

BOROUGH OF PARK RIDGE
MAYOR AND COUNCIL MEETING
WORK SESSION

February 8, 2011
8:30 P.M.

Present: Council members; Kane, Hopper, Misciagna, Viola, Kilmartin (via telephone), Council President Maguire and Mayor Ruschman (via telephone)

Absent: None

Also Present: Robert Mancinelli, Borough Attorney
Helene Fall, Borough Administrator
Colleen Ennis, CFO
Kelley O'Donnell, Borough Clerk
Helyn Beer, Deputy Clerk (at the request of the Woodcliff Lake Health & Rehabilitation Center)

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

BOROUGH ENGINEER'S REPORT – Eve Mancuso, Brooker Engineering

- **Fairview Avenue Trail Project**
 - Brooker Engineering has flagged the boundary as control for Burgis to layout the proposed trail centerline and for LBG to perform the wetlands delineation
 - Brooker Engineering preparing topographic survey
 - When weather permits wetland flagging will be performed by LBG
 - Burgis and Brooker Engineering will proceed with design plans
 - LBG will proceed with permitting

- **2010 Road Improvement Program**
 - DLS has completed the project
 - A punch list has been developed and addressed
 - Additional reseeding may be necessary in the spring

- **Improvements to Leroy Place**
 - Reviewed scope of work
 - Low bidder is Ingannamorte and Sons
 - Construction will begin in spring as soon as weather permits
 - Need to check Construction Easements may need to extend date
 - Total contract amount is \$208,410

- **2011 Road Improvement Program**

- Bill Beattie, Peter Wayne and Eve Mancuso met to identify roads for consideration
 - N. Midland Avenue was damaged by a storm event
 - Requires full depth pavement repairs and drainage improvements
 - Due to existing drainage concerns the recommendation has been made for concrete curbs for W. Leach Avenue and Awashawaugh Road
- Council discussion on resurfacing and projects that require curbs and drainage
- Council discussion on resurfacing projects and PV Cooperative as compared to resurfacing projects with curbs and drainage required
 - Better managed if done on our own
- Council reviewed priority lists and costs associated with them based on Pete Wayne and Bill Beattie's recommendation
- Council discussion on North Midland Avenue patched in 2010
- Helene Fall advised that the preliminary budget for 2011 includes 5% down payment
- PV Coop looking for Park Ridge's input for 2011 program
- Councilman Kane stated that the budget includes half of the prior year's expenditures
 - He further stated that his personal opinion would be to spend \$400,000 - \$600,000
- Council President Maguire distributed the prior years' expenditures on Road Improvement Program
- Helene Fall advised that there will be no NJ DOT project this year
 - Council discussion on too much money in account that is unspent at this time
 - Both DOT projects should be completed in May
- Council discussion on the volume of work to be completed this year
- Council discussion on the need to continue with curbs and drainage
- Council discussion on the drainage issues on North Fifth
 - Regional project – problem with culvert
 - Helene Fall with contact the County again
- Council President Maguire states that the maximum he feels should be \$400,000
- Helene Fall stated that the engineering costs for Rock Avenue were included in the 2011 budget and these funds could be used for the 2011 road program
 - Eve Mancuso stated that there is a possibility of additional engineering required for North Fifth
- Council discussion on adding more money to the maintenance budget – patching of pot holes
 - It has been a difficult winter
 - Helene Fall will discuss with Bill Beattie and Pete Wayne
- Helene Fall stated that she needs to advise the PV Coop if the Borough will participate in the 2011 Coop Project

