

BOROUGH OF ELMWOOD PARK
WORK MEETING
November 14, 2013
8:00 p.m.

The Work Meeting of the Elmwood Park Mayor and Council was called to order by Deputy Municipal Clerk Barbara Dispoto at 8:00 p.m. Statement of Compliance was read.

Governing Body members Caramagna, Colletti, Conboy, and Vuoncino and were present. Councilman Castiglia and Pettigano were absent due to illness. Also present were Mayor Mola, Deputy Borough Clerk Barbara Dispoto, Councilman-Elect Dombrowski, Councilman-Elect Martino, Borough Engineer Pete Ten Kate and Borough Attorney Brian Giblin. Borough Clerk Keith Kazmark was absent due to vacation.

Whereas, Chapter 231 of the Public Laws of the State of New Jersey requires at the commencement of every meeting a Statement of Compliance be read by the presiding officer.

Now, Therefore Be Advised that the meeting requirements for this meeting have been met by the publishing an annual notice in The Record of Hackensack and Herald News of Woodland Park and by posting such notice in the office of the Borough Clerk as well as in a public place within the Municipal Building and by notifying interested citizens. Said notice was posted on January 1, 2013.

Public Hearing: No one wished to be heard.

Work Meeting Agenda Items:

1 – Presentation of Animal Control Services by Officer Ascolese – Mr. Ascolese stated that Bergen County Humane Enforcement is currently contracted with 8 municipalities. He further stated one of their duties is town canvassing for licenses. He further discussed the number of unlicensed animals that were located in other municipalities. Mayor Mola asked where they house the animals. Mr. Ascolese stated they have a no kill shelter in Cliffside Park that is run by the Bergen County Humane Enforcement. He further stated to date only 3 animals were euthanized in their facility, one by court order and two due illnesses. The Bergen County Humane Enforcement would make a daily drive through of the Borough. Mr. Ascolese stated he is aware of a coyote presence in Elmwood Park and further stated that he works closely with New Jersey Wildlife, Fish & Game which could aid the Borough with the coyote issue. Mayor Mola inquired about the pick-up of dead animals. Mr. Ascolese stated they will pick them up after hours and on weekends. If the Department of Public Works does not pick them up during business hours the BCHE can pick them up. Councilman Colletti inquired as to who currently performs animal control in the Borough. He further inquired as to how the BCHE fees and services compare to the current contract with Bergen County Animal Control. Mr. Ascolese stated his fees are approximately 20% less with more services provided than with Bergen County Animal Control. Ms. Ricci stated the Borough has a yearly contract with Bergen County, she also stated there are additional add on costs not included within the contract. Mr. Ascolese stated that Bergen County Humane Enforcement has a set fee for the contract. Councilman Vuoncino requested a report of fees paid to Bergen County Animal Control for a period of 5 years along with the ala carte charges incurred. Councilman Vuoncino asked in comparison of the two different contracts, are there any services the Borough receives now that are not included in the contract with Bergen County Humane Enforcement. Ms. Ricci stated the Borough would not lose any services but would gain additional services such as canvassing which would bring additional revenue to the borough. Mr. Ascolese discussed the Trap-Neuter-Release program where feral cats are humanely trapped, neutered, receive a rabbies shot and released back to their territory. Councilman-Elect Dombrowski inquired whether BCHE would go into the schools and educate the children regarding foxes and coyotes. Mr. Ascolese stated they currently do programs to educate children. Other programs such as Animal Appreciation have been done in other towns and they also offer opportunities for students to fulfill community services requirements. Further discussion regarding the proposed services will take place at the December 12, 2013 Work Session.

2 – Interlocal Agreement for Emergency Alternate Site Storage of Vaccines – Ms. Ricci discussed the Child Health Conference that takes place in the All-Purpose Room. She further discussed an interest with the Public Nurse in Garfield to run the Child Health Conference with Elmwood Park. Ms. Ricci discussed holding the conference in Garfield where the clinic has a waiting room and in turn the Public Nurses in Garfield would come to Elmwood Park for Health Department events. Councilman Colletti inquired about the emergency alternate site storage of vaccines. Ms. Ricci stated certain protocol is in place to ensure the storage of vaccines. Currently a thermometer in the refrigerator housing the vaccines is linked to a computer program that monitors the temperature and gives alert regarding any changes to the temperature. She further stated having an alternate site further ensures the protection of the vaccines. She further stated the Health Department has a tentative agreement with the City of Hackensack as an alternate site.

