

Township of South Hackensack
Bergen County, New Jersey
March 3, 2011 7:30 P.M.
Worksession Meeting
MINUTES

Walter Eckel Jr., MayorPresent
James AnzevinoPresent
Gary BruggerPresent
Frank CagasPresent
Vincent Stefano.....Present (7:55 p.m.)
Also present:
Linda LoPiccolo, Municipal Clerk
David V. Nasta, Esq., Municipal Attorney

Call of Meeting to Order

Mayor Eckel called the Regular Meeting to order at 7:30 p.m. He advised that pursuant to the Open Public Meetings Act Annual Notice of the meetings had been provided to *The Record, the Herald and News* and by posting the Annual Notice on the bulletin board in the clerk's office where notices are customarily posted. Everyone saluted the flag. The municipal clerk called the roll.

Correspondence & Reports

Eckel motioned; Cagas seconded and the Committee unanimously agreed to accept correspondence dated February 7, 2011, from H.J. Riley, Chief, SHVAC RE: 2010 clothing allowance, and to take the necessary action with regard to it.

Brugger motioned; Anzevino seconded and the Committee unanimously agreed to accept and file correspondence dated February 9, 2011, from Lawrence J. Paladino, Jr., CPWM, Supt. DPW re: DPW shed.

Anzevino motioned; Eckel seconded and the Committee unanimously agreed to accept and place on New Business, correspondence dated February 9, 2011, from Teresa LoFaro, Recreation Commissioner RE: Fingerprinting costs.

Brugger motioned; Eckel seconded and the Committee unanimously agreed to accept and file correspondence dated February 10, 2011, from Durene Ayer, Treasurer/CFO RE: Result of Bond Sale.

Anzevino motioned; Eckel seconded and the Committee unanimously agreed to accept and place on New Business, correspondence dated February 11, 2011, from Kevin J. Boswell, P.E., Boswell Engineering Re: BCUA Sanitary Sewer System Rain Induced

Infiltration/Inflow reduction and Sanitary Sewer Overflow Elimination Program – presentation by Boswell and BCUA.

Eckel motioned; Anzevino seconded and the Committee unanimously agreed to accept correspondence dated February 16, 2011, Stephen T. Boswell, Ph.D., P.E., SECB Re: 2011 NJDOT Municipal Bid Project Improvements to Various Streets – Proposal for construction plans and specifications and construction inspection services

Brugger motioned; Anzevino seconded and the Committee unanimously agreed to accept correspondence dated February 17, 2011, from Diane Brando, Court Administrator Re: part time court position and move it to New Business for further consideration.

Eckel motioned; Brugger seconded and the Committee unanimously agreed to accept and file correspondence dated February 28, 2011, from Lawrence J. Paladino, Jr., CPWM, Supt. DPW RE: 2011 streets for repaving.

Eckel motioned; Anzevino seconded and the Committee unanimously agreed to accept and move to New Business for further consideration, correspondence dated March 1, 2011, from Lawrence J. Paladino, Jr., CPWM, Supt. DPW RE: Transmission Repair

Old Business

EJIF Audit – Mr. Paladino reported to the Committee that after speaking with Birdsall who performed the audit, the Township will have to apply for a permit from the DEP for the portable generator. He also reported that all other open items have been addressed and will be removed from

Recycling Agreement – Committee to authorize amendments at next meeting after reviewing the Agreement.

COPS Grant – extension expires March 31, 2011. The Township will file for an additional 90-day extension until June 30, 2011.

New Business

Cost of Fingerprinting for Recreation Volunteers/Employees

The Committee discussed the possibility of reimbursing a portion of the cost to obtain fingerprints. Mr. Anzevino said that he would discuss the matter with recreation workers/volunteers and report back to the Committee at the next meeting. The matter was unanimously tabled until the next meeting for further discussion.

DPW Shed – 77 Franklin Avenue

Mr. Paladino advised the Committee that the shed located behind 77 Franklin Street collapsed during the winter from the weight of snow and ice. The structure was metal and over 25 years old. It housed seasonal equipment, sand bags and various hands on

equipment. Mr. Paladino was instructed to solicit quotations for a pre-fabricated 18-10 shed for the same location since the concrete slab is already there and useable.

