

**MAYOR AND COUNCIL MEETING**  
**WORK SESSION**

**July 23, 2013**

**9:10 P.M.**

Present: Councilmembers; Galdi, Kilmartin, Bosi, Oppelt, Hopper, Council President Misciagna, and Mayor Maguire

Absent: None

Also Present: John Ten Hoeve, Borough Attorney  
Colleen Ennis, CFO  
Kelley O'Donnell, Borough Clerk/Administrator

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

**BOROUGH ATTORNEY REPORT**

- **Criminal Background Checks**
  - J. Ten Hoeve provided statute and sample ordinances
    - J. Ten Hoeve recommends that the Borough adopt a similar ordinance
  - J. Ten Hoeve also suggests that it be discussed with PRAA
    - Council recommendation that J. Ten Hoeve attend a PRAA meeting
  - Councilman Galdi advises that there is reference to the Little League By Laws in the PRAA By Laws
  - J. Ten Hoeve reviewed the types of offenses
  - Council President Misciagna advised that he will discuss with PRAA reps
  
- **Lightning Detection Device Violation Ordinances**
  - Hillsdale has one
  - Cresskill will be adopting one
    - Hillsdale ordinance very brief
      - Penalties are listed
    - Police would have to enforce
  - Hillsdale Ordinance was adopted in 2008
  - **Council would like ordinance introduced on 8/20**
  - **Should be discussed with PRAA**

**BOROUGH CLERK / ADMINISTRATOR REPORT**

- **2012 Bergen County Community Development Grant Applications:**
  - Reimbursement from CDBG will be filed
- **BCOSTF Grant Application: BC OST 2011 Funding Round:**
  - Preliminary walk through with Landscape Architect has taken place to lay out walking path and parking areas
  - B. Bogart working with Landscape Architect on conceptual plan

- **Police Consolidation Study**
  - Public hearing scheduled for 7/25 in Park Ridge
  - Montvale has advised they will not be holding a Public Hearing
  - Elks Lodge has been confirmed for 7/25 at 6pm
  - Notice in The Record 7/17
  - Press Releases in The Pascack Press and Community Life
  - Invitation email sent to Police Consolidation Advisory Committee and Bergen County Prosecutor Molinelli and Assistant Prosecutor Puccio.
  - Set up Guidance and volunteers needed.
  
- **Police Accreditation Grant – CALEA**
  - J. Ten Hoeve to review Rules & Regulations
  - J. Ten Hoeve working with Chief Madden
  
- **Evaluation of Recreation Facilities for compliance with 2010 ADA Standards**
  - Proposal and estimate received for Memorial Park (Rotary Park, Pavilion and Davies Field) from Brooker Engineering dated 6/25/12 for \$10,600.
  - Asked B. Bogart to look at Grant Opportunities
  
- **Borough Hall Improvements**
  - **Approximately \$79,000 remains in ordinance**
  - Perry Petrillo available for presentation to Mayor and Council on 4/23
  - Perry Petrillo to present conceptual plan on 4/23
  - Presentation made to Board of Public Works on 6/5
  - Perry Petrillo met with Bill Beattie on 6/21 to review mechanical operations in Borough Hall
    - Waiting for a proposal for preparation of plans and specifications and construction cost estimate
  
- **BC OSTF 2012 Funding Round**
  - Sulak Recreation Area
  - Will resubmit 2013
  
- **BC OSTF 2013 Funding Round**
  - Applications are due by 8/29
  - Endorsing Resolution will be required for grant application
  - Should be submitted with grant application
  - Emailed B. Bogart for endorsing resolution. Reviewed timetable and meeting schedule with her.
  - B. Bogart has advised that she will have grant application and endorsing resolution for 7/23 meeting
  - Brigitte Bogart to send resolution on Monday 7/24
  - **Endorsing Resolution to be adopted on 8/20**

- **Telephone System**
  - Present system has automated attendant capabilities. We are using it sporadically as Karen is assisting departments or is away from her desk for an extended period. Reprogramming is needed and Angelo will look into it.
  
