

BOROUGH OF ELMWOOD PARK

WORK MEETING

January 23, 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 8:00 p.m. Statement of Compliance was read.

Governing Body members Colletti, Dombrowski, Martino, Vuoncino and Caramagna were present. Councilman Pettigano was absent. Also present were Mayor Mola, Municipal Clerk Keith Kazmark, Borough Engineer Pete Ten Kate 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:

Jim Polouris, 38 Parkway, Rochelle Park, discussed the need for a bus shelter located at the corner of the Boulevard and Route 46 East. He discussed conversations with New Jersey Transit and is requesting a bus shelter to be placed at the above mentioned location. Borough Clerk Keith Kazmark will reach out to New Jersey Transit regarding the installation of a bus shelter. Mr. Kazmark discussed prior requests from the property owner to relocate the bus stop which is not an option for the Department of Transportation due to safety concerns. He further discussed the Department of Transportation's research of the area which did not come up with a safe or suitable location for the stop to be relocated to.

Work Meeting Agenda Items:

1 – Engineering Report:

- a. **River Road Widening/Van Riper Avenue** – Mr. Ten Kate discussed the improvements to the Fleischers Brook culvert in return for the paving of Van Riper east of the Boulevard and the Borough's receiving ownership of that portion of Van Riper. He then discussed the negotiation and proposed widening of River Drive and the ownership of Van Riper west of the Boulevard. Mr. Ten Kate stated the County will not be responsible for the engineering costs for the road widening project. Councilman Vuoncino suggested the Borough pay for the engineering costs with the County reimbursing the Borough after the completion. Mr. Ten Kate stated that County will continue to cut the trees around the parameter of the County Park. Councilman Dombrowski stated his concerns with the falling trees within the County Park. Discussion ensued to the plans for the County Park. Councilman Dombrowski discussed what he would like to see done within the County Park. Mayor Mola stated that the County Park property was purchased to be used as a passive park. Discussion regarding the County Park will be held over for another time. Mr. Ten Kate discussed the vacation of the entire length of Van Riper Avenue. Mr. Ten Kate discussed the County's desire to close out Van Riper Avenue by the Borough taking ownership more desirable than the widening of River Road. Mr. Ten Kate will present the Council with anticipated costs for widening of River Road and a decision on the response to the County regarding River Road widening/Van Riper Avenue will be made at a later date.
- b. **Proposal for Engineering Services – English Avenue Park Improvements** – Mr. Ten Kate discussed the updated proposal. The Council may or may not decide to include the hockey rink. Councilman Martino inquired if the proposal included only the slab for the rink or the enclosure also. Mr. Ten Kate stated that the current proposal is for the slab only and the grant which was submitted in November 2013 included adding the walls of the rink. Councilman Vuoncino inquired as to who has jurisdiction to move a project forward. Mr. Kazmark stated the Council will discuss the powers and duties of the Recreation Commission in Executive Session. Borough Attorney Giuseppe Randazzo stated the Mayor and Council has jurisdiction to authorize the Borough Engineer to move forward on the project. Councilman Dombrowski inquired whether the hockey rink would be able to be installed at another park. Mr. Ten Kate stated that the hockey rink falls under open space and feels the County would allow the rink to be relocated to another park, however the question has not been asked at the County level and they would have the final say. Councilman Vuoncino stated that he was under the impression the project was already agreed upon and the only question was who had the jurisdiction to move the project forward. He further stated that it now seems there is some backtracking and feels the Recreation Commission should be brought in to discuss the project with the Governing Body. Discussion then ensued to the Special Council Meeting on August 22, 2013 regarding the Open Space Grant for English Avenue Park. Councilman Dombrowski discussed the funding that has gone into English Avenue Park and the amount of time the park is being utilized. He further stated he felt the hockey rink would be better off in Elmwood Park or Birchwood Park. Mr. Ten Kate suggested the Mayor and Council start the Bond process while the decision is being made on the improvements. Mr. Kazmark suggested three Council members attend the upcoming Recreation Meeting to open a dialogue regarding English Avenue Park. Mayor Mola suggested inviting the Recreation Commission to meet with the Mayor and Council prior to a regularly scheduled meeting. Mr. Kazmark will reach out to the Recreation Commission to invite them to the February 13, 2014 Work Session with a revised start time of 7:00 p.m.

