

BOROUGH OF PARK RIDGE
MAYOR AND COUNCIL MEETING
WORK SESSION

February 22, 2011
9:26 P.M.

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

Absent: Councilmember Misciagna

Also Present: Robert Mancinelli, Borough Attorney
Helene Fall, Borough Administrator
Colleen Ennis, CFO

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

BOROUGH ATTORNEY'S REPORT

- **Proposed Ordinance Requiring Dogs to Be Leashed**
 - R. Mancinelli, as requested at the last meeting, reviewed the current Code for consistency with the State law which requires dogs to be leashed on public property. Code book is consistent. Questioned whether the Governing Body wished to embrace the concept of electronic fences. Proposed ordinance would cover unleashed dogs on private property which are unleashed; would grandfather if property owner currently has electronic fence but would require new electronic fences to be within a certain distance of the home.
 - Councilmember Kane recommended that any draft be submitted to the Board of Health first and possibly form a subcommittee with members from the Board of Health.
 - Council President Maguire asked what was driving this specific issue; didn't the lease law only apply to non-private property.
 - R. Mancinelli clarified the original issue discussed last meeting what whether our Code complied with State law with respect to public leash laws – which we do. In further review he became aware of municipalities in NJ who are now addressing the issue of electric fences and compliance with the public leash laws. He further commented that he was reading our current ordinance to mean that dogs needed to be tethered even on private property.
 - Councilmember Viola commented that he did not believe we should make an exception for an electric fence. He recommended that the Administrator write up the request to the Board of Health for them to consider the proposed leash ordinance, the current ordinance (and what their interpretation is with respect to requiring animals to be tethered on

private property and the electronic fence issue) and the proposed language dealing with dogs on fields – provide it to him to review with the Board of Health. The Governing Body was in agreement.

BOROUGH ADMINISTRATOR’S REPORT

- **2011 Proposed Pool Commission Fees:**
 - Section § 28-5. Disposition of moneys collected; approval of expenditures; fees of the Code requires that the Mayor and Council to adopt a resolution on an annual basis establishing the fees for membership in the Municipal Pool after consulting with the members of the Municipal Pool Commission.
 - Reviewed Commission’s proposed changes in fees for the 2011 Pool Season and approved them as presented; resolution for 3/8/11 meeting.

- **Community Hospice of Bergen County, Inc.:**
 - Please see February 4, 2011 Letter.
 - Chief Madden advised he is fine with the request as long as they provide advance notice of the actual weekends they will be active. Approved.

- **Mill Pond Park – Planning Services:**
 - The original grant application to ANJEC included the following soft costs:

i. Data Gathering and Site Analysis	\$11,000
ii. Plan Development	\$ 6,000
iii. Construction Documents	\$11,000
iv. Bid Documents	<u>\$10,000</u>
TOTAL	\$38,000
 - We’ve applied to BCOSTF to fund the hard costs (construction) since the County does not fund soft costs.
 - The \$38,000 needs to be funded from the Borough’s Open Space Trust Fund in order to proceed which is considered part of the Borough’s 50% match. Council President Maguire explained that this will allow us to use a portion of the money to proceed with the design which would then be presented to the Mayor and Council for approval.
 - Approved for H. Fall to prepare resolution for 3/8/11 for the design portion.

- **Fire Pit:**
 - Councilmember Hopper received inquiry from H. Borgenson re her Girl Scout troop.
 - They are in the process of finishing up the Bronze award and as part of it; they needed to come up with a community service project. One of the projects they are considering is to build a fire pit down by the pavilion for all the scouts to use when they do the camp out. Every time camp outs are done, it is the responsibility of the leaders to construct and destruct a fire pit; suggested installation of permanent pit. Reviewed with B. Beattie who

deferred to Fire Official J. Hansen; J. Hansen is fine with it as long as there is a locking cover and the Borough regulates who uses it.

