

BOROUGH OF ELMWOOD PARK
WORK MEETING
February 28, 2013
6:30 pm

The Work Meeting of the Elmwood Park Mayor and Council was called to order by Municipal Clerk Keith Kazmark at 6:38 p.m. Statement of Compliance was read.

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 of January 1, 2012.

Governing Body members Caramagna, Castiglia, Colletti, Pettigano, and Vuoncino were present. Councilman Conboy was absent. Also present were Mayor Mola, Borough Clerk Keith Kazmark, Borough Attorney Brian Giblin and Borough Engineer Pete Ten Kate.

Public Hearing: Opened to the public at 8:10 p.m. No one wished to be heard.

Work Meeting Agenda Items:

1 – Paul Lerch, RMA – 2013 Budget – Mr. Lerch stated that the spending is down \$91,000 from the prior year which equals 3/10 of a point. He then discussed that the impact on the average home assessed at \$330,000 is approximately \$65.00. Mr. Lerch discussed the terminal leave payouts for the Police Department. Discussion then ensued to the reductions in salary and wages. Mr. Lerch discussed the other expenses within the budget. Discussion ensued to an increase in the health benefits. Discussion ensued to the increase or decrease of multiple line items. Mr. Kazmark discussed the placement of a line item in the budget for Office of Emergency Management for \$5,000 was requested by the OEM Coordinator and the impending retirement of two Recreation Department employees. He further stated that he would like to have Mr. Lerch make these adjustments to the budget prior to the introduction upon the Mayor and Council's approval. Councilman Vuoncino inquired if Chief Johnson mentioned some capital improvements in the Police Department. Mr. Kazmark stated that the Borough has down payment funds if the Council chooses to bond or do a cash match to a grant for improvements. Mr. Kazmark stated that Mr. Riggitano has been optimistic from the prior budget year for the 2013 budget year. However, Mr. Riggitano was not as optimistic for the 2014 budget. At this point Mr. Lerch started his discussion pertaining to the budget forecast. Mr. Lerch discussed the ability to raise taxes an additional \$900,000 over the 2% due to the amount of the debt service amount. Discussion then ensued to the school district. Mr. Kazmark discussed an upcoming meeting with department heads who are seeking capital improvements. Councilman Colletti inquired about seeking an additional increase now to avoid a larger increase in 2014. Mr. Riggitano suggested the 2013 budget be introduced and then the Council can seek to amend the budget before the adoption. Mr. Kazmark stated that he is seeking to introduce the budget at the March 21, 2013 Regular Meeting and adopt the budget on either April 18, 2013 or May 2, 2013. Mr. Riggitano stated that he would be attending a conference during the May 2, 2013 meeting, therefore Mr. Kazmark stated the adoption will be on the agenda for the April 18, 2013 Regular Meeting. Mr. Kazmark then asked the Mayor and Council for the record that the budget will be introduced on March, 21, 2013 and adopted on April 18, 2013. There were no objections by the Council.

2 – Municipal Engineer's Report

- a. Proposal for Engineering Services – Repair of Market Street & Boulevard** – A resolution will be place on the March 7, 2013 Regular Meeting..
- b. Scope of Services – Installation of Emergency Generators** – Mayor and Council authorized Mr. Ten Kate to move forward with one emergency generator for the Municipal Building.
- c. Fleischer's Brook Stream Restoration** - A resolution will be place on the March 7, 2013 Regular Meeting.
- d. Emergency Contractor** – Mr. Ten Kate discussed when the emergency contract was awarded there was a clause in the contract that the Borough can extend the contract. He recommends that one additional year be extended to Colonelli Brothers for the water and sewer main emergency repairs. A resolution will be placed on the March 7, 2013 Regular Meeting.
- e. Municipal Bonding** – Mr. Ten Kate stated at the last meeting he spoke about projects that the Council would want to bond. He further asked the Mayor and Council for the amount that they are seeking to be bonded. Discussion ensued to the Community Development grant for Orange Avenue. Mr. Ten Kate further explained a refunding bond. Mr. Ten Kate stated that the stream

cleaning permit is valid until November. He further discussed the alternates in the proposal for Fleischer's Brook. Mr. Ten Kate stated he will reach out to Garfield to see if the City is willing to contribute to the permit fee. Mr. Ten Kate discussed the complications during Hurricane Sandy. He discussed the area that this pump station accommodates. He further stated that he is seeking grant money from the Hazards Mitigation to help offset the some of the costs. Mr. Ten Kate discussed the reserve for water and sewer main breaks are diminishing and he would like to add funds for any future breaks. Mr. Kazmark stated that a multi-purpose bond would be the direction he suggests. Bonding will be revisited at the Work Session of March 14, 2013.

3 – Chain of Command – Department of Public Works – Mr. Kazmark stated that the discussion is to refer only to the chain of command and not individuals. Discussion ensued to the different titles and positions. Mr. Kazmark stated that Mr. Karcz recommends cancelling one of each of the titles and request a competitive exam for the position of Assistant Supervisor which would be open for all current Sr. Public Works Repairer, and request a competitive exam for Sr. Public Works Repairer and Public Works Repairer.

