

**TOWNSHIP OF CEDAR GROVE
ESSEX COUNTY NEW JERSEY**

PUBLIC MEETING

MINUTES

JUNE 7, 2021

1. ROLL CALL, INVOCATION AND FLAG SALUTE

Mayor Peterson called the meeting to order at 7:00 p.m.

Present: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson
Also Present: Township Manager Tucci, Attorney Nabbi for Township Attorney Giacobbe
Township Clerk Stutz

The flag salute was led by Mayor Peterson.

Mayor Peterson made the required announcement concerning the Open Public Meetings Act as follows: Adequate notice of this meeting was duly provided to the Verona-Cedar Grove Times and the Star Ledger on December 24, 2020, filed with the Township Clerk, and posted on the public bulletin board in the Municipal Building Lobby in accordance with the Open Public Meeting Act.

2. EXTRAORDINARY BUSINESS

a) Certification of Municipal Election

I, Kathleen R. Stutz, Township Clerk of the Township of Cedar Grove, County of Essex, New Jersey, do hereby certify that the following is a true and correct canvass of the voters of the Township of Cedar Grove at the Municipal Election held on Tuesday, May 11, 2021.

I certify that the number of votes opposite the names of the candidates is the correct number of votes received by said candidate from the legally qualified voters of the Township of Cedar Grove in said Municipal Election.

**FOR THREE (3) COUNCILMAN-AT-LARGE SEATS FOR
FULL FOUR YEAR TERMS EXPIRING JULY 1, 2025**

Joseph Zichelli	610
Kerry Peterson	607
Melissa Skabich	587

Total Number of Registered Voters: 11,024

Total Number Voted in this Election: 769

Total Number Needed by Top Vote-Getter (50% plus 1 of total votes cast): 386

Total Number Received by Top Vote-Getter: 610

The elected Councilmen-At-Large for a four year term for the Township of Cedar Grove are as follows:

Joseph Zichelli
Kerry Peterson
Melissa Skabich

92 Westland Rd.
41 Bortic Rd.
53 The Glen

3. APPROVAL OF MINUTES

- a) To consider approval of minutes of regular public meeting of May 3, 2021

Deputy Mayor Tanella moved approval of the minutes, seconded by Councilman Maceri, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson
NO: None

- b) To consider approval of minutes of special public meeting of May 17, 2021

Deputy Mayor Tanella moved approval of the minutes, seconded by Councilman Maceri, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson
NO: None

4. PUBLIC HEARING

- a) To consider adoption of Pending Ord. #21-871 – Ordinance to Exceed the Municipal budget Appropriation Limits and to Establish a Cap Bank

The ordinance was read by title only as follows:

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION
LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

Mayor Peterson opened the public hearing on this item. There being no one present wishing to be heard, Mayor Peterson closed the public hearing.

Councilman Zichelli moved that the ordinance be adopted at second reading, published in the Verona-Cedar Grove Times as a passed ordinance to take effect as prescribed by law, seconded by Deputy Mayor Tanella, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson
NO: None

- b) To consider adoption of Pending Bond Ord #21-872 – Various Capital Improvements

The ordinance was read by title only as follows:

**BOND ORDINANCE AUTHORIZING VARIOUS GENERAL
IMPROVEMENTS IN AND FOR THE TOWNSHIP OF CEDAR GROVE, IN
THE COUNTY OF ESSEX, NEW JERSEY, APPROPRIATING \$1,215,000**

THEREFORE AND AUTHORIZING THE ISSUANCE OF \$1,157,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF.

Councilman Zichelli moved that the ordinance be adopted at second reading, published in the Verona-Cedar Grove Times as a passed ordinance to take effect as prescribed by law, seconded by Councilman Maceri, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson

NO: None

- c) To consider adoption of Pending Bond Ord. #21-873 – Various Water Utility Improvements

The ordinance was read by title only as follows:

BOND ORDINANCE AUTHORIZING VARIOUS WATER UTILITY IMPROVEMENTS IN AND FOR THE TOWNSHIP OF CEDAR GROVE, IN THE COUNTY OF ESSEX, NEW JERSEY, APPROPRIATING \$105,000 THEREFORE AND AUTHORIZING THE ISSUANCE OF \$105,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF

Councilman Cicala moved that the ordinance be adopted at second reading, published in the Verona-Cedar Grove Times as a passed ordinance to take effect as prescribed by law, seconded by Councilman Maceri, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson

NO: None

- d) To consider adoption of Pending Bond Ord. #21-874 – Various Sewer Utility Improvements

The ordinance was read by title only as follows:

BOND ORDINANCE AUTHORIZING VARIOUS SEWER UTILITY IMPROVEMENTS IN AND FOR THE TOWNSHIP OF CEDAR GROVE, IN THE COUNTY OF ESSEX, NEW JERSEY, APPROPRIATING \$400,000 THEREFORE AND AUTHORIZING THE ISSUANCE OF \$400,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF.