2011 NJDOT Municipal Aid Project

Cagas motioned; Brugger seconded and the Committee unanimously agreed to authorize Boswell Engineering to prepare construction plans and bid specifications for 2011 NJDOT Municipal Aid Project for the resurfacing of Dyer, Lincoln and Phillips Avenues.

Deputy Court Administrator

The Committee accepted the recommendation of the Court Administrator and authorized the preparation of a resolution for adoption to hire a part time deputy court administrator for one day per week at an hourly rate of \$15 per hour effective April 1, 2011.

Solar Renewal Energy – Steven Schwartz

The Committee listened to a presentation by Steven Schwartz of Solar Renewal Energy. He proposes to install solar panels on top of the municipal complex, dpw building and fire house. He offered a 25-35% reduction in electric rates reducing them to .08 per kilowatt with a 2% increase per year for a 15-year Agreement. Further study would have to be done by Solar to determine whether the roof is adequate to support the structures. Committee member Stefano raised several questions and suggested that the Committee research the industry further before committing to a particular company. There were questions raised concerning bidding and whether or not this type of Agreement would require the Township to competitively bid it. The Mayor appointed Mr. Stefano and Mr. Cagas to a sub-committee to look into these issues and report back to the full governing body at a later date.

Ordinances

The Committee discussed and reviewed a draft ordinance prepared by David Nasta amending the regulations for LOSAP and for fire department regulations. The ordinance was held for further review and was not introduced.

The Committee reviewed and discussed a draft ordinance prepared by David Nasta that would prohibit digital signage throughout the township. The ordinance will be listed on the March 10, 2011 agenda for introduction.

Resolutions

Resolution Authorizing Closed Session – March 3, 2011 - Personnel, Litigation

Personnel - H. J. Riley

Personnel - Joseph Maglio

Litigation - South Hackensack V. Dio Mas, LLP

Offered: Brugger

Second: Eckel

Roll Call Vote: Ayes: Anzevino, Brugger, Cagas, Eckel, Stefano

Committee Reports

The clerk advised that beginning March 1st, TD Bank will no longer pay for the Township's payroll charges. The committee requested that the treasurer solicit bids for banking services and inquire whether or not the school would be interested in bidding with the town to perhaps receive better rates, services, etc.

Mr. Anzevino indicated that he would be interested in receiving the daily blotters from the police department.

Frank Cagas reminded everyone that the cut-off date to order recycling containers is March 31, 2011. Regarding the purchase/lease of a snow blower/lawnmower, Cagas reported that the lease purchase would be approximately \$700 per month.

Gary Brugger reported that another meeting was held with department heads regarding upgrades/replacement of communications equipment. He said that the original quote was \$239,000 and the most recent cost estimate came in at \$211,000 after several items were removed. Brugger advised that the new equipment must be in place by January 1, 2013, and that it perhaps would be best to go out to bid even though there are state contracts for this type of equipment.

Brugger indicated that he is in favor of adopting an ordinance that would require firefighters to make 25% of fire calls to be eligible for LOSAP. He suggested a CAP of 2% maximum and that any increase should be permissive. He reported that he spoke with the fire board and chief and they agreed with his proposal. Brugger asked Mr. Nasta to prepare the draft ordinance for introduction at next meeting and if issues arise the matter can be tabled.

Vincent Stefano reported that he will be meeting with Dr. DeFabiis in the next few weeks to discuss school budget. Stefano suggested starting a Facebook page for the Township. He also suggested that the new student council attend a Township Committee meeting.

Public Comments

There were no public comments

Closed Session

Anzevino motioned; Brugger seconded and the Committee unanimously agreed to go into closed session at 9:40 p.m. Minutes were recorded of the closed session matters and will be made available to the public when authorized by the governing body and permitted by law.

Stefano motioned; Anzevino seconded and the Committee unanimously agreed to re-open the meeting at 10:40 a.m.

Adjournment

Stefano motioned; Cagas seconded and the Committee unanimously agreed to adjourn the meeting at 10:40 p.m.

Respectfully submitted,



Linda LoPiccolo
Municipal Clerk

Resolution Authorizing Executive Session – March 3, 2011

A Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12.

