULATED PURSUANT TO STATUTE AND SET FORTH IN THE REPORT OF DARMOFALSKI ENGINEERING ASSOCIATES, INC. IN CONNECTION WITH THE ORCHARD STREET & WALLACE AVENUE SIDEWALK IMPROVEMENTS TO BE PAID IN INSTALLMENTS OVER THE COURSE OF TEN (10) YEARS**

**WHEREAS**, the Borough Council adopted Bond Ordinance 21-2023 which authorized the issuance of bonds or notes to finance portions of the Orchard Street & Wallace Avenue Improvement Project not paid for through grants and authorized institution of a special assessment for recovery of that portion of the project which benefitted residents' property; and

**WHEREAS**, upon completion of the project and calculation of the assessment for each property owner, Darmofalski Engineering Associates, Inc. issued a final report setting forth such assessments; and

**WHEREAS**, after due notices were given, a public hearing was held on April 15, 2025 pursuant to N.J.S.A. §40:56-25 and

**WHEREAS**, the Borough Council has considered the assessment report submitted by Darmofalski Engineering Associates, Inc. in connection with the assessment of benefit conferred upon lots and parcels of land by reason of the installation of sidewalks on Orchard Street & Wallace Avenue as part of the Orchard Street & Wallace Avenue Improvement Project in accordance with Bond Ordinance No. 21-2023 adopted on July 18, 2023; and

**WHEREAS**, the Borough Council finds that the appropriate notice has been given to the benefitted property owners pursuant to N.J.S.A. §40:56-25 and N.J.S.A. §40:56-30 and that the report is in proper form.

**NOW, THEREFORE, BE IT ORDAINED** by the Borough Council of the Borough of Bloomingdale, in the County of Passaic, State of New Jersey as follows:

13. The cost of the sidewalk improvements shall be assessed against all benefiting properties as listed in the Darmofalski Engineering Associates, Inc. report attached hereto as Exhibit A as of March, 2025.
14. The special assessments assigned to the Orchard Street & Wallace Avenue property owners as set forth in Exhibit A are hereby adopted and confirmed.
15. The procedures for making and collecting this special assessment, which are set forth in N.J.S.A. §40:56-1 *et seq.* and N.J.S.A. §40:65-1 *et seq.*, have been followed in developing the information contained in Exhibit A.
16. Pursuant to N.J.S.A. §40:56-33, the special assessment shall be a lien on the property paramount to all prior or subsequent alienations and descents of such real estate or encumbrances thereon. A record of this paramount lien shall be maintained in accordance with N.J.S.A. §40:56-41.3.
17. Each Orchard Street & Wallace Avenue property owner may make a lump sum payment of the full assessment amount within sixty (60) days of the effective date of adoption of this Ordinance which sets the special assessment, or at any time thereafter, or may pay said amount in installment payments to be made over a period of ten (10) years in accordance with the notices to be provided by the Borough Tax Collector pursuant to N.J.S.A. §40:56-35.
18. Bills for the special assessment will be sent out by the Borough Tax Collector annually.
19. If any payment is not made, except for good cause, the Borough has the right to demand payment of the entire assessment, less amounts already remitted, in full be made within fifteen (15) days of the date of demand. If full payment is not made, the Borough may pursue all legal options, including filing a lien against the property or forcing sale of the property.
20. Pursuant to N.J.S.A. §40:56-35, the governing body may permit any person who is delinquent in the payment of such an installment to pay only the amount of the delinquent payment and any interest on the delinquent payment that has accrued from the date that the installment was due and payable until the date that payment of the delinquent installment is made. After the delinquent installment is satisfied, the

person assessed shall be reinstated on a regular installment payment schedule. This accommodation shall be permitted to a property owner only once throughout the course of the ten (10) years of repayment.

- 21. The Borough Tax Collector shall be provided with a copy of this Ordinance and is hereby directed to proceed with the collection of the assessments herein.
- 22. All ordinances or parts of ordinances of the Borough of Bloomingdale inconsistent herewith are repealed to the extent of such inconsistency.
- 23. If any section, subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court or competent jurisdiction, such decision shall not affect the remaining portion of this Ordinance.
- 24. This ordinance shall take effect immediately upon final passage, approval and publication as required by law.

**Public Hearing:**

At this time HUDSON made a motion to open the Public Hearing for comment; seconded by YAZDI and carried on a voice vote all voting AYE.

Since there was no one who wished to speak YAZDI made a motion to close the public hearing; motion was seconded by CATALANO and carried on voice vote all members voting AYE; none were opposed.

**Adoption:**

YAZDI made motion for adoption; the motion was seconded by HUDSON and carried per the following roll call vote: HUDSON (YES), SCHUBERT (YES), YAZDI (YES), BRONKHURST (YES), CATALANO (YES), GRAZIANO (YES)

**D. Second/Final Reading & Public Hearing:**

***Ordinance No. 12-2025:*** Amend Ch. 2-80 (Junior Academy Fees)

The Municipal Clerk, Breeanna Smith, read the Public Notice statement.

