

BOROUGH OF ELMWOOD PARK
WORK MEETING
June 13, 2013
8:00 p.m.

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

Governing Body members Caramagna, Castiglia, Colletti, Pettigano and Vuoncino and were present. Councilman Conboy was absent. Also present were Mayor Mola, Borough Clerk Keith Kazmark, Borough Engineer Pete Ten Kate and Borough Attorney Brian Giblin.

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, 2013.

Public Hearing: No one wished to be heard.

Work Meeting Agenda Items:

1 – Municipal Engineer’s Report

- a. **Monthly Status Report** – Mr. Ten Kate stated the emergency generator has been ordered. The Road Program has begun. Mr. Ten Kate stated that English Avenue park is completed and the grass have been cut a couple of times. He further stated that the relocation of the Kipp Avenue Pump station has begun.
- b. **Market Street Transportation Enhancement Project** – Mr. Ten Kate discussed the streetscape project. Phase 2 will begin at Beech Street. He discussed the steps that need to be taken in preparation for the paving of Market Street which is being funded by the County. He further stated the construction of the street scape will not commence until next year. The bids receive will contribute to how much of Market Street will be completed with the grant. Mr. Ten Kate stated that with Federal grants, both the study and the inspection must be done by different engineers. A resolution will be placed on the June 20, 2103 Regular Meeting approving the proposal by Boswell Engineering for the scope of work.
- c. **Improvements to Orange Avenue** – Mr. Ten Kate stated they would like to the do paving this year. Mayor Mola verified the paving of Orange Avenue is separate from the Road Program.
- d. **Emergency Sewer break** – Mr. Ten Kate discussed the sewer break which happened on 18th Avenue. Mr. Kazmark commended Mr. Karcz on the response to the emergency. A resolution for the emergency sewer break will be on the June 20, 2013 Regular Meeting agenda.

2 – Discussion with PBA 185 – Side job earnings – PBA President Meyers addressed the Governing Body regarding the request to increase the side job earnings. He stated with the required deduction of pension and for health insurance, officers are taking home approximately \$20,000 less annually. PBA President Meyers stated that an increase to the earnings will not impact the Borough due to those earning are being paid by a third party. PBA President Meyers stated the amounts before and at the time the ordinance was adopted. He further stated the only increase to the fee was an administrative fee which covered the use of Borough owned equipment and vehicles. PBA President Meyers stated that in 2009 a request was made by the PBA to increase the earnings for side jobs. The request was denied, however an increase was made to the administrative fees by the Governing Body. PBA President Meyers discussed the requested increases for side jobs. Councilman Vuoncino inquired about the yearly breakdown of different side jobs. Councilman Colletti stated that an increase for the School District would affect taxes. Councilman Vuoncino inquired when the discussion of side jobs would be concluded. An executive session will be placed on the June 20, 2013 Regular Meeting agenda.

3 – Discussion of Time Due Policy – Mr. Kazmark discussed what led to the State’s inquiries regarding time due to employees. Councilman Vuoncino stated at a prior meeting in which time due for the Police Department was discussed, a policy is already in place and needs to be codified. However, he points out there is not any policy in place regarding Department Heads. Discussion ensued regarding the defining of the activities that would be categorized for time due. The Governing Body authorized the creation of a draft pertaining to time due to be presented and discussed at a future work session.

4 – Letter from Jack Coyne regarding a “Registered Environmental Health Specialist” – Mr. Kazmark discussed the Board of Health’s decision to hire a Registered Environmental Health Specialist. Councilman Pettigano stated the cost would be cheaper for the Borough to have the inspector as an employee rather than

paying North Bergen for the inspecting services. He further pointed out that the inspector can be used in Lodi through the Shared Services and this would generate revenue.

5 – Letter to residents regarding parking near south side of Gilbert Avenue – Councilman Caramagna discussed the parking issues near Gilbert Avenue School. He further stated that restricted parking would also aid the Department of Public Works with the sweeper, collection of yard waste and plowing. Councilman Caramagna will pass the letter out to residents in the affected area.

6 – Letter to Dr. Tomko regarding deviations from approved plans/accessibility – Mr. Kazmark discussed issues found by the State Inspector regarding handicap accessibility. Mr. Bolan has been in communications with Dr. Tomko.

7 – Letter from Boy Scouts of America requesting donation of out of service Borough vehicles – Discussion ensued as to which vehicles the letter is referencing and the value of the trucks. Councilman Pettigano stated he felt the value was approximately \$500. Mr. Kazmark pointed out that since the Borough has begun auctioning vehicles online, the amount has risen from previous auctions. Concerns were discussed if the Borough was to donate at this time, requests from other organizations for donations may follow. Councilman Colletti requested before making a decision he would like to find out the value of the vehicles. Mr. Kazmark will inquire the worth from Mr. Karcz.

