

BOROUGH OF PARK RIDGE
MAYOR AND COUNCIL MEETING
WORK SESSION

November 9, 2010
9:00 P.M.

Present: Council members; Maughan (7:20 pm), Maguire, Hopper, Council President Kane and Mayor Ruschman

Absent: Councilmember Viola

Also Present: Robert Mancinelli, Borough Attorney
Helene Fall, Administrator
Colleen Ennis, CFO
Kelley O'Donnell, Borough Clerk

Mayor Ruschman read the compliance statement earlier as required by the Open Public Meeting Act, P.L. 1975, Chapter 231.

BOROUGH ADMINISTRATOR'S REPORT

- **Proposed Amendments to Police Department Rules & Regulations**
 - Resolution on 11/23 Agenda
- **Bergen County Coop Purchase – Natural Gas**
 - Would like to be included – non binding
 - Resolution needed for 11/23 Agenda
- **Amend Towing Ordinance Fees**
 - Introduced this evening
- **Recycling Center**
 - Working on 2011 Calendar
 - Need to determine hours of operation on Saturdays
 - Current permits expire 12/31/2010
 - Council discussion on change of permit – hang tag instead of sticker
 - CFO and Clerk stated they would stay late a few evenings as a convenience to the residents
 - Council discussion on cost of permits versus lack of service
 - Revenue from permits could be used to offset OT costs associated with Saturday hours
 - Council asks to relist for discussion on 11/23 agenda
- **Telephone Audits**
 - Wireless review complete
 - Estimated annual savings of \$2,100
 - Fee to consultant \$350
 - Bill Beattie implementing changes
- **Online Newsletter**
 - Produce in house using Microsoft Publisher

- Council President Kane is in favor
 - Content would be drawn from others
 - Help will be needed
 - Asked who would approve content
- Ms. Fall stated it could be circulated to Mayor and Council for review
 - Council President Kane suggests spotlighting committees
- Council President Kane stated that he would rather see Helene work on bigger things
- Ms. Fall stated that we have been unsuccessful in getting a sponsor
- **BCUA Solid Waste Service Agreement**
 - Bids are due 1/1/2011
 - Many options have been included
 - Currently working on going out to bid for collection sites
 - Waste Management holding rate until 12/31/2010
 - BCUA rate is higher - \$70.27/ton
 - Rate is held through 5/31/2013
 - Resolution needed to enter into service agreement for 1/1/2011 – 5/31/2011 at a minimum
 - All present agree
- **Brook De-snagging**
 - Discussed during PV Administrator's meeting
 - Sub Committee formed to meet with DEP
 - Starting downstream and working North
- **Waste Management**
 - Met on November 3rd with Councilman Viola, Bill Beattie and PV Administrators
 - Discussed using Park Ridge facility for leaves
 - Mike Murray asked volume
 - PV Administrators discussed higher use for that location
 - Leaf disposal ok for short term
- **BCOSTF Projects**
 - Trailway project was chosen
 - Formal letter needs to be sent to Bergen County withdrawing track application
 - Trailway project would have to be phased in
 - Council agrees to Ms. Fall sending letter
 - Council discussion on \$75,000 grant received for dredging
 - Construction costs only
 - Need engineering and design
- Ms. Fall advised the Mayor and Council that transfers have started
- First meeting in December we will know if there is anything available for exempt employees
- Councilman Maguire stated a resolution will be needed for design and engineering for Mill Pond trailway

- Ms. Fall stated that the resolution will be prepared once we know we have the grant
- Ms. Fall further stated that Brigitte Bogart has been very successful in getting Open Space Trust fund grants for the Borough
- Council discussion on **Special Reorganization Meeting** in December
 - Review of dates
 - **Council agrees to December 8th at 7:00pm**
 - **Clerk to advertise Open Work Session meeting**
- **Resolution needed for 11/23 authorizing the receipt of Qualification Statements for professionals**

BOROUGH CLERK REPORT

- **NJLM Conference**
 - Clerk advised those attending the League Conference next week, that she would put the conference passes, hotel confirmations as well as any maps, parking and shuttle bus schedules in their mail packets this weekend.
- **ABC Licensing Fees**
 - Clerk advised the Council that the annual licensing fees are significantly below the state maximum of \$2,500 , which most of our neighboring towns have met or are in the process of meeting. Statute permits municipalities to raise their fees a maximum of 20% a year. Our last fee ordinance covered the years 2007- 2010. I would like to prepare an ordinance for introduction December 14th and adoption December 28th raising the fees for Consumption and Distribution licenses by 20% annually for the years 2011 – 2015. There will be no increase in Club licenses fees.
 - Increase in revenue of \$1568.00 for 2011.
- **Veteran's Day Service**
 - Clerk advised those present that Mr. & Mrs. Bozzone called to invite Mayor and Council to the service at the American Legion Hall on Thursday, November 11th at 11:00 am. Refreshments will be served afterwards. This year's commander is Mr. Widmer from Montvale.

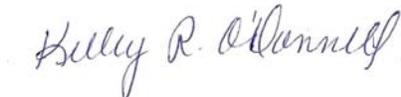
CFO REPORT

- Colleen Ennis distributed revenue and expense reports through October to those present
 - Under revenue she has a few concerns which she reviewed
 - Revenues are short \$113,000 with 2 months remaining
 - MRNA to date \$88,000
 - Prior years the Borough had received \$148,000
 - Rough calculations on surplus – she is anticipating \$150,000
 - Colleen Ennis expects the budget hole for 2011 to be \$600,000 – 750,000
 - With regard to the expenses:
 - There will be transfer resolutions from now until March 2011
 - Council discussion on surplus 1/1/2010
 - Colleen Ennis advised that all of the cash surplus was used in 2010

- Colleen Ennis does not foresee the Borough regenerating money into surplus for 2011
 - Colleen Ennis advised the Council that there were 2 additional payments that did not make the Bill List
 - Library Payment and Maltese Cross for PRFD
- Councilman Maguire stated that Bill Beattie had sent an email yesterday
 - Montvale had a service come in to do the fields
 - Council discussion on the Little League field at Sulak Lane
 - Could be done in December
 - Cost estimate \$3,700
 - Council discussed the use of field fees
 - Proposal to redo infield on both Sulak fields - \$10,000
 - Little League field - \$3,700
 - Large Field - \$20,000
 - Ms. Fall recommends using field fees
 - PRAA expressed interest in being included in discussions
 - Councilman Maguire stated that Bill Beattie has proposal
 - All present agree to Bill Beattie obtaining quotes
- Councilman Hopper stated that Recreation sponsored a concert in July – Danny Quinn
 - PKRG-TV filmed the concert
 - Ned Barber was selling videos of the concert on his website and facebook
 - Recreation paid for the concert
 - Councilman Maguire asked Councilman Hopper why he had not contacted him as liaison to PKRG-TV
 - Council discussion on legality of an individual taping an event with his own camera
 - Council discussion on loss of equipment and volunteers
 - Council discussion on no licensing of event
 - Rob Mancinelli advised that assuming there was no contract between the town and the performer then it is between the volunteer and the performer
 - PKRG-TV copyrights material that they film
 - Rob Mancinelli does not see it as a Borough concern – it is a private matter
 - Councilman Maguire stated that if anyone has issues with PKRG-TV they should contact him as liaison.

Work Session adjourned to Closed Session at 10:00 p.m.

Respectfully submitted,



Kelley R. O'Donnell, RMC
Borough Clerk