

**BOROUGH OF HASBROUCK HEIGHTS**

**320 Boulevard**

**Hasbrouck Heights, NJ**

**And via livestream <https://www.aaliveevents.com/events>**

**REORGANIZATION MINUTES**

**JANUARY 2, 2024**

The Reorganization Meeting of the Mayor and Council of the Borough of Hasbrouck Heights was held on January 2, 2024, at 7:20 pm, at Borough Hall, 320 Boulevard, Hasbrouck Heights, New Jersey.

Acting Borough Clerk, Michelle Sery, called the 2024 Reorganization Meeting to order and invited Former State Assemblyman Jack Ciattarelli, Mayor-Elect Ron Kistner and his family up to take his Mayoral Oath.

Mayor Kistner invited Former State Assemblyman Jack Ciattarelli to administer the Oath of Office to Councilman-Elect Michael Sickels.

Mayor Kistner invited Mr. & Mrs. Catrillo to administer the Oath of Office to Councilwoman-Elect Charlotte Sodora.

Mayor Kistner then declared the 2024 Reorganization Meeting in session and Acting Borough Clerk, Michelle Sery stated that the meeting complied with the Sunshine Law, Adequate notice of this meeting has been made to all members of the Council on December 31, 2023 and transmitted to The Record and The Herald News on January 2, 2024 in accordance with the provisions of the "Open Public Meetings Act", Chapter 231, P.L. 1975.

**ROLL CALL:** **Present:** Mayor Ron Kistner, Councilman Michael Sickels, Councilwoman Charlotte Sodora, Councilwoman Susan McGuire, Councilman Robert Bing, Councilman Thomas Meli

**SALUTE TO THE FLAG AND PLEDGE OF ALLEGIANCE:** Mayor Kistner led in the Salute to the Flag and Pledge of Allegiance.

**INVOCATION:** The Invocation was given by Rabbi Shlomie Segelman (Chabad of Hasbrouck Heights) and Pastor Eric Dammann (Bible Baptist Church)

**PRESENTATION:** Mayor Kistner invited Councilman Christopher Hillmann up to receive his proclamation and plaque on behalf of the Mayor and Council for all his years of dedication and service to the Borough of Hasbrouck Heights

**APPOINTMENTS:** Mayor Kistner delivered a commendable speech about the Hasbrouck Heights Fire Department before inviting them up to take their Oaths of Office.

\* Fire Department Officers for the year 2024

- Fire Chief Michael Greco
- First Assistant Chief Robert Knobloch
- Second Assistant Chief Miguel Gonzalez
- Secretary Edward Mucha
- Treasurer James M. Carlin
- HHFD Captain Daniel Wixon
- HHFD Lieutenants: Ryan Shute  
Nicholas Lorenzo  
Marc Pagan

**COUNCIL PRESIDENT NOMINATION:** Mayor Kister asked the Council if someone would like to make a nomination for Council President for 2024. The nomination of Councilman Robert Bing was made by Councilman Sickels, seconded by Councilman Meli and was unanimously carried.

Mayor Kistner then explained that the County Committee would be interviewing candidates to fill his vacated council seat and then after an option of 3 candidates, a vote of the Council will take place to select the new councilmember who will fill in for the rest of Mayor Kistner's term then hopefully run next year. He explained that the list of Council Committee positions, the "Vacant" position will be filled by the new councilmember.

## 2024 BOROUGH COUNCIL COMMITTEES

Commissioner of Finance	Vacant
Deputy Commissioner of Finance	Councilman Meli
Commissioner of Police Department	Councilwoman McGuire
Deputy Commissioner of Police Department	Councilman Bing
Commissioner of Fire Department	Councilman Meli
Deputy Commissioner of Fire Department	Councilman Sickels
Commissioner of Transportation	Councilman Sickels
Deputy Commissioner of Transportation	Councilman Meli
Commissioner of Public Works	Councilman Sickels
Deputy Commissioner of Public Works	Councilwoman Sodora
Commissioner of Health	Councilwoman Sodora
Deputy Commissioner of Health	Vacant
Commissioner of Land Use	Councilwoman McGuire
Deputy Commissioner of Land Use	Vacant
Commissioner of Recreation	Councilman Bing
Deputy Commissioner of Recreation	Councilwoman McGuire
Commissioner of Social Services	Councilman Bing
Deputy Commissioner of Social Services	Councilwoman Sodora
Senior Citizens Ombudsman	Russell Lipari
Juvenile Outreach Ombudsman	Councilwoman McGuire
Library Liaison	Councilwoman Sodora
Municipal League Liaison	Mayor Kistner
Intergovernmental Services Liaison	Councilman Bing
Chamber of Commerce Liaisons	Mayor Kistner
Community Awareness Access for All Liaison	Councilman Meli
Environmental & Transportation Commission Liaison	Councilman Bing
DPW Mayor's Liaison	Doung Lanzo
TANAAC Mayor's Liaison	Mayor Kistner
Board of Education Liaison	Councilwoman McGuire
Council President	Councilman Bing

**CONSENT AGENDA:** Mayor Kistner requested that Acting Borough Clerk, Michelle Sery, read the Consent Agenda and when done requested a motion to approve the Consent Agenda which was made by Councilman Bing, seconded by Councilman Sickels and unanimously carried.