Councilman Maceri moved that the ordinance be adopted at second reading, published in the Verona-Cedar Grove Times as a passed ordinance to take effect as prescribed by law, seconded by Councilman Zichelli, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson

NO: None

5. DISPOSITION OF BID

- a) To consider resolution concerning award of bid for Loading, Transportation and Removal of Leaves

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

WHEREAS pursuant to advertising duly made, a sole bid was received for loading, transportation, and disposal of leaves, and was publicly opened and read by the Township Clerk on April 14, 2021 as follows:

<u>CONTRACTOR</u>	<u>LEAVES/CU. YD</u> (ONE YEAR)	<u>LEAVES/CU. YD</u> (TWO YEAR)
Caputo Bros. Tree Service	\$7.50	\$7.50

WHEREAS, the Township Engineer, and the Township Attorney have reviewed the bid and recommend awarding the bid to Caputo Bros. Tree Service of Montclair, NJ, for a one-year term; and

WHEREAS, funds are available for this purpose in the Refuse Collection District Budget.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Cedar Grove that the award of bid be made to Caputo Bros. Tree Service of Montclair, New Jersey for the loading, transportation and disposal of leaves in the amount of \$7.50 per cubic yard for a one-year contract term; and

BE IT FURTHER RESOLVED that the proper township officials be instructed to execute a contract on behalf of the Township.

Deputy Mayor Tanella moved adoption of the resolution, seconded by Councilman Zichelli, and passed by the following vote:

AYE: Councilmember Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson
 NO: None

- b) To consider resolution concerning rejection of bid for Rutgers Ave. Water Main Replacement

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

WHEREAS pursuant to advertising duly made, bids were received for Rutgers Ave. Water Main Replacement and were publicly opened and read by the Township Clerk on May 12, 2021 as follows:

BIDDER	BASE BID	ALTERNATE
Shauger Property Services East Orange NJ	219,370.55	64,083.04
Guarini Plumbing & Heating Jersey City NJ	226,305.00	59,858.00
John Garcia Construction Clifton NJ	246,058.45	70,651.67
Crossroads Paving Co. Newark NJ	249,020.00	69,665.00
Your Way Construction Irvington NJ	277,145.02	53,578.90

WHEREAS, the bids submitted have been reviewed by the Township Manager and Municipal Engineer; and

WHEREAS, the lowest bid substantially exceeds the appropriation for the project.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Cedar Grove that all bids for Rutgers Ave. Water Main Replacement be rejected in accordance with NJSA 40A:11-13.2(b).

BE IT FURTHER RESOLVED that the project be re-bid.

Councilman Zichelli moved adoption of the resolution, seconded by Councilman Maceri, and passed by the following vote:

AYE: Councilmember Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson

NO: None

6. MEETING OPEN TO RESIDENTS OF THE TOWNSHIP WISHING TO BE HEARD ON ANY ITEM ON THE AGENDA

Mayor Peterson opened this portion of the meeting to anyone wishing to be heard on any item on the agenda. There being no one present wishing to be heard, Mayor Peterson closed this portion of the meeting.

7. REPORTS OF TOWNSHIP OFFICIALS

- a) Township Manager – The Township Manager thanked the participants in the annual Clean Sweep Day conducted on Saturday, June 5th. The Manager noted a letter from a resident to donate a “Pride” flag. Mr. Tucci advised that the Township has already purchased the flag. The Manager noted a memo from the Police Chief concerning Cedar Grove Ambulance Squad service. Mr. Tucci noted two block party requests to which the governing body agreed. The Township Manager announced the retirement of Police Chief Joseph Cirasa. Mr. Tucci noted the Chief’s last day is June 25th, retirement is effective January 1, 2022. Mr. Tucci and all governing body members extended best wishes to Joseph Cirasa.
- b) Township Clerk – The Township Clerk advised that the Primary Election is Tuesday, June 8th and provided polling hours (6:00 a.m. – 8:00 p.m.).
- c) Township Attorney – Attorney Nabbi requested an executive session to discuss pending litigation.
- d) Other Reports

Councilman Maceri – Councilman Maceri thanked the Fire Dept. for hosting the Memorial Day ceremony. Councilman Maceri also acknowledged the recently conducted 30th annual Clean Sweep Day event. Councilman Maceri noted fundraising efforts of Cedar Grove UNICO that resulted in the recent award of three scholarships to local high school

students. Councilman Maceri reported that the Environmental Commission held its first in-person meeting since the COVID pandemic.