8 – Application to ABC for a Social Affairs Permit during St Leo’s Festival – The Governing Body approved the application for the Social Affairs Permit. A resolution will be placed on the June 20, 2013 Regular Meeting agenda.

9 – Discussion of State requirements pertaining to square footage and line of sight - Library – Mr. Kazmark stated back up material was not available at the time the work packets were distributed. He further stated that late this afternoon he received correspondence from the President of the Library Board. Mr. Kazmark distributed the correspondence to the Mayor and Council. After reviewing the information, Councilman Vuoncino stated that there are no square footage or line of sight requirements to guide the Library Board with their decisions. Councilman Vuoncino inquired if the Library Board and the Council meet to discuss the progress. Mayor Mola will ask the Library Board. Councilman Vuoncino inquired about statistics and how the Library purges the inventory to aid in meeting the ADA requirements.

10 – DEPARTMENTAL REPORTS:

- a. Police Department – May 2013 – Accepted without discussion
- b. Department of Public Works Report – May 2013 – Accepted without discussion
- c. Building Department Report – April 2013 & May 2013 – Accepted without discussion

11– COMMITTEE REPORTS:

Councilman Castiglia had no report, however he inquired about the running of the Building Department and Mr. DePadova. Mr. Kazmark stated that Mr. Bolan is still the Department Head and still holds the same titles when the Shared Services Agreement with Rochelle Park was in effect. He also stated that Mr. DePadova has been working the counter and doing inspections and is still a part time employee with the same titles he held prior to Rochelle Park opting out of the Shared Services. Mr. Bolan recently met with the Chief Financial Officer in Fair Lawn to discuss entering into a Shared Services Agreement with Fair Lawn. Mr. Kazmark stated he was not happy with the numbers that were presented and plans on meeting with the Acting Borough Manager to discuss an agreement. Mr. Kazmark discussed his feelings regarding the lack of information coming from Rochelle Park prior to finally receiving the letter that Rochelle Park no longer wished to pursue Shared Services with Elmwood Park. Mr. Kazmark stated that until that letter was received Elmwood Park could not move forward in pursuing a new agreement. He further stated that currently Fair Lawn is going through a transition with the departure of the Borough’s Manager, and the incoming Acting Borough Manager.

Councilman Caramagna stated he discussed the County Park with Freeholder Tanelli.

Councilman Conboy reported progress.

Councilman Pettigano discussed the recent Board of Health Meeting. Councilman Pettigano discussed the placement of dog waste bag dispensers at the parks. He also stated that the signage at the parks do not state that dogs are not allowed in the parks. Mr. Kazmark will direct Mr. Karcz to order signage for the parks stating dogs are not allowed if an ordinance exists. Councilman Pettigano stated that he plans on speaking at an upcoming meeting regarding the Recreation Commission in which an ordinance has been previously tabled. He further stated that he would like to see the monetary decisions regarding Recreation be under the Mayor and Council and allow Ms. Puglisi to perform the job that she has been hired to do.

Councilman Vuoncino thanked Mr. Karcz and other employees regarding the recent water main break.

Councilman Colletti discussed the schedules for the upcoming graduations. Councilman Colletti discussed the recent Fire Department meeting.

Mayor Mola stated that Mr. Santora reported that while Municipal Court is in session, many phone calls are received in the tax office regarding Court matters. Mayor Mola then asked if any of the Councilmen have been on Chamberlain Avenue to see the amounts of cars located on the street that are from the area mechanic. Mayor then discussed another accident where a tractor trailer caused damage at the intersection of Kipp Avenue and Miles Street. Mayor discussed the County Park, and the meeting in which himself, Mr. Kazmark and Mr. Karcz had with Mr. Kistner. He stated that Mr. Kistner said the County will only clean 10 feet into the park and do not intend to clean up the downed trees within the park.

12 – Executive Session:

- a. **Litigation – Market Street & Boulevard**
- b. **Litigation – County Tax Appeal Matters**

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:

Litigation – Market Street & Boulevard
Litigation – County Tax Appeal Matters

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.

Litigation – Market Street & Boulevard
Litigation – County Tax Appeal Matters

A motion was made by Councilman Castiglia and seconded by Councilman Conboy to return to the public session. Motion carried by the members present.

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

Respectfully Submitted,



Keith Kazmark, RMC/CMC/MMC
Municipal Clerk

Minutes approved at the Mayor and Council Regular Meeting of August 15, 2013.