

BOROUGH OF ELMWOOD PARK
WORK MEETING
April 11, 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 8:02 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 on January 1, 2013.

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

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 that the advertisement for the generator will be in the paper this week and that advertising for the Road Program will be advertised next week. He stated that the conceptual study for the River Drive/River Road intersection is completed and has been sent to the County. May 1, 2013 will be the pre-construction meeting for the Kipp Avenue Pump station.
- b. **River Road Widening – Conceptual Study** – Mr. Ten Kate discussed the tight clearance under the Garden State Parkway. He stated that the Turnpike Authority has reviewed the plan and accepted the plan. He further stated two easements would be required for the job. Mr. Ten Kate stated that the early cost estimate is \$880,000. Mr. Ten Kate indicated that the County will fund the construction.
- c. **Riverfront Residential I, LLC – Release of Performance Guarantee** – A resolution to release the Performance Bond will be placed on the April 18, 2013 Regular Meeting agenda.
- d. **Van Riper Avenue** – Mr. Ten Kate discussed the Borough takeover of Van Riper Avenue east of the Boulevard. He further stated when asked to take over Van Riper west of the Boulevard the Governing Body elected not to. Mr. Ten Kate stated that the County has proposed that the Borough take over the west end of Van Riper Avenue, the County will fund the design for the River Road widening project. At which time the only costs that the Borough would incur for the widening project would be the conceptual study and any costs for easements. It was suggested by Councilman Castiglia and Conboy to have a clause that the Borough would take over Van Riper Avenue at the completion of the widening of River Drive. After some discussion additional clauses including minor drainage issues repairs and the paving of Van Riper Avenue within the next five years be presented to the County in response to their proposal. Mr. Ten Kate will report back to the Governing Body once he discusses the different options with the County.

2 – Message from Dorothy D’Nova regarding parking issue by Gilbert Avenue School – Councilman Caramagna discussed the parking issues by Gilbert Avenue School. He further explained that the teachers are not parking in the parking lot on Spiedel Avenue. Discussion ensued pertaining to restricting parking between the hours of 8:00 a.m. – 10:00 a.m. Mr. Kazmark will create a letter in which Councilman Caramagna will hand deliver to the residents in proximity to Gilbert Avenue Elementary School.

3 – Resolution supporting S-1896/A-1503 Sharing the burden of Property Assessment Appeal Refunds – After some discussion a resolution supporting S-1896/A-1503 to be placed on the April 18, 2013 Regular Meeting agenda.

4 – Letter from Lerch, Vinci & Higgins regarding the confirmation of objectives and limitation of services – A resolution will be placed on the April 18, 2013 Regular Meeting agenda.

5 – Revisit 2013 Capital Improvements – Mr. Kazmark discussed the breakdown of items in which Mr. Karcz is requesting. He stated he received a phone call from Chief Muttell early this morning reporting that Company #4 was broken in to the night before and portable radios were stolen. Assistant Chief

Pressler will report to Mr. Kazmark a completed list of items that are missing. Mr. Kazmark stated that he, Mayor Mola and Ms. Puglisi met with the County and toured the Senior Center kitchen, at which time quotes for the improvements to the kitchen were discussed. The quotes are going to be taken back to the County in hopes the County CDBG Program will pick up the cost for the improvements to the kitchen. Mr. Kazmark stated he feels improvements to the kitchen should not take place until he receives word from the County as to whether or not they will contribute to the improvements. Councilman Conboy requested that the kitchen improvements be included in the bonding in case the County does not pick up the cost for the improvements. Mr. Kazmark stated that Mr. Riggitano said that the Borough is able to put up the down payment. The Governing Body agreed to move forward with all the requests made by the Department Heads. Mayor Mola requested to hold over discussion of the Capital Improvements until the next work session. Mr. Kazmark stated Mr. Riggitano will be at the next public meeting in regard to the adoption of the budget and suggested have a work session following the public meeting to discuss the Capital Improvements with Mr. Riggitano. The Governing Body agreed, discussion will be held over until a work session following the April 18, 2013 Regular Meeting.