3 – Engineering Report:

- a. **Monthly Status Report** – Mr. Ten Kate stated two grant applications are being worked on. One is for a Community Development which is due the first week of December and the second is for the Passaic River Basin. He stated there are several areas along Fleischer's Brook with silt build up and feels the Borough should try to secure some of the funds. The plans are to have Mosquito Control

perform the excavating, therefore the Borough would incur the disposal costs. He stated there would be additional costs for environmental testing. Mr. Ten Kate stated the milling of Orange Avenue will take place on Monday, November 18, 2013 with paving completed at the end of the week. Mr. Ten Kate discussed the cost of \$9,925 to patch the Library parking lot. He further discussed that the bond would cover the cost however it would not be reimbursable through the Community Development grant. The quote is from Smith-Sondy who is the current contractor performing the Improvements to Orange Avenue. Mr. Ten Kate stated the patch work would be performed on the roadway of the parking lot and not where the parking spaces are. A consensus was taken with the Council whether to move forward with the patching of the parking lot. All members present were in favor to do the patching for safety reasons with Councilman Conboy stating he feels the patching should be done but feels the Library Board should pay the cost and the Council can then pave another intersection in-need that would fall under the grant in turn reimbursing the Borough for the expense. Mr. Ten Kate discussed the additional costs that were incurred with the emergency generator. He further discussed that one additional change order will be needed when all the work is completed. Change order #1 will be put on the December 5, 2013 Regular Meeting Agenda. Mr. Ten Kate stated the Water Main map is almost complete and will be forwarded to Mr. Karcz for review. Councilman-Elect Dombrowski inquired about the non-operational hydrants that were discussed at the public meeting by a resident. Mr. Ten Kate stated that he received an email from Mr. Karcz stating all the hydrants were fixed. Discussion ensued regarding concerns pertaining to fire hydrants. The bid was awarded for the Emergency Water Main & Sewer Main Repairs and bids will be received on November 27, 2013 for the Gall Avenue Sewer Repair. Mr. Ten Kate discussed the new Kipp Avenue pump station is operational and the old pump station is being demolished. He further discussed the project should be completed by the end of the month. Mr. Ten Kate spoke with the County Engineer regarding Van Riper and the widening of River Drive. He stated that Boswell was present at the hearing regarding the storage facility in Saddle Brook and their concern was made clear regarding the pipe into Fleischer's Brook. Mr. Ten Kate discussed a meeting with the Recreation Department regarding a master plan for the Borough parks. He further discussed a safety walk through the parks with JIF. Councilman Conboy discussed how a master plan can aid the Recreation Department with the parks. He further discussed Ms. Puglisi pursuing certification as a Playground Equipment Inspector. Mayor Mola asked if anyone against Mr. Ten Kate continuing with the Master Plan. No objections were made. Mr. Ten Kate discussed additional resolutions needed. One is to endorse the Community Development grant application which will be a joint application between Elmwood Park and Garfield. The second resolution is to endorse a Department of Environmental Protection grant that is available to municipalities along the Passaic River Basin. This grant would be utilized to clean Fleischer's Brook. Mr. Ten Kate stated the due date for this application is November 25, 2013 which is prior to the next Regular Meeting. Therefore the following resolution was voted on by the Council:

**BOROUGH OF ELMWOOD PARK
BERGEN COUNTY, NEW JERSEY
RESOLUTION R-357-13**

**RESOLUTION BY: COUNCILMAN VUONCINO
SECONDED BY: COUNCILMAN CONBOY**

**CONFIRM ENDORSEMENTS FOR THE
NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION (NJDEP),
DIVISION OF LAND USE AND REGULATION (DOLUR)
FLEISCHER'S BROOK**

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP), Division of Land Use and Regulation (DOLUR) is making funding available to municipalities located in the Passaic River Basin to perform de-snagging and shoal dredging work through the 2013 Passaic River Basin Cleanup Grant Program, and

WHEREAS, the Borough of Elmwood Park lies within the Passaic River Basin Watershed, and

WHEREAS, Fleischer's Brook transverse 15,523± lineal feet within the Borough, and,

WHEREAS, Fleischer's Brook receives the drainage from an area of 11,584 acres (1.81 sq. miles) and

WHEREAS, Fleischer's Brook has accumulated shoals due to the amount of storm water and surface water runoff that flows and drains into the Brook, and

WHEREAS, the shoals inhibit the free flow of storm water within the Brook and,

WHEREAS, areas of Fleischer's Brook require de-snagging due to overgrowth which inhibits free flow of stormwater, and

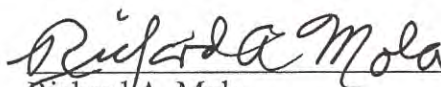
WHEREAS, the aforesaid grant would allow the Borough to restore the free flow of the brook in several areas and

WHEREAS, the aforesaid project is in the best interest of the people of Elmwood Park and