4 – Chain of Command – Police Department – Discussion ensued that two Lieutenants will be promoted to Captain and two Sergeants will be promoted to Lieutenant. Mayor Mola stated that each promotion is an increase of \$10,000. Mr. Kazmark stated that those numbers have been included in the budget. Mayor Mola commended Councilman Vuoncino for the work he has done working with the Chain of Command. Mayor and Council authorized Mr. Kazmark to request the lists from Civil Service certification lists for both Captain and Lieutenants.

5 – Letter from Brian Giblin to Board of Recreation Commissioners – Mr. Kazmark stated that this letter was prompted due to a Recreation Commissioner speaking at the public portion of a prior Mayor and Council meeting stating that he would vote on a lease for the Little League even though he is associated with the Little League. This raised concerns of a conflict of interest therefore Mr. Giblin prepared a letter for the Recreation Commissioners. Mr. Kazmark further stated that he attended the Recreation Commission Meeting and when the Commission went into executive session he presented the letter to the Commissioners. The question arose to what entity has the ability to lease the fields. Mr. Giblin stated that is it his opinion after reviewing statutes that the property is owned by the Borough and therefore only the Mayor and Council has the ability to enter into a lease. Further discussion ensued to the leasing of the fields. Discussion ensued to other Municipalities having Recreation Commissions while others may have an Advisory Board. Mr. Giblin stated that Commissions are by statutes while Advisory Boards fall under the Mayor and Council. Discussion then ensued to what would need to be done if a decision was made to abolish the Commission. Mr. Kazmark stated it would be done by ordinance.

6 – ORDINANCES:

- a. **Amendments to Chapter 20 – Parks and Recreational Areas** – Mr. Kazmark discussed the changes that the Recreation Commission are recommending. He further stated that the Mayor and Council will need to codify through ordinance.
- b. **Amendments to Chapter 2-37 – Board of Recreation Commissioners** – Mr. Kazmark discussed the recommendations made by the Recreation Commission. He further discussed the paragraph in which it states the Commission wants full control over all fields. Mr. Giblin was authorized to review the document to verify it follows statutes.

7 – DEPARTMENTAL REPORTS:

- a. **Building Department Reports – November 2012, December 2012 & January 2013** – Accepted without discussion.
- b. **Municipal Court Report – January 2013** – Accepted without discussion
- c. **Rent Stabilization Board Minutes – August 27, 2012 & February 12, 2013** - Accepted without discussion
- d. **Library Minutes – January 28, 2013** - Accepted after discussion pertaining to wireless access in the Library.

8 – COMMITTEE REPORTS:

Councilman Castiglia discussed the pump station located near Market Street and Boulevard. Discussion ensued to the engineering costs. Councilman Castiglia discussed sewer backups and the need for the engineers to research the issues at the pump station so it can be rectified.

Councilman Caramagna discussed the recyclables scattered on the streets. He further discussed the parking signs on Orange Signs.

Councilman Pettigano had no report.

Councilman Vuoncino inquired if the Ambulance building is covered by insurance. Mr. Kazmark stated that he is sure that the building is covered, however he will verify it with Frank Covelli and reach out to Pete Pias. Councilman Vuoncino discussed upcoming DWI check points. He further stated that the Police Department applied for the Safe and Secure grant along with a Click It or Ticket grant. Councilman Vuoncino then discussed capital improvements that the Chief is seeking.

Councilman Colletti discussed the School Board meeting. He stated that Mr. Egan stated there would be a financial report monthly. He further discussed the forecasted surplus for this school year. Mr. Kazmark stated that the numbers were made public and the School District will receive an additional \$500,000 in State aid.

Mayor Mola discussed an upcoming meeting with David Hollenbeck from PSE&G. The purpose of the meeting is to be better prepared in the event of another storm such as Hurricane Sandy. He further is going to inquire about the costs associated with fixing the infrastructure that was a result of Hurricane Sandy and how that is going to affect the Borough.

9 – EXECUTIVE SESSION:

- a. Stipulation of Settlement – Novar Vidal vs. Elmwood Park**
- b. Fenscak Avenue & Boulevard – Title Work**
- c. Personnel – Tax Assessors Office/Recreation**
- d. EPA Synkote Paint Building**

WHEREAS, the Open Public Meetings Act P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

Stipulation of Settlement – Novar vs. Elmwood Park
Fenscak Avenue & Boulevard – Title Work
Personnel – Tax Assessor’s Office/Recreation
EPA Synkote Paint Building

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW THEREFORE BE IT RESOLVED, that the public be excluded from this meeting.

A motion was made by Councilman Colletti and seconded by Councilman Vuoncino to enter into Executive Session. Motion carried by the members present.

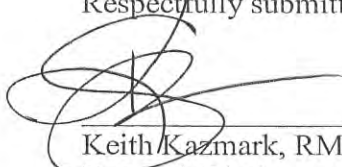
Stipulation of Settlement – Novar vs. Elmwood Park
Fenscak Avenue & Boulevard – Title Work
Personnel – Tax Assessor’s Office/Recreation
EPA Synkote Paint Building

A motion was made by Councilman Pettigano and seconded by Councilman Colletti to return to the public session. Motion carried by the members present.

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

Meeting adjourned at 9:36 p.m.

Respectfully submitted,



Keith Kazmark, RMC/CMC/MMC
Borough Clerk

Minutes approved by the Mayor and Council at the Regular Meeting of March 21, 2013.