HUDSON moved that the Ordinance be read by title; seconded by YAZDI and carried on voice vote – all members present voting AYE

The Municipal Clerk read the following Ordinance by title:

**ORDINANCE NO. 12-2025  
OF THE GOVERNING BODY OF  
THE BOROUGH OF BLOOMINGDALE**

**AN ORDINANCE OF THE BOROUGH OF BLOOMINGDALE, IN THE COUNTY OF PASSAIC AND STATE OF NEW JERSEY, AMENDING CHAPTER 2 “ADMINISTRATION”, ARTICLE VIII “POLICIES AND PROCEDURES”, SECTION 2-80 “FEES CHARGED FOR MUNICIPAL SERVICES” OF THE CODE OF THE BOROUGH OF BLOOMINGDALE**

**WHEREAS**, the Borough Code currently sets forth certain fees for municipal services; and

**WHEREAS**, the Chief of Police, Daniel Greenwood, has requested the fee range for the Summer Junior Police Academy be adjusted to cover the rising costs of the program; and

**NOW THEREFORE BE IT ORDAINED**, by the Council of the Borough of Bloomingdale, in the County of Passaic, and State of New Jersey, as follows:

**SECTION 1.** Chapter 2 “Administration”, Article VIII “Policies and Procedures”, Section 2-80 “Fees Charged for Municipal Services” item y. shall be amended as follows:

(deleted material shown with ~~strikeouts~~, added material is underscored)

**§2-80 Fees Charged for Municipal Services.**

y. Summer Junior Police Academy: ~~\$25 to \$75~~ \$50 to \$150

All other portions of this Section remain unchanged.



**SECTION 2.** All ordinances or parts of ordinances of the Borough of Bloomingdale inconsistent herewith are repealed to the extent of such inconsistency.

**SECTION 3.** If any section, subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court or competent jurisdiction, such decision shall not affect the remaining portion of this Ordinance.

**SECTION 4.** This law shall take effect immediately upon final passage, approval and publication as required by law.

**Public Hearing:**

At this time GRAZIANO made a motion to open the Public Hearing for comment; seconded by CATALANO and carried on a voice vote all voting AYE.

Since there was no one who wished to speak YAZDI made a motion to close the public hearing; motion was seconded by GRAZIANO and carried on voice vote all members voting AYE; none were opposed.

**Adoption:**

HUDSON made motion for adoption; the motion was seconded by YAZDI and carried per the following roll call vote: SCHUBERT (YES), YAZDI (YES), BRONKHURST (YES), CATALANO (YES), GRAZIANO (YES), HUDSON (YES)

**E. Second/Final Reading & Public Hearing:**

***Ordinance No. 13-2025:*** Amend Ch. 9 (Procurement Card)

The Municipal Clerk, Breeanna Smith, read the Public Notice statement.

HUDSON moved that the Ordinance be read by title; seconded by YAZDI and carried on voice vote – all members present voting AYE

The Municipal Clerk read the following Ordinance by title:

**ORDINANCE NO. 13-2025  
OF THE GOVERNING BODY  
OF THE BOROUGH OF BLOOMINGDALE**

**AN ORDINANCE OF THE BOROUGH OF BLOOMINGDALE, IN THE COUNTY OF PASSAIC AND STATE OF NEW JERSEY, AMENDING CHAPTER 9 “PERSONNEL POLICIES” OF THE CODE OF THE BOROUGH OF BLOOMINGDALE**

**WHEREAS**, the Borough vendors are moving away from acceptance of Purchase Orders for payment in order to secure necessary goods and services; and

**WHEREAS**, this development has resulted in delays in acquisitions and in various methods of resolution; and

**WHEREAS**, the Borough Administration, CFO and QPA have reviewed the situation and recommended a process whereby the use of procurement cards is to be authorized and amendment to the Borough Code be made to implement this process; and

**WHEREAS**, the Borough Council has reviewed and accepted the recommended changes as being in the best interest of the Borough.

**NOW THEREFORE BE IT ORDAINED**, by the Council of the Borough of Bloomingdale, in the County of Passaic, and State of New Jersey, as follows:

**SECTION 1.** Chapter 9 “Personnel Policies” shall be amended to add Article III “Finance Department Policies” to read as follows:

§9-15 Procurement Cards

§9-15.1 **Purpose.**

The purpose of this Section is to set forth the standards for the use of procurement cards by the Borough for the acquisition of goods and services under the limited circumstances permitted by N.J.S.A. 40A:5-16(c), as may be amended from time to time.

**§9-15.2 Definitions.**

Words and terms as used in this article are intended to have the meaning set forth in N.J.A.C. 5:30-9A.2, as may be amended from time to time.

**§9-15.3 Issuance of procurement cards.**

Procurement cards shall be issued in the names of specific individuals. A procurement card shall not be issued unless it can be shown that such issuance is necessary for the conduct of ongoing operations in the normal course of providing government services.