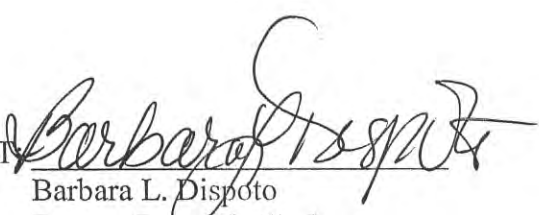
NOW THEREFORE BE IT RESOLVED, that the Governing Body of the Borough of Elmwood Park hereby confirms endorsement of this Letter of Interest to receive funding from NJDEP to prevent and reduce local flooding in the Flesicher's Brook Stream Corridor, and

BE IT FURTHER RESOLVED, that a copy of this resolution shall be sent to NJDEP Division of Lane Use and Regulation for the consideration of the Letter of Interest for Funding for shoal removal and de-snagging of Fleischer's Brook in the Borough of Elmwood Park.

APPROVED: November 14, 2013


Richard A. Mola
Mayor

ATTEST


Barbara L. Dispoto
Deputy Borough Clerk

Record of Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Caramagna	X				Pettigano				X
Castiglia				X	Vuoncino	X			
Conboy	X				Colletti	X			

This resolution was approved by the Mayor and Council of the Borough of Elmwood Park at a regular scheduled meeting held on the day 14th of November 2013. Signed and sealed before me.

Keith Kazmark RMC/CMC/MMC
Borough Clerk

Dated

Councilman Colletti discussed a call he received from Ms. Shamah referencing a wall along Fleischer's Brook near the Birchwood Deli that is failing. He inquired who is the responsible party regarding the wall. Mr. Ten Kate stated he does not believe the Borough is liable for the wall and he will research it further. He further stated the Borough has an easement along the stream which gives the right but not the obligation to clean the stream. Councilman Colletti expressed his concern if the wall was to fail and back up the stream. Mr. Ten Kate stated if it falls into the brook the Borough has the right to go in and remove the blockage. Councilman Colletti asked Mr. Ten Kate to research into who is the liable party so that he may report it back to Ms. Shamah.

4 – Discussion with Police Chief Johnson:

- a. **Police Department Staffing** – Chief Johnson discussed the Police Department running with 35 officers while the ordinance regarding the table of organization calls for 40 officers. He further discussed the injuries that have further reduced the manpower within the department. Chief Johnson stated while there have been discussions regarding the table of organization, he feels waiting to fill the sergeants position is only delaying the process. At which time the Chief requested the Council hire more officers. Chief Johnson would like to hire 3 officers and have a plan in place outlining the completion of the table of organization. Councilman Conboy inquired whether the Chief wanted to pursue inter-governmental transfers or send potential officers through the academy. The Chief stated he would like to explore all options. Councilman-Elect Dombrowski inquired how many officers are eligible to retire this year and in 2014. Chief stated for 2013 he is the only one eligible to retire and in 2014 the number of officers eligible to retire is 4. He further stated in 2015 is when groups of officers will be eligible. Chief Johnson stated in the next five years approximately 15 officers will be eligible for retirement. Councilman Colletti stated the 2% cap must be kept in mind. Mayor Mola stated the hiring of new officers needs to be discussed during the 2014 budget discussions. Chief Johnson stated the salaries of the retired officers should have been reinvested into the Police Department and earmarked for new hires. Councilman Vuoncino inquired about the hiring of dispatchers. Chief Johnson stated the dispatchers are strictly for communications. Therefore at night and during the weekends, officers need to be called back to headquarters for certain situations.

He also discussed the build-up of time banks because of the inability to obtain coverage for officers taking time off.

