

BOROUGH OF ELMWOOD PARK

WORK MEETING

June 25, 2015

8:00 p.m.

The Work Meeting of the Elmwood Park Mayor and Council for June 25, 2015 was called to order by Municipal Clerk Keith Kazmark at 8:03 p.m. The 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 on January 1, 2015.

Council Members Colletti, Dombrowski, Martino, Pettigano and Caramagna were present. Also present were Mayor Mola, Borough Clerk Keith Kazmark, Borough Attorney Giuseppe Randazzo, and Borough Engineer Nordan Murphy. Councilman Vuoncino was absent.

Public Hearing: No one wished to be heard.

Work Meeting Agenda Items:

1 – ENGINEERING REPORT:

- a. **2015 Bergen County Open Space Fund** – Mr. Kazmark advised that the application date was coming up. The Mayor and Council agreed with the recommendation of the Recreation Advisory Board to apply for funds for Cherry Hill Park. Discussion ensued as to previous open space grants.
- b. **Recommendation from Recreation Advisory Board for Open Space Fund** – See item 1a.
- c. **Municipal Building Air Conditioning Replacement** – Mr. Murphy discussed the current antiquated HVAC system in the Municipal Building. A walk through was conducted with the mechanical engineer and the DPW Superintendent. Mr. Murphy discussed some of the challenges with the concrete block building and the retrofitting effort. Mr. Karcz stated that he was looking to get an idea of cost as he gets almost daily complaints about the temperature being too hot or too cold in the building. Discussion regarding the logistics of the installation and the building challenges ensued. Mr. Kazmark recommended that Mr., Riggitano look over the current costs for utilities and the Council can evaluate their options. The Mayor and Council agreed.
- d. **Re-Bid for Improvements to Boulevard Section 8 & 9** – Mr. Kazmark advised that the grant amount is \$149,000. Mr. Murphy stated we had three bidders, and the low bid is approximately \$203,000. There is not much that can be done to trim the scope of work. He broke down the costs and the changes in the concrete and asphalt costs. Discussion of the bonding for this project and ADA work ensued. Mr. Murphy recommended we request an extension of time from the NJ DOT. Councilman Dombrowski stated the section of the Boulevard near Pathmark is very bad. The extension can be requested because both bid efforts came in high. The Mayor asked whether the Boulevard section can be done this year even if the remaining section must wait until spring. Mr. Murphy stated we could try for that. The Mayor and Council agreed to request the extension, re-bid and attempt to get the Boulevard section between Route 4 and Elmwood Terrace before winter. All agreed.
- e. **Video Detection Equipment for Boulevard & Broadway** – Mr. Murphy reported that he solicited quotes and the low quote is \$14,000. That is in addition to the \$203,000 mentioned above.

Discussion on punch list items for road re-surfacing ensued.

2 – DEPARTMENT OF PUBLIC WORKS:

- a. **Request for Purchase of a Pick Up Truck** – Mr. Karcz stated this truck is quoted at \$33,000 and will replace a 19 year old truck. The DPW has 15 trucks in total with 18 employees. Mr. Karcz addressed the use of the vehicles in the fleet and use of man power. The Mayor and Council agreed to the purchase.
- b. **Request for Purchase of a Toro Mower** – Mr. Karcz reported that the quote for this machine is \$22,000. Mr. Karcz discussed the various models he looked at. The current tractor is a 1996. Councilman Dombrowski questioned contracting out for a landscaper to cut grass. Discussion ensued as to man power and the interview process for open DPW positions. After additional discussion the Mayor and Council agreed to the purchase.
- c. **GPS Units in Municipal Vehicles** – Mr. Karcz stated the current GPS system is 10 years old. He discussed the use of modems. He has researched the cost of new equipment and the monthly service charge. Mr. Karcz further discussed the current costs which in his opinion are very high. He met with Verizon and is recommending the Network Fleet system. He explained the cost savings which is significant, the interface with the GPS tracking system. There will also be alerts sent back to the

Department Heads. The overall cost will drop and the technology will increase. Mr. Kazmark advised that this can be awarded without Mayor and Council resolution as it is below the bid threshold, however it was important to share this information. The Mayor and Council were in favor of the changeover.

