

**BOROUGH OF ELMWOOD PARK**  
**WORK MEETING**  
**March 13, 2014**  
**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.

Governing Body members Colletti, Dombrowski, Martino, Pettigano and Vuoncino were present. Councilman Caramagna arrived at 8:05 p.m. Also present were Mayor Mola, Municipal Clerk Keith Kazmark, Borough Engineer Nordan Murphy and Borough Attorney Giuseppe Randazzo.

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, 2014.

**Public Hearing:** No one wished to be heard.

**Work Meeting Agenda Items:**

**1 – Engineering Report:**

- a. **Monthly Status Report** – Nordan Murphy discussed the transfer of documents between Boswell Engineering and Alaimo Group. He stated the firm has been studying the maps and scanning them to make electronic copies. Mr. Murphy stated he received information from the file for the River Road widening project and is currently reviewing the items to produce a proposal for the Mayor and Council.
- b. **Boswell's Monthly Status Report** – Mr. Murphy discussed reviewing the status report from Boswell Engineering and the lack of any concern within the report.
- c. **Sanitary Sewer System Improvements – PRV Building** – Mr. Kazmark stated that after discussions with Boswell Engineering and Mr. Murphy it is the recommendation that Boswell retain this project. Mr. Kazmark further stated a bid was received from Industrial Controls for \$33,385.00 which is below the bid threshold. The Governing Body authorized CFO Roy Riggiano to award the bid to Industrial Controls.
- d. **Engineer's Design Report – Pumping Station No. 6 Rehabilitation** – Mr. Kazmark stated that after discussions with Mr. Karcz regarding Pump Station No. 6, it was determined that the design phase was all that was done by Boswell, therefore Mr. Kazmark made the recommendation that this project go to Alaimo Group. Mr. Kazmark stated this project is a priority for Mr. Karcz. After some discussion Alaimo Group was authorized to move forward on the project.
- e. **Change Order No. 2 and Final – 2013 Road Resurfacing** – A resolution for Change Order No. 2 and final will be placed on the March 20, 2014 Regular Meeting agenda.

Councilman Dombrowski inquired as to which engineering firm will be responsible for the Market Street/Boulevard project. Mr. Kazmark stated that is a County project in which Boswell has completed the planning phase and the project is being retained by Boswell Engineering. Mr. Kazmark further stated that in addition to this project that the paving of Market Street is also a County project. Mr. Kazmark stated Mr. Murphy and Mr. Karcz will start doing street evaluations for the 2014 Road Resurfacing Program. Mr. Kazmark would like a preliminary letter along with potential costs regarding the road resurfacing program for the next work session so that the bonding process can begin. Councilman Colletti inquired as to representation from Boswell for the projects that Boswell has retained. Mr. Kazmark stated there will be a cost connected to having Mr. Ten Kate attend meetings to give status reports on their projects. Councilman Dombrowski asked Mr. Murphy about the working relationship he has with Boswell and if he feels it would be beneficial to him to have Mr. Ten Kate at one council meeting a month. Mr. Murphy stated that Mr. Ten Kate is always professional and he feels that having Mr. Ten Kate at a meeting for a status report would be beneficial to the Council. Mr. Kazmark will reach out to Mr. Ten Kate to discuss attending the next work session on March 27, 2014. Mayor Mola stated the application that was submitted to the Department of Environmental Protection by Mr. Ten Kate for de-snagging Fleischer's Brook was accepted and the Borough will receive \$161,000. Mayor Mola discussed the areas that will be de-snagged using this grant.

**2 – Discussion with Paul Lerch regarding 2014 Budget** – Mr. Lerch discussed the process with the budget regarding a change to the line item for the Ambulance Corps. Mr. Lerch discussed introducing and adopting the budget as is, then in November a transfer of funds can be done to increase the Ambulance line item. Mr. Lerch stated the Borough is in a very good position to remain stable in upcoming years. Mr. Lerch then discussed the different caps. Mr. Lerch stated that the current budget is \$100,000 below what can be levied. Mayor Mola asked the Council to put a resolution on next week's agenda to support extending or making permanent the 2% cap. Mr. Lerch stated the Borough has a reserve for terminal pay and tax appeals. The Governing Body agreed to introduce and adopt the budget in its current form and transfer funds to the Ambulance line item in November.

**3 – Discussion with the Elmwood Park Volunteer Ambulance Corps.** – Ambulance Corps. Chief Pete Pias requested the Council increase the allotment received by the Borough. Ms. Calandriello discussed the drop in donations over the past three years and the \$4,000 already spent on maintenance of two of the vehicles since the beginning of 2014. Discussion ensued as to ownership of the vehicles. Mr. Kazmark stated that vehicles can be turned in for a credit towards a new vehicle. Discussion then ensued to different vehicles and the bonding process and the payment of \$10,000 per year to reimburse the Borough for the purchase of the 2005 vehicle. Councilman Dombrowski asked for documentation



showing expenditures over the years to show the increased expenses. Councilman Martino inquired about the ambulance stipend. Chief Pais stated the stipend received from the Borough is \$34,000 in which \$10,000 is turned back to the Borough as payment towards the 2008 vehicle. Councilman Vuoncino asked how much of an increase is the Ambulance Corps is requesting. Chief Pais stated they are requesting an additional \$15,000. Discussion ensued as to the high cost of Epi-pens and the desire to have them available for use when needed. Councilman Dombrowski asked that a copy of the expenditures be given to Mr. Kazmark so that a copy can be distributed to the Council for discussion at the March 27, 2014 Work Session. Councilman Dombrowski inquired as to how often new vehicles are purchased. Chief Pais stated that according to the Department of Transportation new vehicles must not exceed 10 years of age. Discussion ensued regarding other ambulance response companies that charge residents for each call. Councilman Dombrowski inquired if the Elmwood Park Volunteer Ambulance Corps would be able to affix a \$50 charge to each call they are dispatched to. Chief Pais stated no because they would lose their volunteer status. Mayor Mola stated he will be appointing Michele Steepy to the vacant spot on the Board of Health.