Whereas, the Township Committee of the Township of South Hackensack is subject to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-6*, et seq., and

Whereas, the *Open Public Meetings Act, N.J.S.A. 10:4-12*, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

Whereas, it is necessary for the Township Committee of the Township of South Hackensack to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

____ (1) *Matters Required by Law to be Confidential*: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

____ (2) *Matters Where the Release of Information Would Impair the Right to Receive Funds*: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

____ (3) *Matters Involving Individual Privacy*: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

____ (4) *Matters Relating to Collective Bargaining Agreements*: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective

bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

 (5) *Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds*: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

 (6) *Matters Relating to Public Safety and Property*: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.

 X (7) *Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege*: Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

Township of South Hackensack V. Dio Mas, LLP

 X (8) *Matters Relating to the Employment Relationship*: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

H. James Riley, Joseph Maglio

 (9) *Matters relating to the Potential Imposition of a Penalty*: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

Now, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of South Hackensack assembled in public session on this date, that an Executive Session closed to the public shall be held in the South Hackensack Township Municipal Complex, 227 Phillips Avenue, South Hackensack, New Jersey, for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

The foregoing resolution was duly adopted by the Township Committee of the Township of South Hackensack at a public meeting held on March 3, 2011.

Linda LoPiccolo
Municipal Clerk

RECEIVED

FEB 14 2011

SOUTH HACKENSACK
MUNICIPAL CLERK

February 7, 2011

To: South Hackensack Mayor and Town Council

Re: South Hackensack Volunteer Ambulance Corps. Clothing Allowance

Please find attached the list of members who have qualified both fully and partially for the Ambulance Corps. 2010 clothing allowance. Please feel free to contact me with any questions or concerns.

Thank you,



H.J. Riley, Chief
South Hackensack Volunteer Ambulance Corps.

Enclosure
K.M.

Clothing Allowance- Full

Cabarcas, N	\$600.00		12 months
Calero, M	\$600.00		12 Months
Czarnecki, R	\$600.00		12 Months
Felgner, S	\$600.00		12 Months
Frasier, J	\$600.00		12 Months
Gnazzo, C	\$600.00		12 Months
Maceri, T	\$600.00		12 Months
Maher, K	\$600.00		12 Months
Panagia, W	\$600.00		12 Months
Riley, H.J.	\$600.00		12 Months
Schaum, W	\$600.00		12 Months
Tobin, D	\$600.00		12 Months
Ward, M	\$600.00		12 Months
Yannetti, G	\$600.00		12 Months

Partial

Pisiona, F	\$450.00	On Leave	9 Months
Dailey, J	\$350.00	On Leave	7 Months
Yannetti, B	\$350.00	Joined June	7 Months
Lange, J	\$200.00	Joined Sept.	4 Months



Township Of South Hackensack Dept. Public Works

Lawrence J. Paladino, Jr. CPWM
Superintendent
77 Franklin Street
South Hackensack, NJ. 07606

Telephone 201-440-3283
Fax 201-641-0393

February 9, 2011

To: Linda Lo Piccolo

From: Lawrence J. Paladino, Jr CPWM
Superintendent

Re: DPW Shed Caved In

Dear Linda;

During one of our many snow storms this winter our shed that is located in the rear of the DPW yard caved in due to the heavy snow. Please be advised that I did not notice this right a way because of the pile of snow that's in front of the shed. The shed is very old and rotted. It is not worth it to put in any type of claim for the damage. In the spring we have to take it down and replace it with a new one.

Respectfully Submitted,



Lawrence J. Paladino, Jr CPWM
Superintendent

Feb-9, 2011

Dear Linda + S.H. Council Members

FEB 10 2011
SUN
MCK
MCK

Attached please find list of the recreation workers that signed petition for reimbursement of the cost for their fingerprints.

We would like to state that we believe this should be the township's responsibility. (Even if it is a partial pymt)

If you have any questions, please contact me @ 201-655-1652 or Teresa.L131@aol.com

Thank you

Jesca Lopez
COMMISSIONER

Kim Cullen

We, the undersigned South Hackensack Recreation workers, feel that if we are compelled by the township to have our fingerprints taken to continue working, it should be the township's responsibility to reimburse the workers for the cost.