- Reviewed with D. Vozza who concurs with J. Hansen.
 - The Governing Body discussed needing to know specifically where it would be located so as not to interfere with the proposed Mill Pond Project and for fire safety reasons. Councilmember Hopper with review with J. Hansen and provide an update as to a specific acceptable location from the Fire Prevention perspective.
- **2011 Road Improvement Program:**
 - E. Mancuso attended the 2/8/11 meeting to discuss possible road program.
 - She reviewed report with P. Wayne and B. Beattie. P. Wayne confirmed the priority list he developed remains unchanged and agreed to the scope of work to include priority #1 and #2 of the drainage work (N. Midland and Awashawaugh) and priorities # 1 through # 4 (and further if we receive competitive prices) for the resurfacing. E. Mancuso provided a 2/17/2011 summary for a total of \$400,000 including engineering services of \$30,000.
 - H. Fall advised PV Coop that we will not be participating in 2011 per the 2/8/11 discussions.
 - Authorized prep of Bond Ordinance for intro on 3/8/11 in the total amount of \$400,000.
 - Councilmember Hopper requested the Engineer be asked whether road millings from this year's project could be spread/compacted at the Davies Field parking area. H. Fall to inquire.
 - **Chapter 77A. Parks and Recreation Areas – Article 1. General Regulations**
 - Continued discussion about adding new Paragraph “E” as written or similar:
 - “Dogs and other domestic animals, ~~whether leashed or unleashed~~, shall not be allowed on any developed *athletic* field within any Borough owned park, except as participants in a dog show or related organized function sponsored or sanctioned by the Borough of Park Ridge.”
 - Discussed at the 2/8/11 M&C meeting; Councilmember Viola to discuss with Board of Health.
 - Referred to Board of Health along with other item related to public leash law.
 - **Police Dept. Accreditation:**
 - H. Fall provided information regarding the accreditation process.
 - Chief Madden hosted a presentation of the accreditation process on 2/10/11 for various PV communities; Councilmember Misciagna and H. Fall attended.
 - Discussed having the Mayor send a letter on behalf of the Borough requesting that that Bergen JIF fund the process as a proactive measure similar to what the Morris County JIF did.

- Councilmember Viola asked about benefits to the Borough; discussed operational benefits, liability benefits as well as potential insurance premium reductions/reducing premium increases.
- Authorized Mayor to send letter to Bergen JIF to request they fund accreditation for its member municipalities as a proactive measure. H. Fall to prepare letter.
- **2011 Recreation Fees:**
 - Discussed at 2/8/11 M&C meeting with increase to camp fees agreed to; referred to Field Coordinator for his comments; waiting for receipt.
 - Councilmember Hopper asked that the revised 2011 camp fees be posted now since wish to proceed with registration.
 - The Mayor and Council approved the posting of the revised 2011 day camp fees.
 - Will list the field fees for discussion when info received from the Field Coordinator.

COUNCIL ITEMS:

- **Affordable Housing Overlay:**
 - Council President Maguire advised the draft had just been prepared by the Planner and sent to R. Mancinelli for review. It would be an overlay in the garden apartment zone. Review would be needed by the Planning Board if the Mayor and Council were interested. The proposed overlay would allow more density – 18 units per acre with a 10% set aside.
 - The Governing Body was interested in further evaluation.
 - Council President Maguire will take the draft to review by the Planning Board.

CFO REPORT

C. Ennis advised that auditor has been in the past 2 weeks completing the Annual Financial Statement. The AFS is the closeout for the year ending plus preliminary work for the annual audit; this information is used in finalizing the budget. Should be done by the end of the week. Just received some preliminary info on the utility side and the available money for use in 2011 is a little less than anticipated.

COUNCIL ITEMS - continued:

Councilmember Kane confirmed that at the March 1st Special Council meeting the Finance Committee will review with the Mayor and Council in greater detail the budget proposed for introduction on March 8th. The Finance Committee will be meeting this Saturday to finalize the proposed budget.

He handed out a spreadsheet which had two components – first, an analysis of surplus from 2008 – 2010 to show the historical usage.

The second component was an overview of proposal to close the initial \$197,000 gap. There have been 2 additions – additional money for medical due to the potential of an employee opting back in to full medical (\$12,000) and some additional funding (\$15,000) for financial/accounting services bringing the proposed tax levy gap to \$224,000.

There was general discussion by Council President Maguire and Councilmember Kane of the need to provide the additional financial/accounting services this year by the auditor to resolve some open issues. Councilmember Viola suggested that a contract for these specific services be put in place so there are adequate controls –there was agreement.

Councilmember Kane and Council President Maguire reviewed the proposal to resolve the gap which, among other proposed items would fund one of 2 police cars requested; Mrs. Fall noted that the Chief was proposing that the second vehicle be an SUV which could be purchased then from the capital budget – waiting for information. It was requested that Mrs. Fall obtain from the Chief a listing of vehicle with their current odometer readings. In addition, fund Police overtime at \$130,000. Mrs. Fall will review these with the Chief. There was agreement that the other items (savings from new solid waste collection contract, reduction in Sewer salary line because of shared position with Utility, shared court savings, reduction in M&C salary line, removal of duplication of Bloodborne pathogens funding from Board of Health account, reduction of pistol range costs, funding of street sweeping from clean communities grant funds and removal of funding for shade tree) were acceptable to close the gap.

Work Session adjourned at 10:23 p.m.