

BOROUGH OF ELMWOOD PARK
WORK MEETING
August 4, 2016
8:00 p.m.

The Work Meeting of the Elmwood Park Mayor and Council for August 4, 2016 was called to order by Municipal Clerk Keith Kazmark at 8:00 p.m. The Statement of compliance was read.

Council Members Colletti, Chirido, Dombrowski, Giandomenico, Martino and Vuoncino were present. Also present were Mayor Mola, Municipal Clerk Keith Kazmark, Borough Attorney Brian Giblin and Borough Engineer Nordan Murphy.

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 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, 2016.

Public Hearing: No one wished to be heard.

Work Meeting Agenda Items:

1 – ENGINEERING REPORT:

- a. **Monthly Status Report** – Mr. Murphy stated the application for the NJDOT Safe Routes to School has been submitted. PSE&G has completed the repaving of the streets that were part of the Energy Strong Project. The demolition of the Synkote Paint building is completed and was within budget. The notice to proceed regarding the Market Street Force Main Improvements was issued on July 22, 2016 and the anticipated date of completion is November 20, 2016. The notice to proceed regarding improvements to Pump Station #6 was issued on May 31, 2016 and the estimated date of completion is February 2017. A corrective work letter regarding the 2015 Road Program was sent out on August 3, 2016. The contractor will have 7 days to complete the corrective work from the receipt of the letter. Final payment will not be recommended until all the corrective work has been completed. Improvements to Boulevard for Sections 8, 9 & 10 were completed on May 26, 2016 and a letter regarding corrective work was sent. The contractor has since contact Alaimo Engineering stating the corrective work has been completed. A site inspection will be scheduled to confirm all the corrective work was completed. Mr. Murphy discussed the progress of the hockey rink at Borough Field. He further discussed the Improvements to Summit Avenue, North Street, Franklin Street and Gall Avenue. Bids are scheduled to be received on August 31, 2016 and it is anticipated the project can be awarded in September. Mr. Murphy discussed Market Street Streetscape, Phase 2 Project and the recent change order that was for changes to the lighting plan. A contract completion date of November 8, 2016 has been established. Mr. Murphy discussed the progress of the 2016 Road Program and the anticipated date for advertising is August 26, 2016. He further discussed the water tank replacement project and anticipated the project design will be completed in late spring of 2017.
- b. **Proposal – Inspection of Supports for Force Main over Passaic River** – Mr. Murphy discussed the options presented in the proposal. He further discussed because of the uncertainty of what exists underground, a full inspection needs to be done to know how to move forward. Discussion ensued as to the type of information is expected from the inspection process. Mr. Murphy stated the study should take approximately 4 weeks. A resolution will be placed on the August 18, 2016 Regular Meeting agenda.
- c. **Request from Boswell Engineering regarding Market Street Streetscape – Phase 2** – Borough Kazmark discussed the request by Boswell Engineering for an additional \$5,000 for the project. A resolution will be placed on the August 18, 2016 Regular Meeting.
- d. **State Suspension of TTP Funded Projects** – Discussion ensued as to the Contractor addressing items on the punch list. Due to the suspension of funds from the NJDOT, at this time it is unclear how the final payment will be handled.
- e. **Bergen County Open Space Trust Fund Municipal Program – 2016 Funding**

Program – Borough Clerk Kazmark discussed an inspection of the parks which was conducted by the JIF Safety Inspectors. Recreation Director Puglisi stated the report names Birchwood Park as the park in the most disrepair. She further discussed other issues that were addressed regarding the other parks in town. Ms. Puglisi stated based on the report by our JIF she is suggesting the 2016 Open Space Grant be submitted for Birchwood Park. She reviewed with the Mayor and Council the plans for Birchwood Park. The estimated cost for Birchwood Park is approximately \$126,602. Discussion ensued as to the amount that may be awarded through the Open Space Grant. Based on the prior grant award being reduced to approximately \$30,000, it was stated the Mayor and Council should be prepared to pay any additional costs to complete the project if a similar grant amount is received. Discussion ensued as to the current condition of the playground equipment at Birchwood Park. Ms. Puglisi stated herself and Mr. Karcz are addressing items that can be mitigated. Discussion ensued as to whether some of equipment should be removed. Ms. Puglisi will reach out to Mr. Karcz to address items that may need to be removed. Discussion then ensued as to the flooring in the spray ground. It was stated the warranty on the flooring is five years with no maintenance that can be performed other than to repair holes. Ms. Puglisi stated the flooring is seven years old. Mayor Mola suggested grant funding be pursued for the Marina.

2 – Email from Recreation Director Donna Puglisi regarding the Recreation Department Bus – Ms. Puglisi discussed the options for the school bus. After some discussion the decision was made to auction the bus.

Ms. Puglisi gave an update to the progress regarding Cherry Hill Park. She stated the work will come in under budget. She is waiting for three quotes for lighting and camera installation at the park. Discussion also ensued as to cameras being installed at Birchwood and Gall Avenue parks. Borough Clerk Kazmark discussed the need for situations to be handled in a private setting to protect confidentiality. Ms. Puglisi discussed some ideas she had to create a private office in the Recreation Complex. At this time she is waiting for quotes to submit to the Mayor and Council.

3 – Request from Ingui Family to hold a 5K run/walk within the Borough – The request will be given to the Police Department to determine the best route for the event.