**§9-15.4 Training required.**

- (a) All authorized procurement card users, individuals responsible for supervisory review, individuals responsible for activity reconciliations, the Program Manager, and the CFO shall be required to complete training on the Borough's policies and procedures governing the use of procurement cards to acquire goods and services on behalf of the Borough.
- (b) Prior to implementation of the procurement card program, the CFO and Program Manager shall receive training in all aspects of the system.
- (c) The CFO and Program Manager, with the advice and consent of the Finance Committee, shall identify positions within the Borough that will benefit from use of a procurement card, establish spending limits, period and categories of permissible use, and organize training for each individual whose duties may at any time include the use of a procurement card, supervisory review or reconciliation of activity in the Procurement Card ("P-Card") program, and which positions shall be approved by the Borough Council. The Program Manager shall notify, in writing, every employee so identified to obtain his/her consent for the required training. Employees may decline the responsibility associated with becoming a procurement card user without any negative consequences. However, if the employee declines, he or she shall not be eligible to utilize a P-Card.
- (d) The Program Manager shall initiate training for all authorized procurement card users, individuals responsible for supervisory review, individuals responsible for activity reconciliations. The topics the Program Manager shall cover in procurement card user training include the following:
  - (1) Explanation of the state regulations and benefits of P-Card usage.
  - (2) Borough policies and procedures regarding P-Card usage.
  - (3) Requirement for expeditious submittal of receipts to the Program Manager within 48 hours of use.
  - (4) Requirement of expeditious handling of returns within 48 hours of determination that a return is necessary or appropriate to ensure the Borough is not billed for the goods or services, or is receiving proper credit.
  - (5) Explanation that procurement card users may only use P-Cards at preapproved vendors for preapproved merchant codes as established by the Chief Financial Officer and Program Manager.
  - (6) Explanation that the use of the P-Card for travel, room and board, or for cash advances is expressly prohibited.
  - (7) Requirement that lost or stolen P-Cards are to be reported immediately to the Chief Financial Officer or Program Manager, who will in turn immediately cancel said P-Card.
  - (8) Requirement that the P-Card shall be relinquished to the Chief Financial Officer and Program Manager upon retirement, termination of employment or other circumstances where the employee's P-Card privileges are terminated.
  - (9) Requirement that procurement card users shall not permit vendors to retain the P-Card or otherwise institute a "running total" for the P-Card.
  - (10) Requirement that procurement card users shall notify the Chief Financial Officer and Program Manager of suspected fraudulent acts.
  - (11) Explanation that the improper use of a P-Card shall result in the employee being personally responsible for any such payment, and that improper use of the card may result in the termination of the employee's procurement card user privileges and disciplinary action up to and including termination in accordance with the Borough's Personnel Policies and Procedures Manual, as may be amended from time to time.
  - (12) All employees trained in procurement card use, upon completion of the requisite training, shall complete and sign an agreement to abide by the Borough's P-Card policies and procedures, including financial responsibility for misuse of the P-Card, in the form prepared by the Chief Financial Officer and Program Manager and approved by the Borough Council.

**§9-15.5 Procurement card transactional limits and requirements.**

The use of procurement cards is authorized and permitted in the following circumstances:

- (a) When payment to the vendor is required in advance of the delivery of certain goods or services that cannot be obtained from any other source at a comparable price;
- (b) When ordering, billing and payment transactions for goods or services are made through a computerized electronic transaction; or
- (c) When an individual transaction does not exceed either 15% of the statutory bid threshold or the Borough's established threshold if less than 15% of the statutory bid threshold. The statutory bid threshold and the Borough's established threshold shall be provided to authorized P-Card users on an annual basis.
- (d) The maximum threshold on procurement card transactions specified in Paragraphs (a) through (c) above cannot exceed either 15% of the local unit's bid threshold or Borough's established threshold if less than above. In no circumstance should expenditures exceed what was appropriated.
- (e) Items purchased under the P-card program must be tangible supplies, parts or materials necessary for ongoing operation and function of the Borough (for example, office supplies, auto supplies) or nontangible items (for example, publications, conference and training fees), or items purchased in transactions where vendor certification would not normally be readily available at the time of purchase.

**§9-15.6 Prohibited transactions.**

Authorized procurement card users are prohibited from using procurement cards for personal business, for any circumstances that are not authorized in N.J.S.A. 40A:5-16(c) or N.J.A.C. 5:30-9A.3, or to purchase personal property or services, including travel and dining expenses for government employees, volunteers, or officials. Existing law, N.J.S.A. 40A:5-16.1, provides mechanisms for employees to receive travel and expense funds in advance.

**§9-15.7 Fidelity bond or blanket honesty policy coverage.**

A procurement card shall only be issued to individuals who are covered by a fidelity bond or by a blanket honesty policy held by the Borough of Bloomingdale. If an individual to whom a procurement card has been issued becomes ineligible for coverage under the fidelity bond or blanket honesty policy, that individual's procurement card shall be cancelled.

**§9-15.8 Documentation of procurement card transactions.**

At the time of a procurement card transaction, authorized procurement card users shall obtain and retain the original receipts. When procurement cards are used to purchase goods over the internet, telephone or fax, such purchases must be evidenced by an order confirmation along with either the original packing slip that accompanied the purchased goods or an itemized receipt. A voucher must be prepared at least on a monthly basis detailing expenditures with all receipts noted above attached.