- c. **Improvements to Fleischer's Brook** – Mr. Ten Kate discussed the receipt of bids and stated there is verbal confirmation from the County that the Borough will receive the additional funds requested, however Mr. Ten Kate is awaiting the approval in writing. Mr. Ten Kate stated that he will revise the correspondence to award the bid for the February 6, 2014 Regular Meeting.
- d. **Pumping Station #6 Rehabilitation** – Mr. Ten Kate discussed the age of the pump station and the repairs and upgrades that are needed. Councilman Colletti inquired as to whether grants were available to fund this project. Mr. Ten Kate stated he will look into available grants.
- e. **Change Order – Orange Avenue Improvements** – Mr. Ten Kate discussed the additional paving of a significant portion of Willow Street and the Library parking lot. He further discussed the paving of the Library parking lot in the lower temperatures. Mr. Ten Kate is confident in the job that was done and stated the Borough has a two year maintenance bond. A resolution for the change order will be placed on the February 6, 2014 Regular Meeting.
- f. **Market Street Drainage** – Councilman Colletti stated he spoke with Mr. Ten Kate regarding the drainage issues on Market Street. Mr. Ten Kate stated the streetscape grant cannot be used to fix drainage issues because the grant only applies to the curb and away from the street. Mr. Ten Kate stated with the County's intent to pave Market Street the County might be open to help on the drainage. Councilman Dombrowski discussed the pooling of water near McCrum's Bakery and what he believes caused the issue. Mr. Ten Kate will inquire with the County regarding the drainage issues. Mr. Ten Kate thanked the Council for allowing him to serve the Borough over the past 20 years.

2 – **Letter from N.J. State Forestry Services regarding Forestry Management Plan** – Mr. Kazmark discussed his conversations with Mr. Karcz and recommends the Borough does not continue with the Forestry Management Plan.

3 – **Letter from Pat Dell Santi regarding the Recreation Department** – Mr. Kazmark stated the letter submitted is complementary to staff members of the Recreation Department.

4 – **Documentation from Municipal Inspection Corporation regarding Elevator Inspections** – Mr. Kazmark discussed prior discussions with Building Official Richard Bolen pertaining to the Borough entering into an agreement with Municipal Inspection Corporation for elevator inspections within the Borough. Both Mr. Kazmark and Mr. Bolan feel that entering into this agreement will produce revenue for the Borough and are making the recommendation to move forward with the agreement. There were no objections regarding the agreement therefore a resolution will be placed on the February 6, 2014 Regular Meeting to authorize the execution of said agreement.

10 – **Letter of Resignation from Charles Keenan from the Department of Public Works** – Mr. Kazmark discussed the letter of resignation. Mr. Karcz will attend one of the February Work Sessions to discuss staffing and how he would like to move forward.

5 – **REQUEST FOR RESOLUTIONS:**

- a. **Request for Coin Toss Approval – Fire Defender Company #2** – Resolution will be placed on the February 6, 2014 Regular Meeting.
- b. **Release Road Opening Performance Bond – Permit # 10-15** – Resolution will be placed on the February 6, 2014 Regular Meeting.
- c. **Release Road Opening Performance Bond – Permit # 10-13** – Resolution will be placed on the February 6, 2014 Regular Meeting.
- d. **Request Use of All Purpose Room – N.J. Community Center of the Deaf** – Resolution will be placed on the February 6, 2014 Regular Meeting.
- e. **Scope of the 2013 Audit – Lerch, Vinci & Higgins, LLP** – Resolution will be placed on the February 6, 2014 Regular Meeting.
- f. **Change Order #1 & Final – Improvements to Orange Avenue** – Resolution will be placed on the February 6, 2014 Regular Meeting.