4 – Emails pertaining to a resident's request for additional stop signs from 14th Avenue to 18th Avenue – Borough Clerk Kazmark discussed the email chain in which it is the recommendation from the Police Department that the addition of stop signs is not supported by their investigation.

5 – Letter from PIA regarding Membership Renewal in South Bergen JIF – Mayor and Council requested a resolution for the August 18, 2016 Regular Meeting agenda to renew membership in South Bergen JIF.

6 – Shared Service Agreement for Short Term Rental of County Owned Street Sweeper – Mayor and Council requested a resolution for the August 18, 2016 Regular Meeting to enter into the shared service agreement with the County.

7 – Engineer's Estimate #2 regarding ADA Ramps on County Roads – Mr. Kazmark discussed the recommendation from Boswell Engineering to pay the contractor for the completed work. A resolution will be placed on the August 18, 2016 Regular Meeting.

11 – Email regarding the EP Bombers request to utilize the Recreation Bus for away games – Borough Clerk Keith Kazmark discussed the late submission to the agenda requesting the use of the Recreation Department bus for the Bombers organization for away games. Mayor and Council requested a resolution for the August 18, 2016 Regular Meeting agenda to approve the request to utilize the Recreation Department bus.

8 – ORDINANCES:

- a. **Banning Sale of Cats & Dogs from Pet Shops** – Borough Clerk Keith Kazmark discussed the ordinance that was disbursed to the Mayor and Council is from Hackensack which arose from the situation at a Paramus pet shop. Mayor Mola expressed his thoughts against

the ordinance. After some discussion it was decided the ordinance would not be pursued.

- b. **Parking Ordinance #7-11 & #7-13** – Borough Clerk Keith Kazmark discussed how the conflicted ordinances came to light when the Department of Public Works had a work order to paint the curbing yellow. Mayor and Council requested the Borough Attorney draft an ordinance for introduction at the August 18, 2016 Regular Meeting.

9 – DEPARTMENT REPORTS:

- a. **Building Department Report – May, June & July 2016** – Accepted without discussion.
- b. **Library Minutes – May 16, 2016 Regular & Special Meeting
June 20, 2016 Regular Meeting** – Accepted without discussion.
- c. **Police Department Report – June 2016** – Accepted without discussion.
- d. **Municipal Court Report – June 2016** – Accepted without discussion.
- e. **Recreation Department Report – July 2016** – Accepted without discussion.
- f. **After School Program Financial Report – 2015/2016 School Year** – Accepted without discussion.
- g. **Finance Department Report – July 2016** – Accepted without discussion.
- h. **Department of Public Works Report – June & July 2016** – Accepted without discussion.

12 - COMMITTEE REPORTS:

Councilman Chirido discussed signage to aid the Department of Public Works in the street sweeping process. Discussion ensued to issues that may exist with a scheduled street cleaning program. Councilman Chirido discussed bringing some suggestions to the table at the next work session to assist in the street cleaning. He further discussed property maintenance inspections.

Councilwoman Giandomenico discussed a recent meeting with CFO Roy Riggitano. She discussed a conversation with Superintendent Greico. She further discussed the lighting project will be on the September 28, 2019 agenda of the Board of Adjustment.

Councilman Dombrowski reported on National Night Out.

Councilman Vuoncino reported on National Night Out and the Jr. Police Academy. He thanked the School District for their help with the program.

Councilman Martino reported progress.

Councilman Colletti reported on the Elmwood Park Fire Department. He discussed a committee meeting in which LOSAP was discussed along with a stipend program. It was recommended by Borough Attorney Giblin that Councilman Chirido should recuse himself as he is a member of the Fire Department and any discussion may benefit him. Councilman Martino discussed the figures that were discussed during the committee meeting regarding the stipend program. Borough Clerk Kazmark stated if the Mayor and Council chose to move forward with a stipend program, it would need to be introduced and adopted by ordinance. He further stated that funding would need to be discussed and included in the 2017 Municipal Budget. Fire Chief Pressler presented to the Mayor and Council information regarding the current LOSAP and a possible stipend program. Discussion ensued as to the funding of the program. Discussion then ensued as to the point system for the stipend program. Fire Chief Pressler discussed making incentives to help build the membership of the Fire Department. A special meeting of the Council will be held prior to the August 18, 2016 Regular Meeting with a follow up meeting with the Fire Department at the September 9, 2016 Work Session.

Mayor Mola discussed the award of Community Development Grant for \$125,000. He also discussed a letter received from the Governor's officer regarding Board of Education funding. The Mayor and Council requested a resolution to be placed on the August 18, 2016 Regular Meeting agenda regarding the funding for the Board of Education.

10 – EXECUTIVE SESSION:

- a. **Personnel – Police Department**
- b. **Litigation – COAH**
- c. **Personnel – Municipal Court**

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:

Personnel – Police Department
Litigation – COAH
Personnel – Municipal Court

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 Chirido and seconded by Councilman Martino to enter into Executive Session. Motion carried unanimously.

Personnel – Police Department
Litigation – COAH
Personnel – Municipal Court

A motion was made by Councilman Dombrowski and seconded by Councilwoman Giandomenico to return to the public session. Motion carried unanimously.

A motion was made by Council Dombrowski and seconded by Councilwoman Giandomenico to adjourn. Motion carried unanimously.

Respectfully submitted,



Keith Kazmark, RMC/CMC/MMC
Municipal Clerk

Minutes approved at the August 18, 2016 Regular Meeting of the Mayor and Council.