

BOROUGH OF ELMWOOD PARK
WORK MEETING
June 9, 2016
8:00 p.m.

The Work Meeting of the Elmwood Park Mayor and Council for June 9, 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, Borough 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 require 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 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. **Status Report – Mr. Murphy** discussed the County awarding an Open Space Grant for Cherry Hill Park in the amount of \$37,542.00. He discussed the process for the demolition of the Synkote Paint building on Van Riper Avenue. Mr. Murphy discussed the Market Street Force Main project being near completion. He discussed the progress with regard to the Improvements to Pump Station #6. He stated the Council has agreed to the final payment and the check will be issued after the next Regular Meeting and shortly thereafter the Borough can seek reimbursement from the County. He reported the majority of the 2015 Road Program has been completed. He further reported there is some corrective work that needs to be done on Cadmus Avenue, once that is completed the project can be closed out. He reported the Improvements to Boulevard Section 8, 9 & 10 need final inspections then a punch list of any items that need to be addressed. Mr. Murphy discussed the progress of the hockey rink at Borough Field. The design phase is almost completed, the area was surveyed and he anticipates the project will be ready for bidding by July 29, 2016. Improvements to Summit Avenue, North Street, Franklin Street & Gall Avenue is in the design phase and it is anticipated that the design will be completed and ready for bidding by the end of the month. Mr. Murphy reported that the pre-construction meeting regarding the Market Street Streetscape Improvements took place on April 13, 2016 and it is anticipated the Notice to Proceed will be issued within a week. The contractor has 120 days to complete the project after the Notice to Proceed is issued.
- b. **Revised 2016 Road Program Proposal** – Mr. Murphy discussed the revised proposal and the limiting of inspection hours. A resolution will be placed on the June 16, 2016 Regular Meeting agenda awarding the proposal.
- c. **Discussion of Force Main under Market Street Bridge** – Mr. Murphy discussed the Force Main break which was a failure of a previous repair. He explained what may have caused the break. Mr. Murphy will present a proposal to the Mayor and Council at the June 23, 2016 Work Session.
- d. **Current Estimate #5 – Market Street Force Main Improvements** – Mr. Murphy stated a change order is not needed and the current estimate stands as is. A resolution will be placed on the June 16, 2016 Regular Meeting agenda.

2 – 2015 Municipal Audit Report:

- a. **2015 LOSAP Audit Report**
- b. **2015 Municipal Audit Report**
- c. **Synopsis of 2015 Municipal Audit Report**
Borough Clerk Kazmark discussed the requirements by the Governing Body regarding the Municipal Audit. A resolution will be placed on the June 16, 2016

Regular Meeting agenda. Councilman Vuoncino inquired as to how the Council will know if the recommendations have been acted upon. Mr. Kazmark stated that CFO Roy Riggitano will draw up a Corrective Action Plan in which the Mayor and Council will act upon at the July 14, 2016 Regular Meeting.

3 – 2016/2018 Snow Plowing Program with the County’s Department of Public Works – Borough Clerk Kazmark discussed the program and stated that both Superintendent Karcz and he recommend continuing with the program. A resolution will be placed on the June 16, 2016 Regular Meeting agenda.

4 – Engineer’s Cost Estimate #1 – P.A. Construction – ADA Handicap Ramps – Borough Clerk Kazmark discussed Boswell Engineering recommending the Borough approve the payment to P.A. Construction. Councilwoman Giandomenico discussed obtaining reimbursement from the County for engineering services.

5 – Request to Release (3) Road Opening Permits for the Department of Public Works – A resolution will be placed on the June 16, 2016 Regular Meeting to release the requested Road Opening Permits.

6 – ORDINANCES:

- a. **Discussion pertaining to Police Outside Services –** Council President Vuoncino discussed a committee meeting in which the Outside Services were discussed. He discussed issues that may arise when flagmen are used for traffic detail. Discussion ensued as to addressing the administration fees for outside traffic details. Traffic detail for Borough project or security details the administration fee would not be affected. Borough Clerk Kazmark stated that CFO Riggitano along with Police Officer Meyers are gathering data from surrounding municipalities and will present their findings at the June 23, 2016 Work Session.

7 – DEPARTMENTAL REPORTS:

- a. **Department of Public Works Report – April 2016 –** Accepted without discussion
- b. **Finance Report – May 2016 –** Accepted without discussion
- c. **Municipal Court Report – May 2016 –** Accepted without discussion

Discussion ensued regarding the content of departmental reports and what the Council would like them to include.

8 – COMMITTEE REPORTS:

Councilman Chirido discussed the Memorial Day recycling pick up that which missed the following Saturday.

Councilwoman Giandomenico discussed the Corrective Action Plan. She also discussed the Library Birthday Party which was held. She further discussed the upcoming graduation ceremonies and the Board of Education meeting.

Councilman Dombrowski stated the upcoming Board of Health meeting scheduled for Monday.

Council President Vuoncino discussed the EPVAC meeting that he attended and their concerns for the Centennial Fair.

Councilman Martino has no report at this time.

Councilman Colletti has no report at this time.

Mayor Mola inquired if there are any Council Members that are opposed to a letter being sent to the County to ask what their plans are for the County Park and if they would give it to us. A letter will be sent to the County.

9 – EXECUTIVE SESSION:

- a. **Personnel – Police Department**
- b. **Personnel – Department of Public Works**

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
Personnel – Department of Public Works

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.

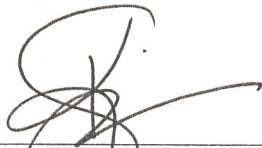
A motion was made by Councilman Dombrowski and seconded by Councilman Martino to enter into Executive Session. Motion carried unanimously.

Personnel – Police Department
Personnel – Department of Public Works

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

A motion was made by Council Chirido and seconded by Councilman Colletti to adjourn. Motion carried unanimously.

Respectfully submitted,



Keith Kazmark, RMC/CMC/MMC
Borough Clerk

Approved at the July 14, 2016 Regular Meeting of the Mayor and Council.