**§9-15.9 Procurement card program oversight, management, control and monitoring.**

The day-to-day oversight and management of the procurement card program and procurement card usage, including management of supervisory review and reconciliation of procurement card activity, shall be the responsibility of the appointed Program Manager, or if no Program Manager is appointed by the Borough, then by the Chief Financial Officer who shall serve as the Program Manager, to assure that all controls are actively pursued each cycle without exception.

**§9-15.10 Other laws applicable.**

Use of the procurement card does not change or eliminate any bid thresholds or other limits set forth in the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.

**§9-15.11 Violations.**

Violations of the Borough's policies and procedures governing the use of procurement cards shall result in appropriate disciplinary action as outlined in the Personnel Policies and Procedures Manual, Borough of Bloomingdale, without regard to the position held by the card user.

**SECTION 2.** All ordinances or parts of ordinances of the Borough of Bloomingdale inconsistent herewith are repealed to the extent of such inconsistency.

**SECTION 3.** If any section, subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court or competent jurisdiction, such decision shall not affect the remaining portion of this Ordinance.

**SECTION 4.** This Ordinance shall take effect immediately upon final passage, approval and publication as required by law.

**Public Hearing:**

At this time YAZDI made a motion to open the Public Hearing for comment; seconded by HUDSON and carried on a voice vote all voting AYE.

Since there was no one who wished to speak YAZDI made a motion to close the public hearing; motion was seconded by BRONKHURST and carried on voice vote all members voting AYE; none were opposed.

**Adoption:**

YAZDI made motion for adoption; the motion was seconded by HUDSON and carried per the following roll call vote: YAZDI (YES), BRONKHURST (YES), CATALANO (YES), GRAZIANO (YES), HUDSON (YES), SCHUBERT (YES)

**NEW BUSINESS**

- A. Adoption of Resolution No. 2025-5.8:** Authorize NJ State Contract (US Bank – Procurement Card Services)  
**Motion:** Ray Yazdi  
**Second:** David Bronkhurst  
**Roll Call Vote:** BRONKHURST (YES), CATALANO (YES), GRAZIANO (YES), HUDSON (YES), SCHUBERT (YES), YAZDI (YES)
- B. Adoption of Resolution No. 2025-5.9:** Establishing Policy & Procedure for ACH & Wire Transfer Payments  
**Motion:** David Bronkhurst  
**Second:** Dawn Hudson  
**Roll Call Vote:** CATALANO (YES), GRAZIANO (YES), HUDSON (YES), SCHUBERT (YES), YAZDI (YES), BRONKHURST (YES)
- C. Adoption of Resolution No. 2025-5.10:** Shared Service Agmt Renewal (Po Lks – Mechanical)  
**Motion:** David Bronkhurst  
**Second:** John Graziano  
**Roll Call Vote:** GRAZIANO (YES), HUDSON (YES), SCHUBERT (YES), YAZDI (YES), BRONKHURST (YES), CATALANO (YES),
- D. Adoption of Resolution No. 2025-5.11:** Amendment of Shared Service Agmt (Po Lks – Mechanical)  
**Motion:** David Bronkhurst  
**Second:** Ray Yazdi  
**Roll Call Vote:** HUDSON (YES), SCHUBERT (YES), YAZDI (YES), BRONKHURST (YES), CATALANO (YES), GRAZIANO (YES)
- E. Introduction of Ordinance No. 14-2025:** Amend Ch. 7 (Blockage of Intersection)  
A motion was made by YAZDI to introduce the Ordinance by title; second and final reading/ public hearing will be on May 20, 2025 at 7 PM; the motion was seconded by BRONKHURST and carried on the following voice vote: all members present voting AYE, in favor; none were opposed.

The Municipal Clerk read by Title:

**AN ORDINANCE OF THE BOROUGH OF BLOOMINGDALE, IN THE COUNTY OF PASSAIC AND STATE OF NEW JERSEY, AMENDING CHAPTER 7 “TRAFFIC”, PART I “ON-STREET TRAFFIC REGULATIONS” TO ADD SECTION 7-27 “BLOCKAGE OF INTERSECTIONS” OF THE CODE OF THE BOROUGH OF BLOOMINGDALE**

\*Michael Sondermeyer explained the recommendation from the traffic patrol to add don't block the box at 3 intersections.

**LATE PUBLIC COMMENT:**

HUDSON opened the meeting to late public comment; seconded by YAZDI and carried on voice vote, all in favor voting AYE. Since there was no one who wished to speak, HUDSON moved that it be closed; second by YAZDI and carried on voice vote all members voting (AYE), none were opposed.

**MOTION FOR EXECUTIVE SESSION**

**Resolution 2025-5.12**

**A. Two Matters – Atty/Client Privilege (Contract Negotiations)**

**Motion** to enter executive session: Dawn Hudson

**Second:** David Bronkhurst

**Voice Vote:** all members present voting AYE; none were opposed.

[entered at 7:34PM]

[resumed in open session at 8:23PM]

**CONSIDERATION OF EXECUTIVE SESSION BUSINESS  
WITH PUBLIC COMMENT**

**A. Introduction Ordinance No. 15-2025:** Authorizing Sale of Property known as Block: 5105 Lot 14.01

A motion was made by YAZDI to introduce the Ordinance by title; second and final reading/ public hearing will be on June 17, 2025 at 7 PM; the motion was seconded by BRONKHURST and carried on the following voice vote: all members present voting AYE, in favor; none were opposed.