- b. **Gilbert Avenue (Elm Street – River Drive)** – Discussion ensued pertaining to the survey that has taken regarding making Gilbert Avenue a one way street. Councilman Colletti stated the Fire Department has no objection to the one way. Chief Johnson stated Dr. Tomko has stated in the past that he was in favor of the one way. Chief Johnson suggested a trial period be conducted. Mayor Mola discussed the recent changes with parking near Gilbert Avenue School. He further discussed teachers parking their cars along Gilbert Avenue after their lunch. Councilman Conboy stated Gilbert Avenue would be a good area to residential sticker parking. After some discussion the Council agreed to a trial period of three months for one way parking on Gilbert Avenue between Elm Street and River Drive. Mayor Mola confirmed the one way would be a constant enforcement and not only effective when school is in session.
- c. **False Alarm Ordinance** – Chief Johnson stated he reviewed the tabled ordinance and pointed out the resolution was for the false fire alarms. Councilman Vuoncino requested that pending ordinances be reviewed by the Department Heads which they affect. Chief Johnson discussed his desire to allow 3 false alarms at no charge. He further discussed some alarms are being disconnected to avoid penalties and owners are requesting the alarm companies to call them first. Chief Johnson expressed his concern with calling the owner first as it delays the response time from the Police, which could be critical if an actual break in has occurred. After some discussion it was agreed the first 3 would be free, 4th offense \$50, 5th offense \$100, 6th offense \$300 and the 7th and thereafter \$500.
- d. **Route 46 Motels** – Chief Johnson stated that issues have occurred at the motels on Route 46 which have brought to their attention some deficiencies within the ordinance that regulates the motels. The Captains have reviewed ordinances in other municipalities pertaining to the motels. Chief Johnson stated with the approaching Super Bowl there is concern of human trafficking, prostitution, and exceeding room occupancy. Chief Johnson wishes to enhance the ordinance therefore enabling the Police Department to be more effective with their enforcements. The discussion of the ordinance pertaining to motels will be held over to the December 12, 2013 Work Session at which time the Council can review suggested changes to the ordinance from Chief Johnson.

5 – Chamberlain Avenue Parking – Mayor Mola stated the Council needs to make a decision regarding the parking situation on Chamberlain Avenue due to the repair shop. Councilman Vuoncino stated it was his recollection that Mr. Kazmark would be having a meeting with the owner of the repair shop. Councilman-Elect Dombrowski asked Mr. Giblin regarding vehicles which seem to have been housed at the location for an extended period of time. Mayor Mola questioned if the Board of Adjustment allow the storage of vehicles. Councilman Conboy asked to review the documentation from the Board of Adjustment regarding whether the use that was approved. Discussion is held over until the December 12, 2013 Work Session.

6 – Library Transfer Form – Mrs. Dispoto explained the transfer form that is submitted to the State Library Board was forwarded to Mr. Kazmark by Mrs. Silverman.

7 – Memorandum from Richard Bolan regarding a potential expansion of shared services – Mrs. Dispoto stated the potential expansion of the shared services would not take effect until early 2014 and asked the Council to review the information for future discussions. Councilman Colletti requested that Mr. Kazmark get a projected amount of the costs for any future employees regarding benefits and potential retirement within the proposed expansion of shared services. Councilman Vuoncino stated the person will be employed by Fair Lawn and they would be responsible for the benefits. Elmwood Park would be paying for the employees services through the shared service agreement. Councilman Colletti had mistaken the proposed person would be an Elmwood Park employee. Councilman Colletti stated that moving forward the Council should take into consideration the retirement and benefit package for future employees.

8 – ORDINANCES:

- a. **Building Subcode Fee Ordinance** – Mrs. Dispoto discussed the requirement for fee schedules to be in-line with each other when municipalities are operating with a shared service agreement. Councilman Conboy commented about the differences of the fee schedules and suggested that Fair Lawn increase their fees to match Elmwood Park instead of Elmwood Park reducing their fees. Councilman Colletti requested that Mr. Kazmark get a projected amount of the costs for any future employees regarding benefits and potential retirement.

9 – DEPARTMENTAL REPORTS:

- a. **Library Minutes – September 23, 2013** – Accepted without discussion.
- b. **Department of Public Works Report – October 2013** – Accepted without discussion.
- c. **Municipal Court Report – October 2013** – Councilman Vuoncino requested year to date totals be included in the report and minutes were accepted.
- d. **Police Department Report – October 2013** – Accepted without discussion.
- e. **Building Department Inspection Report – August 28, 2013 to November 1, 2013** – Accepted without discussion.

10 – COMMITTEE REPORTS:

Councilman Caramagna reported progress.

Councilman Conboy had no report.


Councilman Vuoncino reported the Ambulance Corps. Christmas party is scheduled for Friday, December 13, 2013. New Jersey SEM will be going out for bid on December 10, 2013 and the Councilman will report the results at the next work session. Councilman Vuoncino stated that NJ SEM will be making two presentations at the League of Municipalities Convention.

Councilman Colletti asked Councilman Conboy about the weight room usage for Borough employees. Councilman Conboy stated the Recreation Commission has discussed the topic and had some questions that Ms. Puglisi would present to Mr. Giblin.

Mayor Mola discussed a meeting with PSE&G to discuss the planting of trees within the Borough. Discussion ensued to PSE&G's trimming of borough trees.

A motion was made by Councilman Caramagna and seconded by Councilman Vuoncino to adjourn. Motion carried by the members present.

Respectfully submitted,



Barbara L. Dispoto
Deputy Borough Clerk

Minutes approved at the December 5, 2013 Regular Meeting of the Mayor and Council.