- **BC CDBG Funding year 2013**
  - Agreement executed authorizing \$3,638
  
- **Downtown Parking and Striping**
  - Please see prior admin reports for history
  - Comments from Sgt. Mauro reviewed by Mayor & Council
  - Submitted to Planning Board for comment
  - Stateline has confirmed the proposal for \$12,200
  - B. Bogart advised that the Planning Board Chairman wished to discuss at the next work session meeting.
  - B. Bogart sent her comments to A. Sylvester for discussion at the Planning Board Work Session
  - E. Mancuso to reach out to County on removal of curb bump out at 70-72 Park Avenue
    - ADA Ramp will have to be redesigned
    - Cost estimate to be included with other ramps
  
- **Bus Shelter Agreement – Pascack Road**
  - Fully executed Agreement received on April 29<sup>th</sup>
  - Demolition of existing shelter will be coordinated with P. Wayne when new shelter is available for installation
  - **DPW removed old shelter**
  - **NJ Transit to install new shelter**
  
- **FY 2013 NJDOT – Municipal Aid Grants**
  - Notice of award of \$150,000 for Ridge Avenue received
  - E. Mancuso reached out to NJDOT to use funds for portion of Ridge Avenue included in this year’s road program
    - Requested documentation forwarded to NJDOT
  - E. Mancuso revised scope of work for Ridge Avenue (resurfacing Spring Valley to Second Street) and adding drainage on Ridge Avenue (Pascack Road to Sixth Street)
  - Mike Daniele from Marini advised on July 11<sup>th</sup> to hold off on any fire hydrant relocation work on Ridge. He felt he could make it work
  
- **2013 Road Improvement Program – Professional Services**
  - Proposal received from E. Mancuso dated 2/4
    - \$41,140 (7% of construction costs)
      - Typical is 10%
  - Board of Public Works has expressed concern that Mapleleaf is not included
    - Recommendation that it be added as an alternate

- Revised proposal received for engineering fees with the inclusion of Mapleleaf as alternate
  - \$61,178
- E. Mancuso will be utilizing Smart Sheet software to track project
  - Schedule expected from Contractor week of 6/10
- Work will begin on Mapleleaf Drive.
  - Letters sent to residents, mobilizing of equipment began 6/24
- **Governing Body has access to Smartsheet and can track status of project**
  
- **2013 Road Program – possible additions**
  - 18 King Road
    - Part of 2012 road program – water is jumping new concrete curb
      - DPW built up curb with asphalt – homeowner is not happy and wants the 20’ of concrete curb replaced – Eve reviewed with Pete on 4/18
  - 89 Rivervale Road
    - Eve and Pete inspected on 4/18 – email attached
    - After bids are received, Mayor and Council can review and determine if the budget will permit the addition of these 2 locations.
  - **These 2 locations will be added as change orders**
  - **Cost estimate for North Second Street (\$12,506), Second Street, Ruth Place (\$16,888) and Circle Drive (\$2,988) received**
  - **27 Glendale & Glen Road – Deterioration of railing and deck**
    - E. Mancuso will investigate further
  - **Mayor Maguire requested Rivervale Road be added to list of drainage projects in borough**
    - **Where is it on priority list**
  
- **Borough Hall Entry Security System**
  - Proposal received from Advanced Security Systems
    - Second Proposal required
  - Mayor and Council to determine if this should be included with improvements to Borough Facilities.
  
- **Fence at Sulak Fields**
  - Rain delayed installation, P. Wayne expects fence to be installed this week
    - Fence completed on July 18<sup>th</sup>
  - P. Wayne will have DPW remove orange snow fence On Monday 7/24
  
- **Interactive Map on Borough website**
  - Proposal has been received from Civil Solutions for \$1,400 and included in the 2013 Budget
    - Recommendation that it be discussed with Technology Committee on 4/24
    - If the Borough wishes to move forward and meeting will need to be scheduled with Civil Solutions to provide specific direction