- Mayor Ruschman recommends that the Council decide on the amount of money they wish to spend
 - Council President Maguire asks for input from the Council
 - Council President Maguire recommends \$300,000
 - Councilman Misciagna agrees with the \$300,000
- Helene Fall suggests that maybe the Borough can do their own road project
 - She further advised that the Borough could go back to the coop and state that the February time frame is too short
- Councilman Viola asks if they are all in agreement that the borrowing needs to be limited
 - He further stated that \$200,000 is absolute priority
- Eve Mancuso advises that the savings has not been that significant with the coop
- Eve Mancuso recommends if \$300,000 is the limit
 - Priority One would be N. Midland Avenue and \$125,000 of resurfacing
 - Council President Maguire and Council members Misciagna and Viola agree to \$300,000
 - Councilmembers Kane, Kilmartin and Hopper agree to \$400,000
 - Mayor Ruschman breaks the tie with his vote of \$400,000
 - Council agrees to North Midland Avenue and Awashawaugh Road drainage projects and balance in resurfacing
- No participation in PV Coop this year
 - Borough will do project on their own
- Eve Mancuso will speak to Bill Beattie and Pete Wayne to see if there are any changes to priority list
- **Eve Mancuso left meeting at 9:03 p.m.**

BOROUGH ADMINISTRATOR'S REPORT

- **UST removal at DPW garage**
 - Need to amend contract with LBG
 - Additional \$2,700
 - **All present agree**
- **Chapter 77A – Dogs on developed fields**
 - Language suggested by Helene Fall
 - Councilman Misciagna asks if the language can be amended to say “Developed Athletic Fields”
 - Councilman Viola states he would like to see language included which states animals have to be leached and picked up after
 - Helene Fall will draft ordinance for review
 - Rob Mancinelli recommends amending chapter 52 Dogs, Cats and other animals
 - Councilman Viola as Board of Health liaison to present to Board of Health representative

- **BCOSTF - \$75,000 from 2007**
 - Original request was for dredging of Mill Pond
 - Can only be used for hard costs
 - Brigitte Bogart suggested re-appropriating grant funds for the Mill Pond Bridge
 - **All present agree**
 - Helene Fall further stated that it appears that anyone that asked for the money should receive it

- **2011 Recreation Fee Schedule**
 - Councilman Hopper stated that 2010 Day Camp was self funding
 - Needs to be increased to \$150 residents and \$250 non-residents
 - 5 weeks in July
 - Councilman Hopper asks if the Council wants to continue with the current form for field use
 - Councilmembers Kane and Viola agree to keep the same
 - Council President Maguire asks that that it be sent to the Field Coordinator for input

- **Labor Attorney 2010 Final Billing**
 - Used as needed worked out well
 - Final bill is \$660
 - All present agree

- **Recycling Center**
 - Council President Maguire, Councilmember Hopper, Bill Beattie, Pete Wayne, Dr. Moore and Bob Ludwig met this past Friday
 - Discussed Recycling Center placards
 - Schedule
 - Outsourcing
 - Placards – All agreed to purchase of placards and distribution via mail with curbside collection calendar
 - No charge – 2 year permit
 - Charge \$5.00 for additional permits

- **Recycling Center Saturday Schedule**
 - Twice a month October through April 9:00 a.m. to 12:00 p.m.
 - April through September every Saturday 9:00 a.m. to 12:00 p.m.
 - Cost to operate \$9,000 in overtime for every other Saturday
 - Additional \$5,000 in overtime for the months that it is open every Saturday
 - Councilman Misciagna stated that he had met with the blue collar workers
 - Discussed a second shift which would include Saturday
 - Employees work Tuesday through Saturday
 - Or flat fee for Saturday work
 - Saving of 50% if we can eliminate time and a half
 - Councilman Kane stated that it would have to be negotiated