NAME

SIGNATURE

DANIEL PERONE

Dan Perone

CAROL PERONE

Carol Perone

Maria Regan

Maria Regan

Elizabeth Schaefer

Elizabeth Schaefer

Michael Klejmont

Michael Klejmont

MICHAEL J FALCONE

Michael J Falcone

FILomenA BARRICELLA

Filomena Baricella

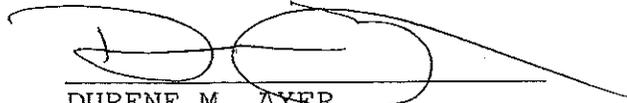
Tom Zito

accepted the proposal submitted by UBS Financial Services Inc., New York, New York, which offered to pay for the Bonds, the sum of \$1,880,000, plus accrued interest to the date the Bonds are paid for; provided, the Bonds bear interest at the rate or rates per annum set forth below:

<u>Maturity Date</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
2012	\$125,000	2.50 %
2013	125,000	3.00
2014	125,000	3.00
2015	125,000	3.00
2016	125,000	3.00
2017	125,000	3.00
2018	125,000	3.25
2019	130,000	3.25
2020	165,000	3.375
2021	230,000	3.75
2022	235,000	4.00
2023	245,000	4.00

4. In accordance with such Notice of Sale, I returned the deposit checks of Janney Montgomery Scott, Inc. and Robert W. Baird & Co., Inc.

IN WITNESS WHEREOF, I have hereunto set my hand as the Chief Financial Officer of the Township, this 10th day of February, 2011.


 DURENE M. AYER
 Chief Financial Officer
 Township of South Hackensack
 County of Bergen
 State of New Jersey

"SCHEDULE A"

COPY OF EACH PROPOSAL RECEIVED

Upcoming Calendar Overview Result Excel

**UBS Financial Services Inc. - New York , NY's Bid
South Hackensack Twp
\$1,880,000 General Improvement Bonds**



For the aggregate principal amount of \$1,880,000.00, we will pay you \$1,880,000.00, plus accrued interest from the date of issue to the date of delivery. The Bonds are to bear interest at the following rate(s):

Maturity Date	Amount \$	Coupon %
02/15/2012	125M	2.5000
02/15/2013	125M	3.0000
02/15/2014	125M	3.0000
02/15/2015	125M	3.0000
02/15/2016	125M	3.0000
02/15/2017	125M	3.0000
02/15/2018	125M	3.2500
02/15/2019	130M	3.2500
02/15/2020	165M	3.3750
02/15/2021	230M	3.7500
02/15/2022	235M	4.0000
02/15/2023	245M	4.0000

Total Interest Cost: \$497,731.25
 Discount: \$0.00
 Net Interest Cost: \$497,731.25
 NIC: 3.593727
 Time Last Bid Received On:02/10/2011 10:58:30 EST

This proposal is made subject to all of the terms and conditions of the Official Bid Form, the Official Notice of Sale, and the Preliminary Official Statement, all of which are made a part hereof.

Bidder: UBS Financial Services Inc., New York , NY
 Contact: Vincent Pietanza
 Title:
 Telephone:212-713-2500
 Fax:

Issuer Name: Township of South Hackensack Company Name: _____

Accepted By: _____ Accepted By: _____

Date: _____ Date: _____

Upcoming Calendar Overview Result Excel

**Janney Montgomery Scott, Inc. - Philadelphia , PA's Bid
South Hackensack Twp
\$1,880,000 General Improvement Bonds**



For the aggregate principal amount of \$1,880,000.00, we will pay you \$1,880,000.00, plus accrued interest from the date of issue to the date of delivery. The Bonds are to bear interest at the following rate(s):

Maturity Date	Amount \$	Coupon %
02/15/2012	125M	2.0000
02/15/2013	125M	2.0000
02/15/2014	125M	2.0000
02/15/2015	125M	2.0000
02/15/2016	125M	3.0000
02/15/2017	125M	3.0000
02/15/2018	125M	3.0000
02/15/2019	130M	3.2500
02/15/2020	165M	4.0000
02/15/2021	230M	4.0000
02/15/2022	235M	4.0000
02/15/2023	245M	4.0000

Total Interest Cost: \$498,700.00
 Discount: \$0.00
 Net Interest Cost: \$498,700.00
 NIC: 3.600722
 Time Last Bid Received On: 02/10/2011 10:49:48 EST

This proposal is made subject to all of the terms and conditions of the Official Bid Form, the Official Notice of Sale, and the Preliminary Official Statement, all of which are made a part hereof.

