

BOROUGH OF ELMWOOD PARK
WORK MEETING
June 13, 2019
7:00PM

The Work Meeting of the Elmwood Park Mayor and Council for June 13, 2019 was called to order by Acting Municipal Clerk Erin Delaney at 7:22PM. The Statement of Compliance was read.

Councilmembers Balistreri, Dombrowski, Fasolo, Ingui, Wechtler, and Council President Pellegrine were present. Also present were Mayor Golabek, Acting Municipal Clerk Erin Delaney, Borough Administrator Michael Foligno and Borough Attorney Salvatore A. Ingrassia.

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 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. Notice was posted on January 7, 2019.

Work Meeting Agenda Items:

PUBLIC HEARING:

Anna Setola, Cadmus Avenue, expressed major concerns regarding street paving done on Cadmus Avenue as residents were not notified of the new improvement designs, which included an ADA compliant ramp in front of her home. The new ramp is causing flooding in front of her home which she requested the Mayor and Council address.

Richard Trawinski, Walnut Street, addressed the Mayor and Council by stating he has heard rumors that they intend on eliminating the Fair Lawn shared services agreement within the Building Department. He questioned whether or not it is true because it is a cost saver to the Borough. Additionally, he suggested that, with the Mayor's secretary retiring, the recycling coordinator be located at the Department of Public Works.

James D'Amico, Willow Street, inquired about receiving the back-up to the work session meetings that Councilmembers have in their packets.

SCOTT KARCZ, ASSET MANAGEMENT PLAN

Scott Karcz, DPW Superintendent, reviewed the Water Quality Accountability Act and the new requirement for municipalities to adopt Asset Management Plans. He submitted copies to the Governing Body for their review of the Elmwood Park plan, worked on in conjunction with Alaimo Group and DeBlock Environmental Services, that spells out what the government

expects and what the Borough is responsible for. Scott Karcz stated that the Governing Body needs to formally adopt the plan.

At this time, Acting Borough Clerk asked to discuss 2L as Mr. Farrel Dym was in attendance to go over his lighting proposal. Mr. Dym reviewed the audits of the DPW, Recreation, and Municipal Buildings of the Borough while also suggesting different cost-saving options for each site. The Mayor and Council advised him that they would analyze said proposal and be in touch regarding which option(s) are preferred.

1 – CORRESPONDENCE:

- a. **Elmwood Park History Suggestion** – The Mayor and Council were in favor of the suggestion to have displays of former Governing Bodies placed within the Caucus Room. Mayor Golabek stated this is a project that he would like to undertake.
- b. **Monmouth Telecom** – Mayor Golabek and Borough Administrator Foligno discussed meetings held with Monmouth Telecom and the expected cost-savings of \$37,000 over 3-years proposed if the Borough moved forward with their services. The Mayor and Council approved moving forward with Monmouth Telecom for the Borough's phone services.
- c. **Ransomware Expenditures** – This item was pulled from the agenda as the Mayor and Council requested more clarification from the Borough CFO.
- d. **Recreation Part-Time Bus Driver** – The Mayor and Council approved advertising for this position.

2 – RESOLUTIONS:

- a. **Garden Drive Fencing** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda under the premise that additional quotes are received beforehand.
- b. **English Avenue Park** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda under the premise that additional quotes are received beforehand.
- c. **Recreation Dog Park** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda.
- d. **Firefighter Application** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda.
- e. **NJDOT grant applications & Road Program** – Mayor Golabek shared with the remainder of the Governing Body that an issue arose due to new Housing and Urban Development (HUD) restrictions which led the Borough to make adjustments to its most recent CDBG application. As a result of this change, the scope of the NJDOT applications and Road Program had to be altered as well. A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda.
- f. **Current Estimate #2 & Final – Mola Section 10, Phase 2** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda.
- g. **Current Estimate #1 – Veterans Memorial Park Improvements** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda.
- h. **Engineer's Estimate #2 – Emergency Generator** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda.

- i. **Current Estimate #3 – 2018 Road Program** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda.
- j. **ASP Recreation Hire – Roman Cruz** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda.
- k. **Summer Camp Hires** – The Mayor and Council that this list be submitted earlier moving forward in 2020. – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda.
- l. **Lighting Proposal** – This item was pulled from the agenda and discussed prior to the beginning of 1 – Correspondence. The Mayor and Council asked that this item be relisted for July 11th's work session.
- m. **Zuccaro Inc. – Tank Work** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda under the premise that approval from the Engineer is received beforehand.
- n. **Zuccaro Inc. – Mola Boulevard Bus Stop Inlet** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda under the premise that approval from the Engineer is received beforehand.
- o. **Liquor Licenses** – A resolution will be placed on the June 20th, 2019 Regular Meeting of the Mayor and Council agenda.

3 – ORDINANCES:

- a. **Mobile Food Trucks Ordinance (Continued)** – Borough Attorney Ingraffia advised the Governing Body that he is currently working on fixing the verbiage of the proposed ordinance as it conflicts with definitions of fire prevention. The ordinance will be introduced in July.