- Bill Beattie and I are meeting with Steve Eckhardt – Civil Solutions on Tuesday 7/9 to review the account and users
  - We are not recommending moving forward with the interactive street map on the web site
    - There may be other features that they can offer
- **Alcoholic Beverages – Sunday Hours of Operation**
  - Ordinance introduces on 7/9.
  - **Ordinance listed for adoption on 7/23 Agenda. After adoption I will forward a copy to Police and licensees.**
- **Report of Audit for the year ended December 31, 2012**
  - Copies have been included for you review
  - At a minimum the recommendations must be reviewed by the Governing Body
  - **Resolution adopted 7/23, confirming the Governing Body’s review of the recommendations.**
- **Public Question on Open Space**
  - Copy of 2012 Resolution included
  - Deadline to file in the County Clerk’s office is August 16, 2013 at 10:00 am
  - Resolution included on 7/23 Agenda for adoption
  - K. O’Donnell to forward to County Clerk’s office for inclusion on November ballot.
  - **Mayor Maguire asked if PKRG-TV could record a piece that would include members of the Green Team and PRAA**
  - **Councilman Oppelt will discuss with PKRG-TV**
- **Municipal Representative for the Bergen County Open Space Committee**
  - Resolution appointing a Municipal Representative required
    - Autumn Sylvester to be appointed Municipal Representative
      - Resolution needed for August 20<sup>th</sup>
- **Lightning Detection System**
  - Proposal received for additional siren and beacon at Colony ball fields
  - B. Beattie inspected siren at pool
    - Sound quality is due to old battery
  - Vendor recommended changing batteries in all 4 sirens
  - Local Tech Support contact info received also
    - Hillsdale OEM
    - Installed Centennial Park
  - **Authorize purchase of beacon & siren for Colony ball fields and replacement of batteries at 7 existing locations.**
    - **\$1,670 plus shipping and handling**
      - **Field Fee funds available**
  - **Proposal needed from Bill Franklin to assist with troubleshooting.**

- **Mark Ruderman, Esq. – Professional Services**
  - Invoice received for services rendered from 2/15 – 6/30/2013 for \$910.00
  - Mayor and Council requested detailed breakdown at 7/9 meeting
    - M. Ruderman provided on 7/15 (copy attached)
    - **Mayor and Council authorize payment of \$910.00 to M. Ruderman.**
- **NJ League of Municipalities Conference**
  - Information provided for your review and consideration
- **Municipal Pool – Cash receipts**
  - **Provided as an FYI**
- **Pascack Joint Municipal Court**
  - Court Revenue & Activity report
  - Request for expenditure of POAA funds for traffic tickets approved
  - Provided as an FYI
- **Bergen JIF – Loss Control Report**
  - Provided as an FYI
- **Stantec Consulting Services – Analysis of traffic study for Brae Blvd & Sony**
  - Report attached – summary no signal warrants have been satisfied
    - No recommendation for a signal at this location
  - **Chapter 97 of the Borough Code will need to be amended to remove traffic signal and include installation of stop signs so that PRPD can enforce.**
  - **Sgt. Mauro has requested no left turn out of 122 Kinderkamack also**
  - **J. Ten Hoeve to prepare ordinance for introduction on 8/20**
- **NJDOT FY 2014 State Aid Program**
  - Applications to be discussed with E.Mancuso
  - Continuation of Ridge Avenue & resubmittal of N. Fifth Street possibly
- **Rivervale request for continued use of Montvale DPW Fuel Depot Keys**
  - Request received from Rivervale Administrator
  - B. Beattie has no concerns provided usage is not increased
  - Montvale DPW keys would have to be reissued and billed to Rivervale
  - Mayor and Council would need to approve by resolution and an agreement with Rivervale would have to be prepared by J. J. Ten Hoeve.
  - **K. O’Donnell to locate agreement and forward to J. Ten Hoeve**
- **Council asks that code at DPW be changed.**
  - **K. O’Donnell to ask B. Beattie**
- **Street Flags**
  - P. Wayne and I met with J. Bruno
  - Usually set up for Memorial Day, Flag Day, July 4<sup>th</sup>, Labor Day, Homecoming Weekend, Election Day, Veteran’s Day,