Bidder: Janney Montgomery Scott, Inc., Philadelphia , PA
 Contact: Matthew Davis
 Title:
 Telephone: 215-665-6521
 Fax: 215-557-8648

Issuer Name: Township of South Hackensack Company Name: _____

Accepted By: _____ Accepted By: _____

Date: _____ Date: _____

Upcoming Calendar Overview Result Excel

Robert W. Baird & Co., Inc. - Milwaukee , WI's Bid
South Hackensack Twp
\$1,880,000 General Improvement Bonds



For the aggregate principal amount of \$1,880,000.00, we will pay you \$1,880,000.00, plus accrued interest from the date of issue to the date of delivery. The Bonds are to bear interest at the following rate(s):

Table with 3 columns: Maturity Date, Amount \$, Coupon %. Rows include dates from 02/15/2012 to 02/15/2023 with varying amounts and coupon rates.

Total Interest Cost: \$666,250.00
Discount: \$0.00
Net Interest Cost: \$666,250.00
NIC: 4.810469
Time Last Bid Received On: 02/10/2011 10:46:56 EST

This proposal is made subject to all of the terms and conditions of the Official Bid Form, the Official Notice of Sale, and the Preliminary Official Statement, all of which are made a part hereof.

Bidder: Robert W. Baird & Co., Inc., Milwaukee , WI
Contact: Drew Kanyer
Title:
Telephone: 414-765-7331
Fax:

Issuer Name: Township of South Hackensack Company Name: _____

Accepted By: _____ Accepted By: _____

Date: _____ Date: _____

"SCHEDULE B"

<u>Name of Bidder</u>	<u>Total Interest</u>	<u>Premium</u>	<u>Net Interest Cost (in dollars)</u>	<u>NIC %</u>
1. UBS Financial Services Inc.	\$497,731.25	\$-0-	\$497,731.25	3.593727
2. Janney Montgomery Scott, Inc.	498,700.00	-0-	498,700.00	3.600722
3. Robert W. Baird & Co., Inc.	666,250.00	-0-	666,250.00	4.810469

February 16, 2011

The Honorable Mayor and Township Committee
Township of South Hackensack
227 Phillips Avenue
South Hackensack, New Jersey 07606

Attention: Mrs. Linda LoPiccolo, RMC/CMC, Township Clerk

Re: 2011 NJDOT Municipal Aid Project
Improvements to Various Streets
Township of South Hackensack
Bergen County, New Jersey
Our File No. SH-258

Dear Mayor Eckel and Members of the Township Committee:

In accordance with your request, this letter shall serve as our proposal for the preparation of construction plans and specifications and providing construction inspection services for the above referenced project.

The 2011 NJDOT Municipal Aid Grant for Improvements to Various Streets is \$150,000.00. Please note that the application requested \$197,800.00 to fund the construction, construction inspection services, and materials testing.

The following is an outline of the scope of work and the estimated fee for our design and construction inspection services.

SCOPE OF WORK

The scope of work includes milling and resurfacing of the northern leg of Phillips Avenue from Vreeland Avenue to Route 80; Lincoln Street from Phillips Avenue to Dyer Avenue; and Dyer Avenue from Memorial School to its southern terminus. Handicap ramps will be upgraded to comply with current ADA requirements including installation of detectable warning surfaces. Pavement markings will be installed in accordance with standards set forth in the *Manual on Uniform Traffic Control Devices*. Minor drainage improvements, in the form of upgraded curb pieces and bicycle safe grates, will be made throughout. Spot curb and sidewalk replacement will be performed.

