

BOROUGH OF PARK RIDGE
MAYOR AND COUNCIL MEETING

WORK SESSION

October 25, 2011
9:05 P.M.

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

Absent: None

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

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

BROOKER ENGINEERING, PLLC

- **Fairview Avenue Trail Project**
 - Project team consists of Burgis Associates, LBG and our office.
 - Wet land flagging has been completed and surveyors located flags.
 - LBG believes they will have a permit in hand by mid- November.

- **Improvements to Leroy Place**
 - Scope of work for project includes construction of drainage, curbs, sidewalks and resurfacing of Sixth Street and Leroy Place.
 - The Project was awarded to Ingannamorte and Sons.
 - Ingannamorte has ordered the precast structures and anticipate delivery next week.
 - Will reissue letters to residents.
 - Hopes to complete within 30 days.

- **Road improvement Program**
 - Project currently under construction
 - Scope of work for 2011 Road Program includes N. Midland Avenue, W. Leach Avenue, Awashawaugh Road, Mader Place, Kyle Court, Brae Boulevard, Storms Avenue and Maynard Drive.
 - AJM is the contractor
 - Anticipate the work to be substantially complete within two weeks.

- **Mill Pond Footbridge**

- Work for this project includes the preparation of a topographic survey, design permitting, plans and specifications for the construction of a footbridge over the Pascack Brook south of the Mill Pond dam.
 - Project essentially done
 - Coordinating with Dam work; east and west spillways want to have repairs to dam done before footbridge.
 - We expect dam and bridge to be substantially complete by spring.
- **Recreational Facility Evaluation For Handicapped Accessibility compliance**
 - Work consists of the evaluation of the handicapped accessibility of the Borough owned recreational facilities.
 - We have commenced the evaluation
 - 80% complete.
- **Hurricane Irene Emergency Repairs**
 - This project included the reconnaissance of areas damaged by Hurricane Irene.
 - Coordinating back and forth with DEP.
 - DEP does not agree that it is all an emergency.
 - O'Donovan is prepared to start work as soon as the temporary construction access agreement with the Church is in place.
 - NJDEP has only agreed to declare approximately 30 feet of Mill Brook from the headwall at Pascack Road as emergency work.
 - Conference is set up for October 31, 2011 to address emergency work on Mill Brook.
 - A meeting is scheduled for November 9, 2011 to address work on Pascack Brook.
 - Proceeding with full application package for permitting of this work.
- **Electric Pond Dam Repairs**
 - Proceeding with the project to perform necessary repairs to the dam.
 - Field work is commencing.

CLERK/ADMINISTRATOR'S REPORT

- **Fairview Avenue Trail System**
 - LOI submitted on 9/10/11
- **Public Litter/Recycling Container**
 - Bids/recommendations erences under review
 - Operations would prefer a covered container to keep rain water out, but if necessary will drill holes in plastic containers
 - Prioritizing 3 – triple stream containers and if funding available will look for comingled to put alongside trash receptacles in downtown.
 - The wood and wood like containers are not as durable as some other materials
 - P. Wayne has indicated that some of our trash receptacles in town need to be replaced
 - K. O'Donnell has reviewed designs which are complimentary to a wooden slat container and provide the following

