

BOROUGH OF PARK RIDGE
MAYOR AND COUNCIL MEETING
WORK SESSION

November 23, 2010
8:52 P.M.

Present: Council members; Maughan (9:07 pm), Maguire, Viola, Hopper,
Misciagna and Council President Kane

Absent: Mayor Ruschman

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

**Council President Kane read the compliance statement earlier as required by the
Open Public Meeting Act, P.L. 1975, Chapter 231.**

- **Fire Inspector's Car**
 - Councilman Viola advised those present that the Fire Inspector has asked for a new car
 - \$11,000 in penalties collected in the account
 - Funds can only be used for Fire Prevention
 - Fine history is high enough to pay balance
 - All Knox box equipment will be transferred to new car
 - Lease/purchase agreement – Municipal Lease through State
 - Nothing out of the municipal budget
 - State contract is good through 12/31/10
 - Current Borough car he is using would become a fleet car
 - Councilman Hopper reviewed rotation of vehicles in Montvale
 - Council discussion on the items the Fire Prevention fees can be used for
 - **Resolution needed for 12/14 authorizing lease/purchase of Fire Prevention Car**
 - **6 payments over 36 months**
- **Public Library Surplus**
 - Council President Kane stated that at the league convention it was discussed that the Library Surplus can go back to the municipality
 - Suggested a letter to Trenton for clarification
 - Councilman Hopper stated that his interpretation was anything over 120% of budget can go back to the municipality
 - Colleen Ennis agreed with Councilman Hopper's interpretation
 - Council discussion on how library surplus is treated
 - Colleen Ennis stated that at one time there had been a law that the libraries had the option to turn over the surplus

- Colleen Ennis further stated that she and Helene Fall had met with George Heller and Dr. Balentine already to discuss this
 - She further stated that the Division is supposed to release a Finance Notice within the next few weeks
- **Council President Kane asks that a letter be sent to Trenton detailing our situation for a specific ruling**

BOROUGH ADMINISTRATOR'S REPORT

In Ms. Fall's absence, Borough Clerk O'Donnell asked the Council for consideration on the following items:

- **2010 NJDOT Project – N. Fifth Street – 2nd Phase**
 - Authorize Award to D & L Paving on 12/14/10
 - **All present agree**
- **Special Reorganization Meeting**
 - December 9th or December 13th
 - Council agrees to Monday, December 13th
 - Need to confirm with Mayor Ruschman
 - Councilman Viola asks for an 8:00 pm start time
 - **All Present agree to 12/13 at 8:00 pm**
 - **Clerk will advertise as required**
- **Recommendation from Board of Public Works**
 - **Support Efforts to Seek Legislation to Allow for Municipal shared Services Energy Company**
 - Council President Kane would like clarification regarding authority to Bond
 - Councilman Maguire stated that legislature is in place in 39 states allowing
 - Council discussion on supporting the legislation, not necessarily forming a Shared Services Energy Company
 - **Council authorizes endorsing resolution for 12/14 agenda**
 - Councilman Maguire advised those present that he could answer any additional questions

Councilman Maughan arrived at 9:07 p.m.

- **Final Street Sweeping for 2010**
 - Council discussed timing after leaf pick up
 - **Authorizes resolution for 12/14**
- **Use of SLAP Crew for interior painting**
 - As per Administrator's report
 - **Council authorizes and asks that closets be cleaned out when painting is done**

BOROUGH CLERK'S REPORT

- **Parking signs on Hawthorne Ave**
 - Clerk advised those present that Pete Wayne & Pete Mauro reviewed and will be placing additional signs
 - One of the signs may have been knocked down by the Fire Equipment during the Krell fire
 - **Signs will be installed after leaf season**