- Difficult to schedule with Scouts
  - 100 flags are needed for Kinderkamack and Park Avenue corridors
  - Approximately 40 on Park Avenue and 50 on Kinderkamack
  - P. Wayne and J. Bruno to meet to walk the locations and move the holes and tubes back away from the curb
  - Discussion on mounting the flags in front of Borough Hall on the columns
  - Brackets to be considered for bridge so as not to impede pedestrians on walkway
  - 3 x 5 flags with metal poles are approximately \$65/each
  - Mayor and Council ask for pricing on fiberglass poles.
  - Councilman Galdi to provide contact info for Robert Holstrom scout leader
- **James Gandolfini –**
    - Council President Misciagna and I met with Lori Frederics on 7/18
    - Updated petition with signatures provided
      - Samples of honorary street signs provided
        - Maroon & white possible colors
    - Discussion on utilizing QPolling through the website to see if the residents would be supportive of an honorary street naming
    - K. Misciagna to discuss further with Mayor and Council
    - Council discussion on Little Theater at High School being named after him
    - Council President Misciagna advised that he had not committed anything to Ms. Frederics, stated only that the Council was open to discussion
    - Councilman Hopper stated that feedback from School Board members was that they were not inclined to rename the Little Theater
- **Park Ridge Pascack Historical Society**
    - Received \$5,000 grant
- **Cash Value of PBA agreement needs to be sent to PERC**
  - C. Ennis to ask J. Bliss if he can provide

### **CHIEF FINANCIAL OFFICER REPORT**

- **Tax Bills mailed on 7/19 from South Jersey**
  - First payment came in yesterday
  - Discs have been sent to the banks
  - The third quarter payment deadline has been extended
  - New tax rate is 2.375 – 4.02% increase overall
- C. Ennis discussed the senior tax freeze program
- Councilman Bosi discussed the conference call with S & P that took place
  - C. Ennis, K. O'Donnell, J. Bliss, P. Fischer, G. Mehm and Councilman Bosi participated
  - Councilman Bosi advised that the Borough has a AA- rating with a stable outlook
- **Council discussion on Grant Writer**
  - Councilman Bosi advised that he and Councilman Galdi had met with Susan Corrado to review proposals received
    - Meeting scheduled with vendor next week

### **Amendment of Ordinance**

- Mayor Maguire advised that the Zoning Board has remanded the application to the Mayor and Council to change the ordinance to allow dry cleaners as a permitted use
  - Mayor Maguire advises that he wants input from the Utility Board
- Bob Ludwig, Zoning Officer to distribute technical data
  - Verbatim minutes available from application hearing
- J. Ten Hoeve advised that the board made the right decision
- **Mayor and Council suggest that AVD Cleaners be scheduled to attend the 8/20 Work Session**

Councilman Hopper advised that he has concerns from the last meeting

His understanding is that **Woodcliff Lake has introduced a water conservation ordinance**

C. Ennis advises that it did not go to second reading (adoption)

### **Councilman Galdi requested a discussion on the Pool Commission**

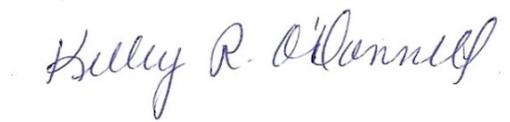
- Councilman Galdi advised that the Recreation Committee tried to work out a few things with the Pool Commission this summer for Day Camp
  - Day Camp wanted to schedule “days at the pool”
    - Tom Bauer advised that they could not fit Day Camp in this year
  - Day Camp went to Stonybrook in Hillsdale
- Park Ridge residents concerned that they had to go to Hillsdale and could not be accommodated at Park Ridge pool
- Recreation Committee also wanted to host a Thank You Barbecue for directors, counselors and crossing guards
  - Park Ridge Pool could not accommodate
    - Stonybrook accommodated
- Councilman Galdi reviewed with those present the conversations that had taken place with Tom Bauer
- Councilman Galdi also advised that Park Ridge pool lost \$1,000 in revenue that went to Stonybrook instead
- Mayor Maguire advised that he was disappointed in the response from the Pool Commission
- Councilman Hopper reviewed the history of the pool commission and summer camp with those present
- Mayor Maguire advised that there needs to be dialog with the Pool Commission not just Tom Bauer
- Councilman Hopper reviewed movie night at the pool with those present
- J. Ten Hoeve advised that there were changes made to the Borough Code in 2010 that states the powers are held by the governing body
- Mayor Maguire will attend the next pool meeting
  - 1<sup>st</sup> Tuesday in September

### **Don Ruschman dedication**

Council President Misciagna asks if the stone can be moved by Brett Unger to the bridge

**Public Work Session adjourned at 10:20 p.m.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Kelley R. O'Donnell". The signature is written in dark ink and is positioned below the typed name.

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