

**BOROUGH OF ELMWOOD PARK**  
**WORK MEETING**  
**December 13, 2012**  
**8:00 pm**

The Work Meeting of the Elmwood Park Mayor and Council was called to order by Municipal Clerk Keith Kazmark at 8:04 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 Colletti, Conboy, Trawinski, Vuoncino, Council-Elect Caramagna and Pettigano were present. Councilman Work arrived at 8:06 p.m. Councilman Castiglia arrived at 9:00 p.m. Also present were Mayor Mola, Borough Clerk Keith Kazmark, Borough Attorney Brian Giblin, and Borough Engineer Pete Ten Kate.

**Public Hearing:**

Mel Kaplan, Glenwood Avenue, thanked Councilman Trawinski and Councilman Work their time and efforts for the Borough of Elmwood Park. He also welcomed the incoming Councilmen.

At this time Mr. Kazmark requested that the Executive Session be moved to the beginning of the meeting.

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**  
**Notice of Federal Lien – Property formerly owned by Property Concepts, Inc.**  
**Litigation – TD Bank, NA vs. Borough of Elmwood Park**  
**Letter from Nadia Halhoul pertaining to proposed salary**

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 Vuoncino and seconded by Councilman Conboy to enter into Executive Session. Motion carried unanimously.

**Personnel – Police Department**  
**Notice of Federal Lien – Property formerly owned by Property Concepts, Inc.**  
**Litigation – TD Bank, NA vs. Borough of Elmwood Park**  
**Letter from Nadia Halhoul pertaining to proposed salary**

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

The Mayor and Council returned to the public portion at 8:48 p.m. All Councilmen were present except for Councilman Castiglia who advised that he would be arriving late.

**Work Meeting Agenda Items:**

**1 – Municipal Engineer's Report**

- a. **Monthly Status Report** - Mr. Ten Kate stated that the bid date for the Kipp Avenue pump station is January 9, 2013. He discussed the seeding of the soccer field. Mr. Ten Kate discussed the island located at Market Street and Edward Ross Drive. Bio-Reference would like to replace the sign that is located on the island. Mr. Ten Kate stated the sign is located in the right-of-way therefore it is a Mayor & Council issue and not a Planning Board issue. Mr. Ten Kate discussed a



site plan for a used car lot located at the Boulevard and Route 46. He further stated that the bus stop is located in the right-of-way.

**b. Parking on Orange Avenue & Fournier Crescent** – Mr. Kazmark discussed the signage in the Rosemont Section. He further stated that Councilman Vuoncino inquired about a resident's parking issue on Orange Avenue at a recent public meeting. Mr. Kazmark stated that he spoke the Chief Sulick as to whether he has any concerns on Orange Avenue in which the Chief stated he did not. After some discussion a poll was taken and it was decided to make Orange Avenue alternate side of the street parking. Mr. Kazmark stated that the ordinance would not be introduced until the January 3, 2013 meeting due to there not being sufficient amount of time in 2012 for introduction and adoption.

**c. Final Change Order for 2011 Road Resurfacing Program** - Mr. Ten Kate discussed the punch list items that need to be completed. A resolution will be placed on the December 20, 2012 Regular Meeting.

**2 – Letter from Ms. Ricci pertaining to Animal Control** – Mr. Kazmark discussed Fair Lawn's request to enter into a shared service agreement pertaining to Animal Control. He further stated that upon discussion with Ms. Ricci, he feels that the Borough would be in a better position by entering into a shared service agreement with the County for animal control. A resolution will be put on the December 20, 2012 Regular Agenda.

**3 – Letter from Mr. Bolan pertaining to Emergency Lighting at Altair** – Mr. Kazmark discussed Mr. Bolan's concerns pertaining to a letter addressing the emergency lighting situation at Altair and the Borough taking a position. Mr. Kazmark then discussed the wording of the letter from him on behalf of the Mayor and Council to Altair.

**4 – Proposal from Advanced Recycling for recycling services for Altair, Elmwood Terrace & Glenwood Apartments** – After some discussion the proposal was accepted.

**5 – Ordinances:**

- a. **Revisit Ordinance 12-20 Alternate side of the street parking/Orange Avenue** – (See Municipal Engineering Report)
- b. **Discussion of Fournier Crescent Parking** – Mr. Ten Kate stated that Chief Sulick reported to him there were four accidents pertaining to fire trucks traveling on Fournier Crescent. Mr. Ten Kate then discussed the different options for Fournier Crescent. One of the options is to create a fire lane, another making Fournier Crescent a one way, and the last suggestion was alternate side of the street parking. After some discussion it was decided to do odd/even alternate side of the street parking with a 60 day trial period starting January 1, 2013.