The Municipal Clerk read by Title:

**AN ORDINANCE OF THE BOROUGH OF BLOOMINGDALE, IN THE  
COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE  
SALE OF PROPERTY KNOWN AS BLOCK 5105, LOT 14.01**

**B. Introduction Ordinance No. 16-2025:** Amending the Meer Tract Redevelopment Plan

A motion was made by HUDSON to introduce the Ordinance by title; second and final reading/ public hearing will be on June 17, 2025 at 7 PM; the motion was seconded by YAZDI and carried on the following voice vote: all members present voting AYE, in favor; none were opposed.

The Municipal Clerk read by Title:

**AN ORDINANCE OF THE BOROUGH OF BLOOMINGDALE, COUNTY OF  
PASSAIC, STATE OF NEW JERSEY, AMENDING THE MEER TRACT  
REDEVELOPMENT PLAN**

**GOVERNING BODY SCHEDULE**

- A. May 20, 2025 7 PM – Regular Meeting**
- B. June 3, 2025 6 PM – Workshop Meeting**
- C. June 17, 2025 7 PM – Regular Meeting**

**ADJOURNMENT:**

Since there was no further business to be conducted, HUDSON moved to adjourn at 8:25PM; seconded by YAZDI and carried on voice vote with all Council Members voting AYE.

Breeanna Smith, RMC  
Municipal Clerk

**May 6, 2025 RESOLUTIONS**

**RESOLUTION NO. 2025-5.2  
OF THE GOVERNING BODY OF  
THE BOROUGH OF BLOOMINGDALE**

*Granting Unpaid Sick Leave to Borough Employee*

**WHEREAS**, the Governing Body (“Governing Body”) of the Borough of Bloomingdale (“Borough”) finds and declares that Breeanna Smith (“Employee”) is an employee of the Borough of Bloomingdale; and

**WHEREAS**, the Governing Body further finds and declares that the Employee will be out of work on unpaid sick leave as of May 12, 2025; and

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Bloomingdale does hereby grant unpaid sick leave to Borough Employee, Breeanna Smith, during the period of May 12, 2025 through June 20, 2025; and

**BE IT FURTHER RESOLVED** that the Pension Certification Officer be and is hereby directed to formally notify the Division of Pension and Benefits of said status, if applicable, and to cause the same to be included in the records maintained for said employee.

Adopted: May 6, 2025

Record of Council Vote on Passage									
COUNCIL PERSON	AYE	NAY	Abstain	Absent	COUNCIL PERSON	AYE	NAY	Abstain	Absent
Bronkhurst	X				Hudson	X			
Catalano	X				Schubert	X			
Graziano	X				Yazdi	X			

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Governing Body of the Borough of Bloomingdale at an Official Meeting held on May 6, 2025.

Breeanna Smith, RMC  
Municipal Clerk, Borough of Bloomingdale

**RESOLUTION NO. 2025-5.3  
OF THE GOVERNING BODY OF  
THE BOROUGH OF BLOOMINGDALE**

**CONDITIONAL APPROVAL OF PEDDLER LICENSE**

**WHEREAS**, Section 4-2 [PEDDLERS & HAWKERS] of the code of the Borough of Bloomingdale authorizes the issuance of peddler’s licenses with Borough Council approval; and

**WHEREAS**, the Municipal Clerk has received an application from Suhaib Attyat of Zam Zam Ice Cream, LLC and reported to the Governing Body the applicant has completed all the requirements as required by code & the Chief of Police has endorsed the application; and

**WHEREAS**, the applicant has made aware of the requirement to obtain a food vendor permit from the Board of Health; and

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the Borough of Bloomingdale, County of Passaic, State of New Jersey as follows:

1. The Municipal Clerk may issue a Peddler’s License to Suhaib Attyat of Zam Zam Ice Cream, LLC upon confirmation of an approved food vendor permit from the Board of Health and clearance from the Chief of Police.
2. The peddler’s license shall expire on October 7, 2025.

Record of Council Vote on Passage									
COUNCIL PERSON	AYE	NAY	Abstain	Absent	COUNCIL PERSON	AYE	NAY	Abstain	Absent
Bronkhurst	X				Hudson	X			
Catalano	X				Schubert	X			
Graziano	X				Yazdi	X			

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Governing Body of the Borough of Bloomingdale at an Official Meeting held on May 6, 2025.