6 – **DEPARTMENTAL REPORTS:**

- a. **Municipal Court Report – December 2013** – Accepted without discussion.
- b. **Police Department Report – December 2013** – Accepted without discussion.
- c. **Building Department Report – December 2013** – Accepted without discussion.
- d. **Board of Health Report – December 2013** – Accepted without discussion.
- e. **Board of Health Minutes – December 9, 2013** – Accepted without discussion.

7 – **ORDINANCES:**

- a. **Draft Ordinance 34-7 – Drive In Restaurants** – Mr. Randazzo discussed a conversation with Planning Board Attorney John Conti regarding the Drive In Restaurant Municipal Code. Mayor Mola explained the Municipal Code would force any food establishment where food can be taken out to go before the Zoning Board. The Mayor stated in the past it has never been contested which would have prompted the Planning Board to be aware of the wording within the code. The Governing Body chose to have Mr. Randazzo create a draft which would allow food establishments to have take-out without having to go before the Board of Adjustments. Mr. Kazmark asked Mr. Randazzo to allow Mr. Conti to review the draft before the introduction.
- b. **Draft Ordinance – Motels** – Mr. Randazzo discussed the ordinance with Police Chief Johnson and the Chief is satisfied with the draft ordinance. The ordinance will be introduced at the February 6, 2014 Regular Meeting.
- c. **Snow Ordinance** – Mr. Kazmark stated that he, Chief Johnson and Mr. Karcz reviewed the Snow Ordinance that was introduced at the last work meeting. He further stated that on the ordinance which was on the agenda, starting with Gilbert Avenue, the second column was unaligned from the other two columns which caused an

issue with some of the streets being incorrect. Mr. Kazmark stated that because the wording on the ordinance is correct and it is a formatting issue. The formatting can be corrected and the ordinance can be adopted at the February 6, 2014 Regular Meeting. Mr. Kazmark stated that Fournier Crescent can also be stricken from the ordinance due to the recent ordinance which prohibits parking on the south side of the street. Mr. Kazmark stated four streets in the Rosemont section needs to be addressed due to the 9:00 a.m. – 6:00 p.m. time restrictions. Mr. Kazmark made a suggestion for the affected streets in the Rosemont Section. Mr. Kazmark stated the residents will be kept up to date regarding the snow ordinance by social media, reverse 911 calls and the Community News.

8 – COMMITTEE REPORTS:

Councilman Colletti discussed the upcoming 100th Anniversary for the Borough. Mayor Mola stated a committee will be formed soon for the preparation of the anniversary.

Councilman Dombrowski discussed the Police Department staffing.

Councilman Martino stated the Homeowners Association meeting was cancelled due to snow. He further stated he hopes the referendum passes.

Councilman Vuoncino discussed a meeting with the Police Chief regarding staffing.

Councilman Caramagna discussed the upcoming referendum vote.

Mayor Mola commended the Department of Public Works for the plowing during the last snow storm. Councilman Dombrowski stated he feels the reverse 911 helped residents to abide by the parking rules.

9 – Executive Session:

- a. **Letter from Borough Attorney Giuseppe Randazzo regarding Powers of the Recreation Commission**
- b. **Personnel Matters – Board of Health**

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:

Powers of the Recreation Commission
Personnel Matters – Board of Health

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.

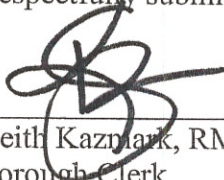
A motion was made by Councilman Dombrowski and seconded by Councilman Vuoncino to enter into Executive Session. Motion carried unanimously.

Powers of the Recreation Commission
Personnel Matters – Board of Health

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

A motion was made by Councilman Caramagna and seconded by Councilman Martino to adjourn. Motion carried unanimously.

Respectfully submitted,



Keith Kazmark, RMC/CMC/MMC
Borough Clerk

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