6 – ORDINANCES:

- a. **Chapter 20 – Parks and Recreational Areas** – Ms. Puglisi had discussions with Mr. Giblin regarding price ranges for fees for different programs. This would reduce the workload each time the Recreation Commission decides to increase fees. Mayor Mola requested the current prices for all programs. Mr. Kazmark discussed the multiple changes to be made to Chapter 20. The Ordinance will be introduced at the April 18, 2013 Regular Meeting. Councilman Conboy discussed some of the costs for the different programs. Discussion ensued regarding the protocol when work is requested in the park or on the fields by the Department of Public Works. Mr. Kazmark stated that any requests from the Recreation Commission should be given to Ms. Puglisi, at which time Ms. Puglisi would make the request to Mr. Kazmark. Mr. Kazmark will then reach out to Mr. Karcz to discuss the request made regarding the parks and fields.

7 – DEPARTMENTAL REPORTS:

- a. **Police Department Report – March 2013** – Accepted without discussion.
- b. **Department of Public Works Report – March 2013** – Accepted without discussion.

8 – COMMITTEE REPORTS:

Councilman Castiglia reported progress.

Councilman Caramagna excused himself at 9:00 p.m.

Councilman Conboy discussed the Chamber of Commerce's 5K run and stated they are looking for families in need.

Councilman Pettigano reported that Mrs. Ingrasselino will be taking a class to learn Excel in an effort to better organize the Health Department.

Councilman Vuoncino reported on the NJ SEM.

Keith Kazmark discussed three candidates for the Tax Assessor/Recreation position and requested the Personnel Committee to interview said candidates prior to the April 18, 2013 Public Meeting. Councilman Conboy inquired about the technicalities regarding the hiring of someone by the Borough who will be working part time at the Recreation Department. He stated that some of the Recreation Commissioners believe that they shouldn't have to take an employee part time. Mr. Kazmark stated this decision was made in the spirit of cooperation. He further stated the structure has worked well and Mrs. Puglisi agrees. Mr. Kazmark recommends staying with this structure and revisit it in six months.

Mayor Mola discussed Mr. Ten Kate's comments regarding the Van Riper Avenue dedication from the County. He further stated he feels what the County is offering for the Borough to take over Van Riper is a good deal.

9 – EXECUTIVE SESSION:

- a. **Personnel – Department of Public Works (NO BACK UP)**
- b. **Litigation – State of New Jersey vs. Michael Ingrasselino & State of New Jersey vs. Thomas Kochis**
- c. **Letter from Lauren Sandy, Esq. regarding PBA Local 185**

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 – Department of Public Works
Litigation – State of New Jersey vs. Michael Ingrasselino & State of New Jersey vs.
Thomas Kochis
Letter from Lauren Sandy, Esq. regarding PBA Local 185

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.

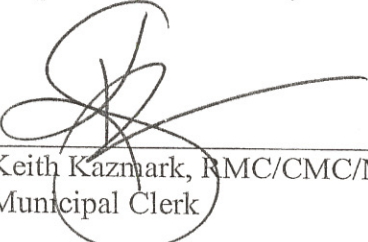
A motion was made by Councilman Vuoncino and seconded by Councilman Pettigano to enter into Executive Session. Motion carried by the members present.

Personnel – Department of Public Works
Litigation – State of New Jersey vs. Michael Ingrasselino & State of New Jersey vs.
Thomas Kochis
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A motion was made by Councilman Vuoncino and seconded by Councilman Pettigano to return to the public session. Motion carried by the members present.

A motion was made by Councilman Pettigano and seconded by Councilman Castiglia to adjourn. Motion carried by the members present. Meeting adjourned at 9:05 p.m.

Respectfully Submitted,



Keith Kazmark, RMC/CMC/MMC
Municipal Clerk

Minutes were approved at the June 6, 2013 Regular Meeting of the Mayor and Council.