3 – **Resignation letter from JoAnne DeMaio from the Rent Leveling Board** – Mr. Kazmark advised the Mayor and Council of the resignation. Councilman Dombrowski suggested Louise Gerardi. The Mayor stated he would advise the Clerk of how he'd like to proceed.

4 – **Proposal for Passaic River Kayak and Canoe Blueway Trail** – Councilman Pettigano discussed the plan presented by the PVSC. He further discussed that the plating's will be done in October or November.

5 – **Request for a Block Party for Rudolph Avenue residents** – The Mayor and Council requested a resolution of approval for the July public meeting.

10 – **Request from Donna Puglisi to hire an additional employee for Summer Camp** – Mr. Kazmark advised that we had an employee in the Recreation Department break his ankle and will need to be replaced for summer camp. Discussion ensued as to residency. The Mayor and Council requested a resolution of approval for the July public meeting, with a start date of this Monday.

6 – **ORDINANCES:**

a. **Roadway Openings Requirements** – Mr. Kazmark advised that this was a topic which came up in response to PSE&G's project and whether the Borough should lengthen the moratorium from 2 years to 5 years. Discussion ensued. The Mayor and Council requested an ordinance for introduction for the July public meeting.

7 – **DEPARTMENTAL REPORTS:**

a. **Department of Public Works Report – February through May 2015** – Council President Dombrowski asked about the February report being submitted in June. The Council President asked about providing more clerical support for DPW and asked whether the Recycling Coordinator should be relocated to DPW to help. Discussion as to staffing and reporting ensued. Mr. Kazmark will address the timing of the submissions of the reports.

b. **Library Minutes – May 18, 2015** – Accepted without discussion.

c. **Recreation Department Report – June 2015** - Council President Dombrowski asked if more detail could be added to this report.

8 – **COMMITTEE REPORTS:**

Councilman Pettigano reported progress.

Councilman Vuoncino was absent.

Councilman Dombrowski recommended that the Mayor and Council honor RJ Calabro for helping with the ballfields.

Councilman Caramagna reported on staffing at the Board of Education.

Councilman Martino reported progress.

Councilman Colletti discussed the JIF safety committee and asked whether there are any areas in which we can add training sessions to further improve safety. Mr. Kazmark advised that he will speak to the Department Heads.

Mayor Mola had no report.

9 – **EXECUTIVE SESSION:**

a. **Letter regarding Affordable Housing Service**

b. **Letter regarding Settlement of Tax Appeal**

c. **Litigation – Buonanno vs Borough of Elmwood Park**

d. **Proposed Shared Service Agreement – Elmwood Park Board of Education**

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:

Letter regarding Affordable Housing Service
Letter regarding Settlement of Tax Appeal
Litigation – Buonanno vs Borough of Elmwood Park
Proposed Shared Service Agreement – Elmwood Park Board of Education

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 Pettigano and seconded by Councilman Colletti to enter into Executive Session. Motion carried unanimously.

Letter regarding Affordable Housing Service
Letter regarding Settlement of Tax Appeal
Litigation – Buonanno vs Borough of Elmwood Park
Proposed Shared Service Agreement – Elmwood Park Board of Education

A motion was made by Councilman Pettigano and seconded by Councilman Martino to return to the public session. Motion carried unanimously.

A motion was made by Councilman Pettigano and seconded by Councilman Martino to adjourn. Motion carried unanimously.

Respectfully submitted,



Keith Kazmark, RMC/CMC/MMC
Borough Clerk

Minutes approved at the November 5, 2015 Regular Meeting of the Mayor and Council.