

**BOROUGH OF ELMWOOD PARK**  
**WORK MEETING**  
**February 27, 2014**  
**7:00 p.m.**

The Work Meeting of the Elmwood Park Mayor and Council was called to order by Municipal Clerk Keith Kazmark at 7:02 p.m. Statement of Compliance was read.

Governing Body members Colletti, Dombrowski, Martino, Pettigano and Caramagna were present. Councilman Vuoncino was absent. 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.

**Work Meeting Agenda Items:**

**1 – Executive Session:**

- a. **Police Department – Personnel**
- b. **Contract Negotiations – White Collar Employee Association**
- c. **Fire Prevention - Personnel**

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:

**Police Department - Personnel**  
**Contract Negotiations – White Collar Employees Association**  
**Fire Prevention - Personnel**

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 Councilman Caramagna to enter into Executive Session. Motion carried by the members present.

**Police Department - Personnel**  
**Contract Negotiations – White Collar Employees Association**  
**Fire Prevention - Personnel**

A motion was made by Councilman Martino and seconded by Councilman Dombrowski to return to the public session at 8:16 p.m. Motion carried by the members present.

**Public Hearing:**

Rich Trawinski, Walnut Street, discussed the removal of snow along the curbs of the business district in the past. Councilman Pettigano stated he spoke with Mr. Karcz regarding the accumulated snow within the Borough. Discussion ensued to the location the snow is being transported to.

**2 – Discussion with CFO Roy Riggiano regarding the 2014 Budget** – CFO Roy Riggiano discussed the process of introducing and adopting a municipal Budget. Mr. Kazmark stated the introduction of the budget is slated to be at the March 20, 2014 Regular Meeting and the adoption of the budget at the April 17, 2014 Regular Meeting. Mr. Riggiano stated the suggested budget is \$26,137,534. The amount to be raised by taxation is \$18,075,435 for 2014. The difference between the amount to be raised by taxation between 2013 and 2014 has an increase of \$353,506. Mr. Riggiano stated the impact on the average household is \$57. Mr. Riggiano discussed the State's payment into the pension plan for 2014. Councilman Martino inquired as to whether funding for tax appeals are worked into the budget. Mr. Riggiano stated the Borough has a reserve for tax appeals. Mr. Riggiano discussed appropriations within the budget. Mr. Riggiano discussed the breakdown of the tax bill between Municipal, School, County and Open Space taxes. Mr. Riggiano stated that current Municipal debt is \$12,200,000. He further stated the Borough aggressively pays back the debt which results in the Borough's A1 rating. Councilman Caramagna inquired about the tax increase including the school taxes. Mr.



Riggitano stated it is too premature to have an accurate amount at this time. Mr. Kazmark suggested the Council revisit the budget on the March 13, 2014 Work Session where Mr. Lerch will be in attendance.

**3 – Engineering Report:**

Borough Clerk Keith Kazmark introduced the new Borough Engineer, Nordan Murphy from the Alaimo Group. Mr. Kazmark discussed the transition meeting which took place on February 25, 2014. Mr. Kazmark listed the Borough projects and which engineering firm will be the responsible party. Nordan Murphy thanked the Council for appointing them as the Borough Engineer. Mr. Murphy stated he will provide status reports from Boswell Engineering to the Council for the projects being completed by Boswell Engineering. Mr. Murphy stated he would read through the documentation that was provided by Boswell Engineering. Mayor Mola stated the Council has copies of all of the documentation and had a chance to review. Councilman Dombrowski inquired if Mr. Murphy had any concerns with the documentation provided by Boswell Engineering. He replied he did not have any concerns.

- a. **Monthly Status Report**
- b. **Improvements to Fleischer's Brook** – Mr. Kazmark will reach out to Mr. Ten Kate regarding Fleischer's Brook.
- c. **River Road Widening/ Van Riper Avenue** – Mr. Murphy stated the conceptual study has been completed. Mr. Murphy referred to a prior correspondence stating the Borough must incur the design and engineering costs of the project. Mayor Mola discussed his concern that the County may not follow through with the project after the Borough goes through the expense of the design phase and requests for variance.
- d. **Request to Release Escrow – Block 413, Lot 5** – A resolution will be placed on the March 6, 2014 Regular Meeting.
- e. **Engineer's Design Report – Pumping Station #6 Rehabilitation** – Mr. Murphy will review the Pumping Station #6 project and report to the Council at a later date.
- f. **Request Release of Maintenance Cash Bond – 7-Eleven Inc.** – A resolution will be placed on the March 6, 2014 Regular Meeting.
- g. **Sanitary Sewer System Improvements – PRV Building** – Roy Riggitano will award the bid.
- h. **Letter from Boswell regarding Transfer of Documentation** – Mr. Murphy stated they will accept either paper or electronic copies of the documentation. He further stated he will work through the Borough Clerk's office with the transfer.