4 – DEPARTMENTAL REPORTS:

- a. **March 7, 2019 Work Session Minutes** – Accepted without discussion.
- b. **March 7, 2019 Executive Session Minutes** – Accepted without discussion.
- c. **March 14, 2019 Work Session Minutes** – Accepted without discussion.
- d. **March 14, 2019 Executive Session Minutes** – Accepted without discussion.
- e. **Building Department Report – April 2019** – Accepted without discussion.
- f. **Municipal Court Report – April 2019** – Accepted without discussion.
- g. **Board of Recreation Minutes – April 15, 2019** – Accepted without discussion.
- h. **Fire Prevention Report – May 2019** – Accepted without discussion.
- i. **Fire Department Report – May 2019** – Accepted without discussion.
- j. **Recreation Directors Report – May 2019** – Accepted without discussion.
- k. **Municipal Court Report – May 2019** – Accepted without discussion.
- l. **Police Department – May 2019** – Accepted without discussion.
- m. **Library Board Minutes – May 20, 2019** – Accepted without discussion.
- n. **Recreation Directors Report – June 2019** – Accepted without discussion.
- o. **Fiscal Report** – Accepted without discussion.
- p. **Millennium Strategies Report** – Accepted without discussion.

5 – APPLICATIONS:

- a. **St. Leo's Raffle License, August 24, 2019** – Accepted without discussion.
- b. **Liquor License Transfers** – Acting Borough Clerk Delaney informed members of two pending liquor license transfer applications that should be coming in front of the Governing Body for their approval in the near future.
- c. **Social Affairs Permit** – Accepted without discussion.

6 – COMMITTEE REPORTS:

Councilwoman Balistriero's Recreation report included the following details: summer camp registration is now open, summer concert schedule has been released, and the next Recreation Board meeting will be held on June 17th. Lastly, she announced that the DPW is continuing the line painting on Market Street and the next Council Corner will be held on September 21st.

Council President Pellegrine announced the following on behalf of the Board of Health: the last meeting was held on June 10th, the Board will not be meeting in July and August, the County is planning to host an evening meeting for our resident's so that they are aware of all county services as per the shared services agreement, and residents have been experiencing mosquito issues and, if this is the case, they can call the county to spray their yard. She concluded her report by discussing the Chief for a Day event and announcing dates for the Junior Police Academy.

Councilman Dombrowski discussed the recent Fire Department meeting. Additionally, he asked that Acting Borough Clerk Delaney reach out to the Clerk of the Bergen County Freeholders to inquire about hosting a meeting on the road in Elmwood Park.

Councilwoman Wechtler shared upcoming dates for the Homeowner's Association meeting on June 26th and Board of Education on June 25th. She updated the Mayor and Council on the progress of the library renovations as the Board opened their bids while also announcing meetings will now take place at the Hut starting in July, with no meeting in August.

Councilwoman Ingui's Ambulance Corps. report involved particulars on the recent painting done at the Ambulance Corps. building and the fact that more volunteers are needed. She shared that meetings will be scheduled in the near future to discuss options regarding the Ambulance Corps. services. Additionally, she praised the success for the Chief for a Day event and also raised concerns regarding the safety of the municipal building.

Councilman Fasolo thanked the Mayor and Council for their support and stated that he looks forward to working with everyone.

Mayor Golabek spoke about a recent health club ribbon cutting ceremony that he and Council President Pellegrine had the privilege in attending. He then went on to request that Borough Attorney Ingraffia begin to draft an ordinance regarding lot size. To conclude his report, Mayor Golabek announced that there are board vacancies, should any members have recommendations, and that Council assignments will be redistributed by the July 11th work session meeting,

Borough Administrator Foligno briefly discussed plans to order and install flags on light poles along the main Borough corridors.

7 – 2nd PUBLIC HEARING:

Christine Grezlak, Linwood Avenue, asked for further clarification on the Road Program outline.

8 – EXECUTIVE SESSION

- a. **Clerk’s Office – Personnel**
- b. **Mayor’s Office – Personnel**
- c. **Recreation – Personnel**
- d. **Litigation**
- e. **2 River Drive**

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:

Clerk’s Office – Personnel
Mayor’s Office – Personnel
Recreation – Personnel
Litigation
2 River Drive

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 Councilwoman Balistrieri to enter into Executive Session. Motion carried by the members present.

Clerk’s Office – Personnel
Mayor’s Office – Personnel
Recreation – Personnel
Litigation
2 River Drive

A motion was made by Councilwoman Wechtler and seconded by Councilwoman Ingui to return to the public portion. Motion carried by the members present.

A motion was made by Council President Pellegrine and seconded by Councilwoman Wechtler to adjourn. Motion carried by the members present.

Respectfully submitted,

Erin Delaney, MPA
Acting Borough Clerk

Minutes approved at the August 15, 2019 Regular Meeting of the Mayor and Council.