Breeanna Smith, RMC  
Municipal Clerk, Borough of Bloomingdale

**RESOLUTION NO. 2025-5.4  
OF THE GOVERNING BODY OF  
THE BOROUGH OF BLOOMINGDALE**

**RESOLUTION OF THE BOROUGH OF BLOOMINGDALE, COUNTY OF PASSAIC  
AND STATE OF NEW JERSEY, AUTHORIZING THE AWARD OF A NON-FAIR AND  
OPEN PROFESSIONAL SERVICE CONTRACT FOR PAYROLL ACCOUNTING  
SERVICES**

**WHEREAS**, the Borough of Bloomingdale has a need for Payroll and Accounting Services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 as appropriate; and

**WHEREAS**, the Local Public Contracts law (N.J.S.A. 40A:11-1, et. seq) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be awarded for public inspection; and

**WHEREAS**, the term of this contract is a two-year contract with a one year extension clause; the commencement date will be from January 1, 2026 through December 31, 2027;

**WHEREAS**, if either party does not terminate this contract in writing ninety days prior to the termination date, then this contract will renew for an additional one (1) year term, ending on **December 31, 2028**;

**WHEREAS**, Action Data Services will provide payroll accounting services as sought by the Borough of Bloomingdale at the annual compensation not to exceed their proposal dated February 25, 2025 on file in the Clerk’s Office; and

**WHEREAS**, Action data Services has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Borough of Bloomingdale with the elected officials in the previous one year, and that the contract will prohibit the firm of Action Data Services from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer, or their designee has certified as to the availability of funds pursuant to N.J.A.C. 5:30-5.4;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Bloomingdale, County of Passaic, State of New Jersey authorizes the Mayor and Municipal Clerk to enter into a contract with Action Data Services as described herein to the satisfaction of the Mayor and Council; and

**BE IT FURTHER RESOLVED**, that the contract, resolution and other pertinent documents shall remain on file in the office of the Municipal Clerk; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Borough’s legal newspaper.

***Record of Council Vote on Passage***

COUNCIL PERSON	AYE	NAY	Abstain	Absent	COUNCIL PERSON	AYE	NAY	Abstain	Absent
Bronkhurst	X				Hudson	X			
Catalano	X				Schubert	X			
Graziano	X				Yazdi	X			

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Governing Body of the Borough of Bloomingdale at an Official Meeting held on May 6, 2025.





**THE BOROUGH OF BLOOMINGDALE**

**AUTHORIZING THE HIRING OF FULL-TIME DPW LABORER**

**WHEREAS**, there exists a need for a full time Laborer within the Department of Public Works; and

**WHEREAS**, this position was publicized, and interviews were held for prospective candidates; and

**WHEREAS**, based on these interviews, the Superintendent, and the Assistant Superintendent of the Department of Public Works, recommend the position be filled by Collin Coulson; and

**NOW, THEREFORE BE IT RESOLVED**, by the Governing Body of the Borough of Bloomingdale, that Collin Coulson be hired on a one-year probationary period as a full-time DPW Laborer, effective May 12, 2025, as per the terms of the CWA Local 1032 DPW contract.

***Record of Council Vote on Passage***

COUNCIL PERSON	AYE	NAY	Abstain	Absent	COUNCIL PERSON	AYE	NAY	Abstain	Absent
Bronkhurst	X				Hudson	X			
Catalano	X				Schubert	X			
Graziano	X				Yazdi	X			

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Governing Body of the Borough of Bloomingdale at an Official Meeting held on May 6, 2025.

\_\_\_\_\_  
Brecanna Smith, RMC  
Municipal Clerk, Borough of Bloomingdale

**RESOLUTION NO. 2025-5.8  
OF THE GOVERNING BODY OF  
THE BOROUGH OF BLOOMINGDALE**

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED  
STATE CONTRACT VENDORS FOR CONTRACTING UNITS  
PURSUANT TO N.J.S.A. 40A:11-12a**

**WHEREAS**, the Borough of Bloomingdale, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Borough of Bloomingdale has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Borough of Bloomingdale intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Bloomingdale authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contracts; and

**BE IT FURTHER RESOLVED**, that the Governing Body of the Borough of Bloomingdale pursuant to N.J.A.C. 5:30-5.5(b), the Chief Financial Officer or their designee has certified the availability of funds in the annexed certification; if applicable.

**BE IT FURTHER RESOLVED**, that the duration of the contracts between the Borough of Bloomingdale and the Referenced State Contract Vendors shall be from May 6, 2025 to December 31, 2025.

Referenced State Contract Vendors

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State Contract #</u>
Procurement Card Services	U.S. Bank National Association	24-TELE-71284 T2551 – Credit Card Payment Processing

*Record of Council Vote on Passage*

COUNCIL PERSON	AYE	NAY	Abstain	Absent	COUNCIL PERSON	AYE	NAY	Abstain	Absent
Bronkhurst	X				Hudson	X			
Catalano	X				Schubert	X			
Graziano	X				Yazdi	X			

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Governing Body of the Borough of Bloomingdale at an Official Meeting held on May 6, 2025.