4 – **Letter of Resignation from Shirley DeVito from the Board of Health** – Mayor Mola suggested Rhea Boyle to fill the vacancy. Councilmen Caramagna stated there is another person to consider for the vacancy. Councilman Dombrowski suggested the Mayor and Council President gets together to discuss an appointment for the Board of Health.

5 – **Letter of Resignation from Joseph Arena regarding his appointment as 2<sup>nd</sup> Battalion Chief** – Accepted without discussion.

6 – **Letter of intent to retire from Police Officer Debra Kenney** – Accepted without discussion.

7 – **Request for Handicap parking space for 99 18<sup>th</sup> Avenue** – Accepted without discussion. A resolution will be placed on the March 6, 2014 Regular Meeting agenda.

**8 – Attorney Report:**

- a. **7-Eleven Site Plan – Boswell Letter, Borough Attorney Randazzo's Letter, Site Plan** – Mr. Randazzo discussed the progress regarding the easement.

**9 – ORDINANCES:**

- a. **Unlawful to Park or Leave Standing** – The ordinance will be introduced at the March 6, 2014 Regular Meeting.
- b. **Drive In Restaurant – 1/10/14 Correspondence, 2/12/14 Correspondence, 2/24/14 Correspondance, Draft Ordinance** – Mr. Randazzo discussed conversations between himself and Mr. Conti regarding the drive in restaurant and the need to adopt the Drive In restaurant definition into the ordinance. Doing so would not require new businesses to go before the Board of Adjustments to receive a use variance. The ordinance will be introduced at the March 6, 2014 Regular Meeting.

**10 – DEPARTMENTAL REPORTS:**

- a. **Health Officer's Report – January 2014** – Accepted without discussion.
- b. **Health Minutes – December 9, 2013, Re-Organization Minutes January 13, 2014, Regular Minutes January 13, 2014 & Special Meeting Minutes of January 23, 2014** – Accepted without discussion.
- c. **Police Department 2013 Annual Report** – Accepted without discussion.
- d. **Library Minutes for December 23, 2013, Special Session Minutes of December 30, 2013 & Minutes for January 27, 2014** – Accepted without discussion.
- e. **Department of Public Works Report – January 2014** – Accepted without discussion.
- f. **Municipal Court Report – January 2014** – Accepted without discussion.
- g. **Recreation Department Report – January 2014** – Accepted without discussion.
- h. **Police Department Report – January 2014** – Accepted without discussion.



**11 – COMMITTEE REPORTS:**

Councilman Pettigano had no report at this time.

Councilman Dombrowski stated the Bombers Cheerleaders will be leaving for Hershey, PA on March 6, 2014 at 6:00 p.m. and has invited the Mayor and Council to attend for a presentation and to wish them well at their competition.

Councilman Caramagna discussed the Board of Education meeting. He then inquired of Mrs. Freitag, a Board Trustee, as to the discussion at the meeting regarding the Cheerleaders and jackets. Mrs. Freitag stated the Cheerleaders won jackets at the competition and are not able to wear the jackets during school due to the dress code policy.

Councilman Martino discussed the Homeowners' Association meeting where there was a guest speaker from Bio Reference.

Councilman Colletti inquired about the hawk light on Broadway. Mr. Kazmark discussed the progress regarding the installation of the hawk light and stated the plans are now with the review committee in the Department of Transportation.

Mayor Mola stated the Varsity Cheerleaders have been invited to attend the March 6, 2014 Mayor and Council meeting to be acknowledged for their achievement of winning the Nationals.

**12 – Executive Session:**

- a. **Contract Negotiations – White Collar Employee Association**
- b. **Fire Prevention - Personnel**

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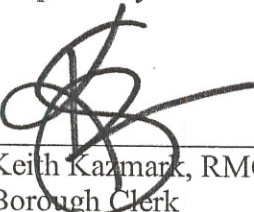
A motion was made by Councilman Dombrowski and seconded by Councilman Pettigano to enter into Executive Session. Motion carried by the members present.

**Contract Negotiations – White Collar Employees Association**  
**Fire Prevention - Personnel**

A motion was made by Councilman Martino and seconded by Councilman Dombrowski to return to the public. Motion carried by the members present.

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

Respectfully submitted,



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Keith Kazmark, RMC/CMC/MMC  
Borough Clerk

*Minutes approved at the March 20, 2014 Regular Meeting of the Mayor and Council.*