Councilman Cicala – No report

Councilman Zichelli – Councilman Zichelli noted that 85% of eligible Cedar Grove population has been COVID vaccinated, the third highest in the State.

Deputy Mayor Tanella – No report

Mayor Peterson reported that she attended the recent Fire Dept. Family Day and thanked all Fire Department volunteers for their service. Mayor Peterson commented that the Public Library serves as cooling station in severe heat and confirmed notification of same is made through the Township's Nixle alert system, website and social media page. Mayor Peterson read a statement recognizing June as LGBTQ Pride month and intention to schedule a flag raising ceremony at a Township location, to which the governing body agreed.

8. NEW BUSINESS

- a) To consider introduction of Pending Ord. #21-875 - Amending Chapter 55 of the Township code entitled "Police Department"

The clerk read the Ordinance by title only:

AN ORDINANCE AMENDING CHAPTER 55 OF THE CODE OF THE TOWNSHIP OF CEDAR GROVE, ENTITLED "POLICE DEPARTMENT."

WHEREAS, pursuant to N.J.S.A. 40A:14-118, the governing body of a municipality is empowered to create and establish, as an executive and enforcement function of municipal government, a police department; and

WHEREAS, ordinances regulating police departments are subject to modification due to changing needs of a municipality and to enhance the efficiency and effectiveness of the operations of a police department; and

WHEREAS, the Township Council of the Township of Cedar Grove deems it to be in the best interests of the Township of Cedar Grove and the Township of Cedar Grove Police Department to amend the current ordinances regulating the Township of Cedar Grove Police Department.

NOW, THEREFORE, BE IT ORDAINED by the Township Council of the Township of Cedar Grove, as follows:

The Code of the Township of Cedar Grove, Chapter 55 entitled, "POLICE DEPARTMENT," is hereby amended as follows:

Section 1.

Section 55-1(A)(1) is deleted in its entirety with the following provision replacing it:

(A)The Police Department of the Township heretofore established is hereby continued and shall consist of the following personnel:

(1) In order of rank, one Chief of Police, one Captain, four Lieutenants, five Sergeants and 20 police patrol officers. Such appointees, following a satisfactory probationary period as set forth in § 52-23 of the Code of the Township of Cedar Grove, shall then become regular and permanent members of the Police Department as provided in N.J.S.A. 40:47.5.

Section 2.

All ordinances of the Township of Cedar Grove which are inconsistent with the provisions of this Ordinance are hereby repealed as to the extent of such inconsistency.

Section 3.

Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.

Section 4.

This Ordinance shall take effect upon final passage, adoption, and publication in the manner prescribed by law.

Deputy Mayor Tanella moved that Pending Ordinance #21-870 be passed at first reading, published in the Verona-Cedar Grove Times as a pending ordinance with a public hearing of June 21, 2021, seconded by Councilman Zichelli, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson

NO: None

- b) To consider introduction of Pending Ord. #21-876 – 2021 Salary Grades and Ranges, Wages and Fees of Unrepresented Employees

The clerk read the Ordinance by title only:

AN ORDINANCE FIXING SALARY GRADES AND RANGES, WAGES AND FEES OF THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF CEDAR GROVE FOR FISCAL YEAR 2021.

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF CEDAR GROVE AS FOLLOWS:

Section 1. Unless heretofore created and established in the Township of Cedar Grove, the salary grades and ranges, wages and fees of all officers and employees of the Township of Cedar Grove shall be as follows:

GROUP I - SALARY GRADES

<u>Grade</u>	<u>Position Classification</u>	<u>Minimum</u>	<u>Maximum</u>
1	Clerical Assistant Building Maintenance Worker	\$ 34,628.	\$ 43,448.
3	Assistant to Township Clerk Department Secretary Accounting/Payroll Assistant Tax/Utility Accounting Assistant Recreation Coordinator	37,874.	56,783.
4	Recreation Maintenance Worker	39,771.	57,685.
5	Communications Operator Deputy Court Administrator/Clerk Health/Welfare/Senior Transportation Planning/Zoning Coordinator	42,782.	65,539.
8	Assistant Municipal Treasurer Senior Recreation/Pool Coordinator Records Clerk – Police	48,970.	75,622.
9	Administrative Secretary Municipal Court Administrator Tax Collector Coordinator Assistant Recreation Director	55,167.	81,864.
10	Construction Official Dir. Of Assessments/Tax Assessor Director of Recreation	66,137.	98,255.
11	Director of Finance/Tax Collector/CMFO Municipal Engineer/Public Works Director	81,158.	162,810.
		<u>MINIMUM</u>	<u>MAXIMUM</u>
L-2	Library Assistant	\$ 18,172.	\$ 46,155.
L-3	Technical Library Assistant	22,966.	49,913.
L-4	Senior Library Assistant	27,560.	55,031.
L-5	Principal Library Assistant/Adm. Services	31,006.	60,152.
L-6	Supervising Library Assistant	33,303.	67,830.
L-7	Library Specialist	35,599.	72,919.
L-8	Children's Librarian	40,193.	76,787.
L-9	Senior Children's Librarian	43,638.	83,291.
L-10	Supervising Librarian	49,486.	90,968.
L-11	Library Director	64,308.	110,415.

Group II – Fixed Salaries and Fees

Township Clerk	\$ 96,706/year
Township Manager	203,553/year
Municipal Court Judge	42,592/year
Township Attorney	32,054/year – Non Retainer \$175./hr
Electrical Sub-Code Official	22,880/year
Plumbing Sub-Code Official	22,880/year
Prosecutor	383./session
Public Defender	274. /session
Planning Board Attorney	221./session
Zoning Board Attorney	264./session

Group III – Part –Time Hourly

<u>Position Classification</u>	<u>Minimum</u>	<u>Maximum</u>
Clerk Typist	\$ 11.00	\$ 15.00
Life Guards	10.30	15.00
School Traffic Guards	15.30	16.90
Public Health Nurse		23.08
Public Health Nurse/School Nurse		31.13
Municipal Alliance Coordinator		15.00
Bus Driver	15.45	20.71
Recreation Supervisor	10.30	15.00
Recreation Leader	10.30	15.00
Pool Maintenance Worker	10.30	15.00
Recreation Maintenance Worker	10.30	15.00
Public Works Helper	10.30	15.00
Shelver-Library	10.30	15.00
Library Aides	11.00	15.00
Technical Library Asst.	11.78	25.59
Administrative/Computer Asst.	16.49	32.81
Library Specialist	18.25	35.97
Senior Library Assistant	14.13	27.13
Principal Library	16.93	29.65
Violations Clerk	16.08	20.50

Section 2. The Township Council shall, by Resolution, and in accordance with labor contracts, fix the salary of each officer and employee within the salary range as set forth in Section 1 of the Ordinance.

Section 3. This Ordinance shall take effect twenty (20) days after the first publication after passage pursuant to law. When adopted, the provisions of Section 1 shall be retroactive to January 1, 2021 and shall be deemed to have taken effect as of that date.

Deputy Mayor Tanella moved that Pending Ordinance #21-876 be passed at first reading, published in the Verona-Cedar Grove Times as a pending ordinance with a public hearing of June 21, 2021, seconded by Councilman Zichelli, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson

NO: None

- c) To consider resolution concerning estimated tax bills

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

WHEREAS, the Essex County Board of Taxation is unable to certify tax rates for the year 2021 in a timely manner; and

WHEREAS, without a 2021 certified tax rate the Tax Collector of the Township of Cedar Grove will be unable to issue 2021 tax bills on a timely basis; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Cedar Grove, as follows:

1. The Tax Collector of the Township of Cedar Grove is hereby authorized and directed to prepare and issue estimated tax bills for the Township of Cedar Grove for the third installment of 2021 taxes. The Tax Collector shall proceed and take such actions as are permitted and required by Chapter 72, Public Laws of 1994 and N.J.S.A. 54:4-66.2 and 54:4-66.3.
2. The total estimated tax levy for 2021 is \$56,386,387.80. The estimated tax rate for 2021 is \$2.537.