- Councilman Kane stated that a commitment would be required to cover the hours
- Council discussion on the need to get clarification on what is permitted under Fair Labor Laws
 - Councilman Misciagna stated that the employees would be working out of title
 - Rob Mancinelli advised that need to look at total hours worked and mandatory overtime
 - Rob Mancinelli, Helene Fall and Colleen Ennis will look into it
- Council President Maguire stated that the newsletter and placard need to be mailed by the end of March
- **Outsourcing – Nature’s Choice**
 - Discussed briefly
 - There is a lot of activity in that area
 - DPW, Electric, Water, Fuel Depot
 - They will schedule a meeting with Nature’s Choice to ask for additional information
 - Recycling Center would be used as a leaf transfer station
 - Want to use site for landscapers
 - Nature’s Choice would cover all carting costs for the Borough except bulk waste and tires
 - Helene Fall advised there are a number of issues
 - DEP permit would be needed
 - Operation would have to go out to bid
 - Council President Maguire stated that he is skeptical how this could occur logistically
 - Nature’s Choice will be meeting at the Borough February 18th at 8:30 am
 - Councilman Viola asked if this is an area that we are looking at for shared service
 - Councilman Hopper stated that each of the municipalities has the same problem – no space
 - Councilman Misciagna agrees to changes and
 - Council President Maguire confirms
 - Councilmembers Kane, Hopper, Viola and Kilmartin all agree
- Clerk and Pete Wayne to order recycling center placards
- Rob Mancinelli advised that the gentleman from Green Corners continues to contact him
 - Helene Fall has advised Green Corners not to contact the Borough attorney
 - Helene Fall working on specs for recycling containers-must go out to bid
- **Finance Committee update – Budget**
 - Councilman Kane advised those present that the budget has to be introduced on March 8th

- The finance Committee would like to give George Mehm and Board of Public Works an opportunity
 - Finance Committee will meet next Saturday or the week after
 - At the February 22nd meeting the Finance Committee will give the Mayor and Council a budget update
 - Public Hearing and adoption in April
 - Discussion on Special Meeting 3/1 at 7:00 p.m. to review Budget with Mayor and Council - Public meeting
 - Helene Fall stated that the goal would be to include the budget in the 2/25 mail packets
 - Clerk to advertise
 - Time needed to do budget Newsletter and mail out
- **Affordable Housing Overlay**
 - Planning Board will make a recommendation to the Mayor and Council
 - Brigitte to submit
 - Rob Mancinelli to forward to Clerk for distribution
- **March 8th Mayor's recognition**
 - Joan Valas – Bergen County Volunteer of the Year Award
 - Tracy Dickinson – Recognition for Donation of Vehicle

BOROUGH CLERK REPORT

- **Resident Commuter Parking Permits – 4/1/2011 – 3/31/2012**
 - Recommendation to increase parking permit fee by 20%
 - Fee was last increased in 2007
 - Annual - \$100.00 to \$120.00
 - Household duplicate – both vehicles may not be parked in the lot at the same time
 - \$30.00 to \$36.00
 - Decals purchased after 10/01 shall be reduced 50%
 - \$50.00 to \$60.00
 - Daily Fee (Broadway Parking Meter) - \$2.00/day
- Borough does not guarantee a parking spot.
 - Chief has indicated that there are additional empty spots in both lots daily.
 - Chief agrees with the recommendation to increase permit fee.
- Council President Maguire would not support
- Councilman Misciagna would not support
- Councilman Hopper agrees with increase
- Councilman Kane agrees with increase
- Councilman Viola would not support
- Councilwoman Kilmartin agrees with increase
- Mayor Ruschman called upon to break tie; agrees with increase
- **Helene Fall will amend ordinance**

Transfer Station

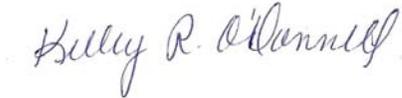
- Council concerns on property maintenance – needs to be addressed
- Helene Fall will contact

CFO REPORT

- Colleen Ennis advises that she has looked at the Salt and overtime to date through 1/15 payroll
 - \$9,000 in salt
 - 265 hours of overtime - \$14,000 (through 1/11)
- We have had 2 storms since then

Work Session adjourned at 10:00 p.m.

Respectfully submitted,



Kelley R. O'Donnell, RMC
Borough Clerk