**6 – Tree removal in the Right of Way** – Mr. Kazmark stated that correspondence was sent out to other Municipal Clerks to see if there was an interest in pursuing a shared service agreement with regard to Shade Tree operations. He further stated that he reached out to Mr. Metzler, the Borough Administrator in Fair Lawn. Mr. Metzler stated that Fair Lawn is having a difficult time with their own Shade Tree Commission. Mr. Kazmark added that he did not receive a response from any of the other Clerks he reached out to. Councilman Conboy asked for a list of the resident from the past five years in which a letter was sent requesting a tree in the right-of-way be removed. He further asked for clarification is those trees were in fact taken down and in the case they were not, did the Department of Public Works remove the tree and place a lean on the homeowner. Mr. Kazmark will reach out to Mr. Karcz to acquire the information.

**7 – Hazard Mitigation for 404 Generator** – Mr. Kazmark discussed a conference call with the District Director from Congressman Pascrell's office. He further stated that he feels that congressional help would not be beneficial to the Borough and the generators will need to be purchased by the Borough. Mr. Karcz is pursuing quotes for the purchase and installation of generators for both the Municipal Building and the Recreation Complex. Mr. Kazmark hopes to have estimates available for discussion at one of the January work sessions at which time it will be decided if it can be done through state contract or through the bidding process.

**8 – Memorandum from Chief Johnson pertaining to background checks on Dispatcher applicants** – A resolutions will be placed on the December 20, 2012 Regular Meeting Agenda.

**11 - Letter from Dr. Tomko requesting funds for construction** – Discussion ensued to the repairs needed in the schools. Mr. Giblin will reach out to Bond Council to determine the responsibility of the Borough pertaining to the repairs. Discussion then ensued to the possibility of future referendum and the dates in which they may be held. Mr. Kazmark will draft a letter to Dr. Tomko pertaining to tonight's discussion and present it to the Council for their approval. Mayor Mola suggested a meeting with all the Board of Education.



**9 – Departmental Reports and Board, Commission & Committee Minutes:**

- a. **Municipal Court Report – October 2012** – Accepted without discussion.
- b. **Police Department Report – October 2012 & November 2012** – Accepted without discussion.
- c. **Library Board Minutes – October 22, 2012 & November 13, 2012** – Councilman Vuoncino inquired if the Capital Project was revised. Mayor Mola stated it was not. After some discussion the minutes were accepted.
- d. **Health Officer’s Report – October & November 2012** – Accepted without discussion.
- e. **Recreation Commission Minutes – October 16 & November 22, 2012** – Accepted without discussion.

**10 – EXECUTIVE SESSION:**

- a. **Personnel – Police Department**
- b. **Notice of Federal Lien – Property formerly owned by Property Concepts, Inc.**
- c. **Litigation – TD Bank, NA vs. Borough of Elmwood Park**
- d. **Letter from Nadia Halhoul pertaining to proposed salary**

**13 – COMMITTEE REPORTS:**

Councilman Colletti inquired about holiday lights on Market Street that were out. He further asked about the Christmas tree lighting at the Recreation Complex. The tree lighting was moved indoors due to inclement weather. Councilman Colletti inquired if notification was sent out regarding the change in plans. Councilman Conboy stated that notification was sent out.

Councilman Castiglia had no report.

Councilman Trawinski reported that Santa will be making rounds on fire trucks on December 15 and December 22, 2012.

Councilman Work discussed the possibility of entering into a new shared services with the Health Department and distributed a projection for future revenue.

Councilman Conboy stated the renovations to the Hut have begun. He further stated that TD Bank are inquiring about the clock that was donated. Councilman Conboy asked for the Council to authorize Mr. Kazmark to order new chairs for the Caucus room. No action was taken.

Councilman Vuoncino stated that the Ambulance Corps Christmas party is scheduled for Saturday, December 15, 2012.


Mayor Mola had no report.

Councilman Trawinski and Councilman Work left the meeting at 9:50 p.m.

**12 – Training for iPads** – Mr. Kazmark introduced Mark Sikora from ATON. Mr. Sikora distributed the iPads to the Council and training ensued.

A motion was made by Councilman Conboy and seconded by Councilman Vuoncino to adjourn. Motion carried unanimously by the members present.

Respectfully submitted,

  
Keith Kazmark, RMC/CMC/MMC  
Borough Clerk

*Minutes were approved at the January 3, 2013 Regular Meeting of the Mayor and Council.*