Councilman Cicala moved adoption of the resolution, seconded by Councilman Zichelli, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson

NO: None

- d) To consider resolution concerning purchase of radio equipment & maintenance through New Jersey Cooperative Purchasing Alliance

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

WHEREAS, in accordance with N.J.S.A. 40A:11-11, the County of Bergen is the lead public agency for the #CK04 New Jersey Cooperative Purchasing Alliance which utilizes the combined purchasing power of 250 members; and

WHEREAS, the Township of Cedar Grove has availed itself to purchase radio equipment and maintenance entered into on behalf of the New Jersey Cooperative Purchasing Alliance pursuant to N.J.S.A. 40A:11-11; and

WHEREAS, it is desirable to purchase radio equipment and maintenance under the contracts enter into on behalf of New Jersey Cooperative Purchasing Alliance during 2021; and

WHEREAS, the funds for the purchase of the radio equipment and maintenance are available in the Bond Ordinance No. 20-868.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of Cedar Grove authorizes the Township of Cedar Grove to utilize the New Jersey Cooperative Purchasing Alliance for the purchase of radio equipment and maintenance for the Cedar Grove Police Department from Northeast Communications Inc.

Councilman Cicala moved adoption of the resolution, seconded by Councilman Zichelli, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson

NO: None

9. APPROVAL OF BILLS

The Bill Resolution was read by title and amount as follows:

BE IT RESOLVED by the Township Council of the Township of Cedar Grove, County of Essex, New Jersey, that the attached summary of bills having been duly audited and found correct be and they are thereby ordered paid and that warrants be drawn on the Treasurer in the aggregate amount of \$588,033.55

Councilman Cicala moved adoption of the resolution, seconded by Councilman Maceri, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson

NO: None

10. MEETING OPEN TO RESIDENTS OF THE TOWNSHIP WISHING TO BE HEARD ON ANY ITEM ON OR OFF THE AGENDA CONCERNING TOWNSHIP BUSINESS

Mayor Peterson opened this portion of the meeting to anyone wishing to be heard.

Kate Hartwyk; Essex County Liaison – Ms. Hartwyk announced upcoming County sponsored fishing derby and location. Ms. Hartwyk also noted the paper shredding day for Essex County residents on June 19th from 9:00 a.m. – 1:00 p.m. at 99 W. Bradford Ave. Ms. Hartwyk reported that the County will resume its concert series during the month of August at various County parks, conduct 4th of July fireworks, and re-open the Robert O’Toole Community Center for the senior lunch program.

David Vissering; 27 Rose Terr. – Mr. Vissering requested installation of STOP signs at the intersections of Clara Pl./Ira Rd. and Rose Terr./Ira Rd. Mr. Vissering noted a line of sight concern at 6 Rose Terr. and expressed concern regarding permitted parking on Sweetwood Dr. near Pompton Ave. The Manager advised that Mr. Vissering’s traffic concerns will be directed to the Traffic Safety Officer. Mr. Vissering inquired the notification process to residents regarding the reconstruction of Ozone Ave. project. Mr. Vissering criticized the governing body for alleged lack of response to anti-

semetic incidents at South End School property and Temple Shalom. Mr. Vissering also objected to the governing body’s adoption of a resolution (10/5/2020) pertaining to the conduct of 2020 general election. Mr. Vissering submitted a resolution for governing body consideration to rescind the referenced resolution.

There being no one else present wishing to be heard, Mayor Peterson closed this portion of the meeting.

AUTHORIZATION TO GO INTO EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings' Act (N.J.S.A.10:4-12 (b) (1-9) permits the exclusion of the public from a Meeting of the Mayor and Council in certain circumstances; and

WHEREAS, the Mayor and Council of the Township of Cedar Grove are of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Cedar Grove, County of Essex, State of New Jersey that:

1. The public shall be excluded from discussion of any action on the Executive Session of the Meeting of the Mayor and Council of June 7, 2021.
2. The general nature of the subject matters to be discussed is pending litigation.
3. It is anticipated at this time that the above stated subject matter will be made public as soon thereafter as it is deemed in the public interest to do so.
4. This Resolution shall take effect immediately.

Councilman Zichelli moved adoption of the resolution, seconded by Councilman Maceri, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson

NO: None

11. ADJOURNMENT

Councilman Zichelli moved adjournment of the public council meeting, seconded by Councilman Maceri, and passed by the following vote:

AYE: Councilmen Cicala, Maceri, Zichelli, Deputy Mayor Tanella, Mayor Peterson

NO: None

The meeting adjourned at 7:45 p.m.

PETER TANELLA MAYOR

ATTEST:

KATHLEEN R. STUTZ MUNICIPAL CLERK