- **Mania Hair Studio**
 - Clerk advised those present that a letter had been received from Phil Major; a copy of which was in their mailboxes
 - They currently have 43 employees
 - They have been parking in the gravel lot behind Memorial Field, it is dark at night and the employees are reluctant to walk back there alone
 - They estimate that at most approx. 20 employees would be using the lot at one time.
 - They have made 2 requests; 50% discount on the cost of the parking decal
 - Regular price for the decals is \$100 March 1st and \$50 after October 1st
 - based on the possible number they would be purchasing
 - **Council advises no discount**
 - They are also interested in lights to be put on timers for 3 weeknights
 - Council questioned if there were poles in the lot with lights
 - The Chief has stated that there are parking spaces available in both the Madison and Perryland lots.
 - Clerk stated her concern is the other businesses in Depot Square that have been purchasing decals at full price and Wachovia Bank has expressed an interest in purchasing decals for their employees
 - **Rob Mancinelli advised the Clerk to get an interpretation from the Vozza Agency on the possible need of a Hold Harmless Agreement and Certificate of Liability Insurance naming the Borough as an additional insured**

CFO REPORT

- **Tax Sale**
 - Colleen Ennis advised those present that the tax sale would be 12/28 due to the timing of notifications
 - Currently on the list are 14 tax properties and approximately 14 utility accounts
 - She further commented that some of the landlords are not happy
 - Tenants have not paid
 - One property owner feels it is a violation of his constitutional rights and he plans to expose the Borough
 - In 2009 6 tax accounts went to sale and 2 utility accounts
 - Notice will be in The Ridgewood News on 12/8

- Colleen Ennis stated that she expects the number to be cut in half
 - Colleen Ennis explained to the Council the difference in the types of liens
 - Outside lien holder – 2 yrs to payoff
 - Municipal lien – Borough can do an assignment sale or foreclosure within 6 months
 - These accounts represent 2009 taxes and utilities
 - Councilman Maughan asked if the Borough had counseling services
 - Colleen Ennis stated that 3 individuals are willing to make donations
 - Directed them to Public Assistance
 - Rob Mancinelli stated that the 2 property owners have had conversations with him and Colleen
 - **He recommended putting a note on the CCO – Change in tenant alerting the property owners that the utilities are ultimately their responsibility**
 - This way the property owners are aware
 - Colleen Ennis stated that the Borough takes deposits from the commercial accounts and rentals
 - She further stated that the new software will allow her to send delinquent notices to the landlord and tenant
 - **Council recommends notice be added to the rental registration form that any unpaid utilities are the property owner’s responsibility**
- Colleen Ennis stated that at the 12/14 meeting she will report on the Special Emergency Note for the Reassessment and the BANS for the ordinances already adopted
- Colleen Ennis distributed updated revenue reports
 - Advised the Council that the Borough will meet the budget projections
 - This year in MRNA the Borough received \$99,000
 - Prior years that number was \$149,000
 - Host Community Fees is the only area in which the numbers are significantly off
 - Meeting with Jeff Bliss Wednesday 11/24 to estimate surplus
 - Building and Court have brought in excess revenue
 - Council discussion on Fuel Depot
 - Tri Borough municipalities and Boards of Education use
 - Councilman Hopper asked if the Borough should put together a package leveraging our assets
 - Pistol range, fuel depot
 - Colleen Ennis stated that the Chief is actively pursuing members for the Pistol Range
 - Councilman Maguire asked for yearend projections
 - Colleen Ennis advised the Borough has not regenerated surplus
 - Councilman Hopper stated that if Washington Twp. inquires again about the fuel depot he will direct them to contact Bill Beattie

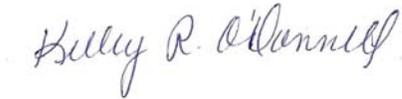
- Councilman Hopper stated that Recreation was considering a year end party to recognize the volunteers
 - Tentative date 1/9/11
 - Colleen Ennis advised that would be the 2011 budget

Technology Committee

- Council President Kane stated that the Technology Committee would like to give a brief presentation to the Mayor and Council at the 12/14 meeting
 - Paul Wharton would like to do a Press Release
 - Sample Press Release distributed encouraging residents to sign up for email lists
 - Council discussion on adding press release to a Utility Mailing

Work Session adjourned to Closed Session at 9:47 p.m.

Respectfully submitted,



Kelley R. O'Donnell, RMC
Borough Clerk