1. Authorize the Adoption of a Cash Management Plan
2. Authorize CFO to Invest Idle Funds
3. Authorize CFO to Prepare Payrolls
4. Designate Official Depositories for Borough Funds  
*Valley National Bank*
5. Authorize Signatures for Borough Checks
6. Designate Official Newspaper – *The Record, Herald News* and *TapInto* as Official Digital/Electronic Newspaper
7. Set Meeting Dates for 2024
8. Temporary Budget
9. Continuing Tax Settlement Committee
10. Authorize CFO to Pay Medical Insurance Premiums
11. 2024 Debt Service Budget
12. Authorizing Rate of Interest to be Charged for Nonpayment of Taxes
13. Petty Cash Fund
14. Authorizing method of payment via personal check, bank check, certified check, money order, or credit card charge only at Borough Hall
15. Authorizing the policies and procedure for the payment of claims, claimant's signature for payment
16. Authorizing the designation of specific officers or officials to disseminate public information on behalf of the Governing Body
17. Authorizing CFO to Pay Borough Obligations as needed
18. Authorizing Mandatory Direct Deposit of Net Payroll for Employees

**RESOLUTIONS:** (None)

**NOMINATIONS AND/OR APPOINTMENTS:** Mayor Kistner asked the Clerk to read the list of Nominations and Appointments. For the Committees, Mayor advises that only the new appointments will be read accordingly. When done he requested a motion to approve the foregoing Nominations and Appointments which was made by Councilwoman McGuire, seconded by Councilman Bing and unanimously carried.

**MISCELLANEOUS FROM THE MAYOR:** Mayor Kistner delivered his "Thank You" and 2024 reflection speech. He thanked former Mayor DeLorenzo for handing him a 'championship' team thanking the borough employees and all the different departments – Public Works Department, Police Department, Fire Departments and the present council members. He thanked the residents and gave stories of why he is very appreciative and his admiration for the town. He especially thanked his family for all their love and support throughout his journey and promised to do his best in his new role.

**MISCELLANEOUS FROM THE COUNCIL:** Mayor Kistner then invited the council members to speak:

Councilman Sickels thanked his family for all their support and residents for giving him another three years to serve them and hope that he lives up to the standards that they've set and stated how he and his family love this great community and how he looks forward to serving another 3 years.

Councilwoman Sodora thank everyone for the opportunity serve and how she also loves this town. She has been a resident for over 50+ years and thanked her family for all their love and support and asked for patience as she navigates as the "newbie".

Councilwoman McGuire stated how happy and proud she is to serve the community and looks forward to many more years of serving.

Councilman Bing wished Mayor Kistner, Councilman Sickels & Councilwoman Sodora best of luck.

Councilman Meli stated that it was a pleasure to work with former Mayor DeLorenzo. He is very happy to be the Fire Commissioner once again as well as all the other committees that he is a member of. He is very involved with people with special needs and service dogs. He thanked the residents and the council for being a good and easy group of people to work with.

**MISCELLANEOUS FROM THE PUBLIC:** Mayor Kistner asked for a motion to open the meeting to the public, which was made by Councilman Sickels, seconded by Councilman Bing and unanimously carried.

Former Mayor DeLorenzo came up and wished everyone the best of luck in 2024 and congratulated Mayor Kistner, Councilman Sickels and Councilwoman Sodora.

Resident Adam Mucci residing at 49 Jefferson Avenue congratulated Mayor Kistner and knows that he will do what is best for the town. He also thanked and made mention of how great of a guy Mayor Kistner is by making a contribution when he was unable to make a fundraiser for another resident Aviator, Mike Bischoff, who lost his son, and two months later was paralyzed and his father was deputy chief of police. Mr. Mucci also did have one business item. His concern is for the corner of Jefferson Avenue and the Boulevard by the Tae Kwon Do School on the corner. He advised how the parents park on the yellow lines to observe the class as well as when the kids are dismissed, they run across the street making it a huge recipe for disaster. Councilman Sickels advised that safety sticks will be installed to monitor/capture the illegally parked vehicles which will be transmitted to the police department for summons to be issued.

Seeing no one else, Mayor Kistner asked for a motion to close the public portion of the meeting, which was made by Councilman Sickels, seconded by Councilman Bing and unanimously carried.

Prior to adjourning, Mayor Kistner invited Reverend Kaj from Corpus Christi Church to give the final invocation.

Mayor Kistner again thanked Michelle Sery, Pam Grisafe and Candace O'Malley for all their efforts in putting together the Re-organization meeting.

**ADJOURN:** Being there no further business to be conducted by the Mayor and Council, Mayor Kistner asked for a motion to adjourn which was made by Councilman Sickels, seconded by Councilman Bing and unanimously carried.

I, Anne Michelle Sery, Acting Borough Clerk of the Borough of Hasbrouck Heights, do hereby certify that the foregoing Minutes are to the best of my knowledge a true account of the Reorganization Meeting held on January 2, 2024



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Anne Michelle Sery  
Acting Borough Clerk