\_\_\_\_\_  
Breeanna Smith, RMC  
Municipal Clerk, Borough of Bloomingdale

**RESOLUTION NO. 2025-5.9  
OF THE GOVERNING BODY OF  
THE BOROUGH OF BLOOMINGDALE**

**RESOLUTION ESTABLISHING A POLICY AND PROCEDURE FOR ACH (AUTOMATED CLEARING HOUSE) AND WIRE TRANSFER PAYMENTS**

**WHEREAS**, legislative amendments to N.J.A.C. 5:30-9A & N.J.A.C. 5:31-4 have implemented N.J.S.A. 40:5-16.5 to permit all local units to utilize standard electronic funds transfer (EFT) technologies for payment of claims electronically, and

**WHEREAS**, those technologies include automated clearing house (ACH) transactions and wire transfers among others, and

**WHEREAS**, the Borough of Bloomingdale wishes to utilize EFT technologies, specifically ACH & wire transfers, and

**WHEREAS**, the Borough policy and procedures as it relates to ACH & wire transfers is attached to this resolution.

**AND NOW THEREFORE BE IT RESOLVED** that the governing Body of the Borough of Bloomingdale does hereby approve the policies and procedures set forth in the resolution attachment for the use of Electronic Funds Transfer (EFT) technologies as it relates to ACH and wire transfers.

*Record of Council Vote on Passage*

COUNCIL PERSON	AYE	NAY	Abstain	Absent	COUNCIL PERSON	AYE	NAY	Abstain	Absent
Bronkhurst	X				Hudson	X			
Catalano	X				Schubert	X			
Graziano	X				Yazdi	X			

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Governing Body of the Borough of Bloomingdale at an Official Meeting held on May 6, 2025.

Brecanna Smith, RMC  
Municipal Clerk, Borough of Bloomingdale

**POLICY AND PROCEDURE FOR ACH (AUTOMATED CLEARING HOUSE) AND WIRE TRANSFER PAYMENTS**

**Automated Clearing House (ACH)** - The requisition and purchase order system will be utilized for all purchases. ACH applies to the methodology by which a vendor will get paid. All ACH transactions will follow the existing policy and procedure that is utilized for the issuance of paper checks, which is all paperwork requesting payment to a vendor will be submitted to the Finance Department for review. The Finance Department will process the payment as if it was being processed by check. They will generate a bills list to be approved by the Governing Body. Once approved, the CFO, Treasurer or other designated bank signator will transmit to the Bank two files of payments. One file representing paper checks to be issued. The paper check file is sent to the bank for security purposes under the bank's Positive Pay Program whereby the bank has a list of every check to be issued before it gets released. The second file represents ACH payments to be made. Finance Department personnel will upload a file from our accounting software into the bank's software. They will then generate an ACH file on the bank's portal to transmit funds from the Borough's bank account to the vendor's bank account. The file that is generated will be reviewed and approved for release on the bank's website by the Governing Body. Once approved, the vendors will be paid via ACH. Under no circumstances shall an ACH file be approved by the same person that created it and uploaded it to the bank's website.

**Wire Transfer** – Wire Transfers will be utilized for the following purposes

- i. Health Insurance
- ii. Debt Service
- iii. Payroll Transactions (gross pay and deductions)
- iv. Private Industry Council Funding
- v. Utilities, (only where nonpayment would result in the Borough's inability to operate)
- vi. State & County obligations

Wire Transfers will be initiated in the Borough's bank portal by the CFO, Treasurer, or other designee. The wire will be approved by the Governing Body or the Borough Administrator but under no circumstances shall a wire be approved by the same person that initiated the wire. All wires are initiated and approved in the banking system software. The Treasurer will be responsible for the timely posting of the wire to the Borough's accounting software. All supporting documentation for wire transfers will be maintained in a file in the Department of Finance.

**RESOLUTION NO. 2025-5.10  
OF THE GOVERNING BODY OF  
THE BOROUGH OF BLOOMINGDALE**

**RESOLUTION AUTHORIZING THE SHARED SERVICES AGREEMENT  
FOR MECHANICAL SERVICES FOR MUNICIPAL VEHICLES FOR THE  
DEPARTMENT OF PUBLIC WORKS, THE POLICE DEPARTMENT AND  
THE FIRE DEPARTMENT BETWEEN THE BOROUGH OF POMPTON  
LAKES AND THE BOROUGH OF BLOOMINGDALE**

**WHEREAS**, the Borough of Pompton Lakes has the need for Mechanical Services for municipal vehicles for the departments of Public Works, Police, and Fire; and

**WHEREAS**, the Borough of Bloomingdale has the ability to provide these mechanical services for the above municipal vehicles; and

**WHEREAS**, accordingly, the Borough of Bloomingdale and the Borough of Pompton Lakes desire to enter into this Interlocal Shared Services Agreement (“Agreement”) through which the Borough of Bloomingdale shall provide mechanical services for the Borough of Pompton Lakes; and

**WHEREAS**, said agreement shall be effective for a period of one (1) year,

commencing on January 1, 2025 and terminating December 31, 2025.; and

**WHEREAS**, execution of said agreement is authorized pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seg.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Bloomingdale, in the County of Passaic, and State of New Jersey that the Mayor and Borough Clerk are hereby authorized to execute an Interlocal Shared Services Agreement with the Borough of Pompton Lakes for mechanical services; and

**BE IT FURTHER RESOLVED** that the Interlocal Shared Services Agreement shall take effect upon the adoption of appropriate resolutions by all the parties thereto, and execution of agreements authorized thereunder as set forth in the agreement. Said agreement is on file in the Office of the Clerk for inspection by the public.