- Victor Stanley triple stream container – same as Westwood
 - State Contract \$2,937.60
 - Upbeat – Rendezvous Receptacle with Bonnet Top - \$1,295
 - Individual containers with visor top - \$630
 - Ms. Ennis has advised that there is \$5,357.60 available
 - Prioritizing 3 – triple stream containers and if funding available will look for comingled to put alongside trash receptacles in downtown.
 - Waiting for input from Green Team.
- **2012 Bergen County Community Development Grant Applications:**
 - Funds would be available sometime after July 2012
 - Construction cost estimate received - \$37,000 (hard costs)
- **BCOSTF Grant Application: BC OST 2011 Funding Round:**
 - Suggest submitting application for balance of funding for Mill Pond Park.
 - Original location of the project had changed slightly and the scope of the project has been divided into phases due to DEP constraints.
 - Grant application submitted 9/1/2011
- **Police Consolidation Study**
 - Letter received from the BCPO with recommendations on amending our RFP.
 - Will finalize RFP with R. Mancinelli
 - Written response to funding of feasibility study never received. Recommend R. Mancinelli amend RFP suggested by BCPO.
 - Prior to award of contract, BCPO wants to review chosen vendor's submission prior to award of contract.
 - At that time, prior to award, request written confirmation that BCPO will fund.
- **Property Maintenance- Borough Code Chapter 80**
 - N. Saluzzi has requested that Chapter 80 be amended, suggestions have been attached.
 - Difficult for our Housing Inspector to enforce property maintenance issues; single family homes, rear and side yard issues.
 - R. Mancinelli authorized to draft amendment to Chapter 80 of the Borough Code.
- **William D. Diedtrich Memorial Award**
 - Council liaisons have received a memo reminding them that nominations need to be presented to the Mayor and Council.
 - Councilman Viola recommended John Hansen
 - Councilman Hopper would like to recommend Joan Valas
 - Councilman Hoppe also suggested John Hansen
 - Councilman Misciagna will advise
- **2011 Leaf Season**
 - Councilman Hopper inquired as to whether or not the leaves could be disposed of utilizing the tub grinder.
 - Please see Pete Wayne's response attached.

- Process is different, could not utilize grinder for leaves
- **Background Check for Fire Department**
 - Chief Ludwig has recommended an amendment to Chapter 14 of the Borough Code
 - Requiring a background check of applicants
 - R. Mancinelli will review
 - K. O'Donnell was asked to submit Chief Ludwig's request to The Voza Agency
- **Pedestrian Improvements at PR train Station**
 - Retaining wall has to be moved; it is sitting on their wires and footings
 - Federal regulations require 2' compromise was 1'
 - E. Mancuso to revise plans and contact Marini Bros. – contractor
 - Estimate needed for change order and completion of original scope of work

CFO REPORT

- C. Ennis advised that we will be meeting with Department heads on 10/26 to start budget process
 - Budget forms are due back 11/18
- C. Ennis also advised that the Borough will realize a net savings on the pension of approximately \$85,000
- K. O'Donnell advised that the BMed premium for the Borough will be increasing 12.3%
 - Council discussion on self-insuring
 - R. Mancinelli advised against it, 20+ years experience

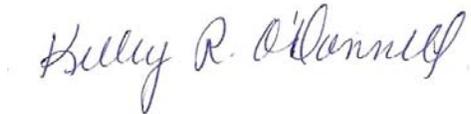
Utility Board Ordinances

- R. Mancinelli provided drafts for K. O'Donnell to distribute to Mayor and Council
 - B. Beattie to distribute to Utility Board
- 4 Ordinances had been discussed in September
 - Security deposits – this has been adopted
 - Referendum required for sale of utility discussed earlier this evening
 - Appointment of Professionals
 - R. Mancinelli advised that information could be included in the RFQ's for the Board professionals to insure qualified applicants responded
 - Utility Board to provide this information
 - Sale of Public Utility Ordinance
 - Abolishment of Board of Public Works would only occur if the Utilities were sold
- R. Mancinelli left a message for John D'Anton, Esq.
- R. Mancinelli advised that he has provided drafts combining the sale of the utilities with the abolishment of the board as well as separate ordinances
- **Ordinances to be listed for discussion at the 11/14 meeting**
- Council discussion on the Borough form of government requires a majority of the Council voting in the affirmative for an action, not a super majority
- Councilman Viola stated that some of the ordinances suggested are redundant to state law
- R. Mancinelli advised that the ordinances all contain severability clauses
 - Borough could be challenged if our code is not consistent with statute

- Councilman Viola asked where the Borough was in the Pay to Play Ordinance
 - R. Mancinelli advised that the Borough was waiting for direction from the County
 - County's policy has been challenged
- Council discussion on how the other 9 municipalities with their own utilities operate

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

Respectfully submitted,

A handwritten signature in cursive script that reads "Kelley R. O'Donnell".

**Kelley R. O'Donnell, RMC
Borough Clerk/Administrator**