FEB 18 2011

FEB 22 2011

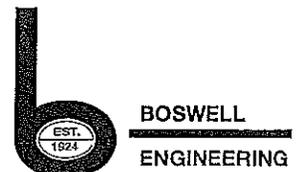
SCOPE OF SERVICES

Boswell McClave Engineering (Boswell) will perform the following scope of services:

1. Perform a site visit in order to prepare project base mapping.
2. Prepare roadway construction plans in accordance with current New Jersey Department of Transportation (NJDOT) requirements.
3. Prepare specifications in accordance with NJDOT and Township of South Hackensack requirements.
4. Prepare bid documents and advertise the project.
5. Perform the necessary updates to the NJDOT's System for Administering Grants Electronically (SAGE) as the project progresses.
6. Review contractor bids and make a recommendation to the Township of South Hackensack.
7. Coordinate and attend a pre-construction meeting with appropriate Township officials, utility companies and other parties affected by the construction activities.
8. Provide periodic inspection services during the construction phase.
9. Review contractor invoices to the Township of South Hackensack.
10. Make a final inspection of the project improvements.
11. Arrange to have the requisite pavement cores taken and tested in accordance with the NJDOT specifications.
12. Prepare and submit the final NJDOT paperwork.

FEE PROPOSAL

Boswell will perform the services outlined in the proposal for an estimated fee not to exceed \$15,000.00 for the design phase and \$19,500.00 for the construction phase. The billing will be based on our hourly rates in effect at the time the work is performed. The NJDOT may reimburse the Township, through the grant received, up to 15% of the grant to cover construction inspection and materials testing.



ITEMS NOT INCLUDED IN THE ENGINEERING FEE

The following items are not anticipated to be required and are therefore excluded:

1. Topographic Survey, including ROW Location Determination
2. Soil Erosion and Sediment Control Plan Certification
3. Permit Fees
4. New Jersey Department of Environmental Protection Permits
5. Right-of-Way and/or Easement Plans or Descriptions
6. Structural Plans (Including Retaining Walls)
7. Material Testing (required by the NJDOT but cannot be quantified at this time)

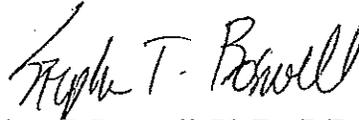
We estimate that the hot mix asphalt materials testing required by NJDOT will be approximately \$1,500.00. The Township will be billed directly by the pavement coring/testing contractor. This expense may be reimbursable if the sum of the construction cost and construction inspection is less than the grant amount.

Additional work above and beyond what is outlined in the proposal will be performed as authorized by the Township.

Thank you for the opportunity to submit this proposal. We look forward to providing the Township of South Hackensack with our engineering services and to the successful completion of this project. Should you have any questions or require additional information, please do not hesitate to contact Elliot F. Sachs, P.E., BCEE, CME or me.

Very truly yours,

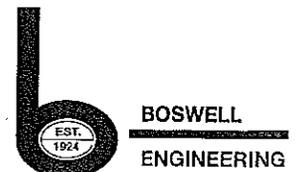
BOSWELL McCLAVE ENGINEERING



Stephen T. Boswell, Ph.D., P.E., SECB

STB/EFS/KAB

110207KABP1.doc



Court Administrator
DIANE BRANDO



Municipal Court Judge
VINCE A. SICARI

**TOWNSHIP OF SOUTH HACKENSACK
MUNICIPAL COURT**

227 Phillips Avenue
South Hackensack, N. J. 07606

201-641-7183 • 201-440-1844
Fax 201-440-6017

February 17, 2011

South Hackensack Township Committee
227 Phillips Avenue
South Hackensack, NJ 07606

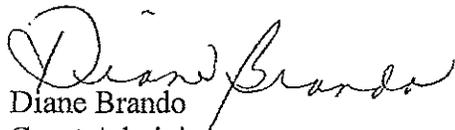
Dear Committee:

As you are aware I have been working alone since March 2010 and on occasion bringing in outside court employees to help me with some court sessions. This process is becoming more and more difficult and resulting in me working my court sessions alone. It has become overwhelming and I'm in need a permanent part time employee as soon as possible.

I had the pleasure of interviewing Mr. Richard Salierno yesterday for consideration of a part time position for this Court. He has served over 33 years has a court administrator and is retiring this March from his current position. He is very interested in working only one day a week. Please review his application and resume for consideration.

I anticipate a quick response from the council and hopefully to have this position filled immediately.

Sincerely,


Diane Brando
Court Administrator