This Resolution shall take effect immediately.

*Record of Council Vote on Passage*

COUNCIL PERSON	AYE	NAY	Abstain	Absent	COUNCIL PERSON	AYE	NAY	Abstain	Absent
Bronkhurst	X				Hudson	X			
Catalano	X				Schubert	X			
Graziano	X				Yazdi	X			

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Governing Body of the Borough of Bloomingdale at an Official Meeting held on May 6, 2025.

Brecanna Smith, RMC  
Municipal Clerk, Borough of Bloomingdale

**RESOLUTION NO. 2025-5.11**  
**OF THE GOVERNING BODY OF**  
**THE BOROUGH OF BLOOMINGDALE**

**RESOLUTION AUTHORIZING THE SHARED SERVICE RENEWAL AGREEMENT FOR MECHANICAL SERVICES FOR MUNICIPAL VEHICLES FOR THE POLICE DEPARTMENT AND THE FIRE DEPARTMENT BETWEEN THE BOROUGH OF POMPTON LAKES AND THE BOROUGH OF BLOOMINGDALE**

**WHEREAS**, the Governing Body previously authorized a 1-year renewal agreement with the Borough of Pompton Lakes for Mechanical Services via Resolution No. 2025-5.10; and

**WHEREAS**, after consideration the Borough of Pompton Lakes desires to amend the existing contract to remove the responsibility for maintenance of Department of Public Works (DPW) vehicles, effective June 1, 2025; and

**WHEREAS**, accordingly, the Borough of Bloomingdale and the Borough of Pompton Lakes desire to enter into this amended Interlocal Shared Services Agreement (“Agreement”) through which the Borough of Bloomingdale shall provide mechanical services for the Borough of Pompton Lakes; and

**WHEREAS**, said amended agreement shall be, effective on June 1, 2025 and terminating December 31, 2025.; and

**WHEREAS**, execution of said agreement is authorized pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seg.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Bloomingdale, in the County of Passaic, and State of New Jersey that the Mayor and Borough Clerk are hereby authorized to execute an Interlocal Shared Services Agreement with the Borough of Pompton Lakes for mechanical services; and

**BE IT FURTHER RESOLVED** that the Interlocal Shared Services Agreement shall take effect upon the adoption of appropriate resolutions by all the parties thereto, and execution of agreements authorized thereunder as set forth in the agreement. Said agreement is on file in the Office of the Clerk for inspection by the public.

This Resolution shall take effect immediately.

*Record of Council Vote on Passage*

COUNCIL PERSON	AYE	NAY	Abstain	Absent	COUNCIL PERSON	AYE	NAY	Abstain	Absent
Bronkhurst	X				Hudson	X			
Catalano	X				Schubert	X			
Graziano	X				Yazdi	X			

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Governing Body of the Borough of Bloomingdale at an Official Meeting held on May 6, 2025.

Brecanna Smith, RMC  
Municipal Clerk, Borough of Bloomingdale

**RESOLUTION NO. 2025-5.12  
OF THE GOVERNING BODY OF  
THE BOROUGH OF BLOOMINGDALE**

**MOTION FOR EXECUTIVE SESSION**

**WHEREAS**, prior to the conclusion of this Council Meeting, the Governing Body shall meet in Executive Session, from which the public shall be excluded, to discuss matters as permitted pursuant to N.J.S.A. 10:4-12, sub-section (s) (b):

1. Confidential or excluded matters, by express provision of Federal law or State statute or rule of court.
2. A matter in which the release of information would impair a right to receive funds from the Government of the United States.
3. Material the disclosure of which constitutes an unwarranted invasion of individual privacy.
4. A collective bargaining agreement including negotiations.
5. Purchase, lease or acquisition of real property, setting of banking rates or investment of public funds, where it could adversely affect the public interest if disclosed.
6. Tactics and techniques utilized in protecting the safety and property of the public, if disclosure could impair such protection. Investigation of violations of the law.
7. Pending or anticipated litigation or contract negotiations other than in subsection b. (4) herein or matters falling within the attorney-client privilege.
8. Personnel matters.
9. Deliberations occurring after a public hearing that may result in penalties.

❖ *The time when the matter(s) discussed pursuant to Paragraph 1 hereof can be disclosed to the public is as soon as practicable after final resolution of the aforesaid matter(s).*

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Bloomingdale, pursuant to the Open Public Meetings of the State of New Jersey, as follows:

- 1) The Borough Council shall hold a closed session from which the public shall be excluded on May 6, 2025.
- 2) The general nature of the subjects to be discussed at said closed session shall be related to N.J.S.A. 10:4-12(b): (7) Attorney-client Privilege / contract negotiations

*Record of Council Vote on Passage*

COUNCIL PERSON	AYE	NAY	Abstain	Absent	COUNCIL PERSON	AYE	NAY	Abstain	Absent
Bronkhurst	X				Hudson	X			
Catalano	X				Schubert	X			
Graziano	X				Yazdi	X			