**4 – Discussion with Michael Kauker regarding Market Street** – Mr. Kauker was unable to attend the meeting due to personal reasons. Therefore this item was removed from the agenda. The Clerk's office will attempt to reschedule Mr. Kauker for the March 27, 2014 Work Session.

**5 – Discussion regarding Veteran's Alliance** – Mr. Kazmark discussed the Veteran's Alliance being questioned during the audit. Mr. Kazmark met with Mr. Bud Steward multiple times to discuss that if he would continue role with the Veteran's Alliance that he will need to be paid as a Borough employee through payroll instead of through the voucher system. Mr. Steward stated that he was going to retire from this position and once there was a replacement he would introduce that person to Mr. Kazmark. Mr. Kazmark discussed Mr. Stewart's responsibilities.

**6 – Resolutions:**

- a. **Request from Roy Riggiano regarding a vacation buy back** – After some discussion the Council agreed to put a resolution on the March 20, 2014 Regular Meeting agenda.
- b. **Request from Scott Karcz regarding a vacation buy back** – After some discussion the Council agreed to put a resolution on the March 20, 2014 Regular Meeting agenda.

**7 – DEPARTMENTAL REPORTS:**

- a. **Health Officer's Report – January 2014** – Accepted without discussion.
- b. **Board of Health Minutes – February 10, 2014** – Accepted without discussion.
- c. **Police Department Report – February 2014** – Accepted with some discussion by Councilman Dombrowski who stated the amount of revenue from summons has decreased and the Council should keep this in mind when considering Police Staffing.
- d. **Department of Public Works Report – February 2014** – Accepted without discussion.

**8 – COMMITTEE REPORTS:**

Councilman Pettigano discussed the street sweeper which has been sent out onto the roadways. He discussed the potholes being filled on a daily basis. Councilman Pettigano discussed the patching done on water breaks and the need to re-patch them. Councilman Dombrowski inquired as to the possibility of creating a way for residents to report potholes to the Department of Public Works.

Councilman Vuoncino stated Officer in Charge Michael Foligno will be in attendance at the March 27, 2014 Work Session of the Mayor and Council. He asked the Council to keep in mind the table of organization while OIC Foligno makes his presentation. Councilman Vuoncino discussed the Capital Plan that was presented by the Library Board in 2011. He further discussed that nothing on the Capital Plan has been done to date. Councilman Vuoncino discussed his thoughts regarding the article in the Community News regarding wireless connection at the Library. Councilman Vuoncino stated he feels the Library Board and the Council should work together on the Capital Plan because residents are coming to the Council with suggestions on what could be done.

Councilman Dombrowski stated the numbers that he has been given show a reduction of \$33 a year if the Library Board was to give \$1 million back to the Borough to reduce taxes. He further stated that he would prefer to see the building improved than have the \$33 reduction in taxes. Councilman Dombrowski stated that it does seem the Library Board is moving slowly in regards to the Capital Plan and asked the Mayor if he could relay that to the Library Board. Mayor Mola stated that complications have arisen however he is requesting the Board move more quickly. Councilman Dombrowski asked Mr. Kazmark to reach out to the Department of Transportation to request that dotted lines be placed at the intersection of Boulevard and Route 46 to show the flow of traffic while making the left turns onto Route 46. Mr. Kazmark stated the representatives from the DOT are from a different department and he will reach out to Mr. Murphy to write a request to the DOT to paint the lines requested.

Councilman Caramagna reported he was unable to attend the Planning Board meeting. He further reported progress.

Councilman Martino had nothing to report.

Councilman Colletti stated that he attended the Fire Chief's Meeting at which time Fire Official D'Arco requested additional staffing. Councilman Dombrowski asked if an applicant for that position comes before the Council. He stated that he feels that a resident of Elmwood Park should be hired for the position and if no one is certified from Elmwood Park then the search can be beyond Elmwood Park. He further stated that the position



should be advertised. Councilman Colletti stated the Fire Chief is requesting 300 fire hydrant markers. Mr. Kazmark suggested the costs for the markers come from the Water account. Mr. Kazmark further suggested the markers be purchased now giving ample time for the markers to be installed. Councilman Dombrowski inquired whether the markers will be installed 365 days a year. Mr. Kazmark stated they should remain as the manpower to put them up and down is limited.

Mr. Randazzo stated he will be attending depositions regarding a police matter.

Mayor Mola discussed the \$161,000 grant that was awarded for the de-snagging of Fleischer's Brook among the other grants that have been awarded in the past. He further discussed Fleischer's Brook and the comments made towards the brook.

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

Respectfully submitted,



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Keith Kazmark, RMC/CMC/MMC  
Borough Clerk

*Minutes approved at the April 3, 2014 Mayor and Council Regular Meeting.*