

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

**January 13, 2015**

**7:40 P.M.**

Present: Councilmembers; Cangialosi, Bertini, Bosi, Hopper, Misciagna, Oppelt, and Mayor Maguire.

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

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

**BOROUGH CLERK / ADMINISTRATOR REPORT**

- Mill Pond Phase II
  - Parking spots discussed
  - Residents concerned about spots that may be lost
  - Construction to be completed then issue can be resolved
  - Councilman Cangialosi requested photos of area for the newsletter with an approximate final parking space count.
- Borough Hall Improvements
  - Change order #6 has been approved
  - Floor leveling to commence the week of 01/19/15
  - Tile and carpeting to follow, and furniture to be installed the week of 01/26/15
  - Mayor and Council requested from the CFO, an accounting of expenses to date.
  - Security swipe system to be installed.
- ADA Ramps – Park Avenue – Pascack Rd. to Kinderkamack Rd.
  - Cost estimate for project - \$135,531.00
  - Borough needs to have funds in place in order to award contract and schedule
  - County reimburses 50% upon contract execution with vendor and 50% at completion
  - Borough has to introduce and pass Capital Ordinance.
- ADA Ramps – NJ Transit – RoW
  - Bergen County has awarded concrete contract for 2015
  - Borough has to get two (2) proposals in order to proceed with project
  - Funds should be available in downtown improvements budget

- NJDOT FY 2014 State Aid Program
  - NJDOT grant award is \$149,000.00. The Borough needs to provide additional funds to complete project on Ridge Avenue.
  - Project to be included in 2015 project.
  
- 2014 Road Improvement – Board of Education
  - Councilman Cangialosi advised that AJM, the contractor, has not provided the work tickets that were requested by the Board. The tickets are for disputed charges which were not paid by the Board of Education.
  - The Borough Attorney was directed to send a letter to AJM requesting the records needed by the Board of Education.
  
- Certified Flagmen – Borough Projects
  - The Borough Attorney advised that the matter should not be pursued by the Borough
  - Mayor agreed. Council approved.
  - Item to be deleted from the Agenda.
  
- 2015 NJDOT State Aid Program
  - Waiting for Notice of award. Eve Mancuso optimistic about Glen Road Culvert application.
  
- 2015 Road Program
  - Bond Ordinance required for money needed to complete Ridge Avenue, amount \$775,000.00.
  - Councilman Bosi advised that the \$25,000.00 for an engine for the garbage truck is not a capital project and has to be a line item in the expense budget.
  
- TBVAC Tahoe Estimate
  - Mayor Maguire requested that item be put into the 2015 temporary budget
  - Borough of Montvale approved purchase
  - Borough of Woodcliff Lake to approve purchase.
  - Mayor Maguire verbally advised TBVAC.
  
- Senior Van
  - Administrator advised that the van was repaired and is back in service
  - Approximate cost to purchase a new van is \$75,000.00
  - Administrator advised that purchase would be through the Bergen County Co-op and the Borough is not required to go through the bid process since Bergen County already awarded the bid to an approved vendor
  - A Capital Ordinance is needed for purchase.
  
- Town Field Request – Reduced fee for July 4<sup>th</sup> tournament
  - G. Maughan submitted a request to the Mayor and Council to accept lower fee for the use of Sulak Fields for annual tournament
  - Mayor and Council discussed fees and benefits to the Borough and its businesses
  - Mayor and Council approved reduced fees.

- Bears Nest Condominium Association – Kelly Services – Service Agreement
  - Mayor and Council discussed. Bears Nest expressed satisfaction with expiring Agreement.
  - Mayor and Council approved the renewal of Agreement.
- COAH – League of Municipalities Sample Resolution
  - Mayor and Council do not want to adopt NJLOM resolution.
- E-Waste Collection and Recycling – D.E.P. Notices
  - Costs and contract terms discussed with Borough Attorney.
- Road Restoration Ordinance – Borough of Hillsdale
  - Copies provided to Mayor and Council for review
  - Park Ridge Board of Public Works to be provided copies as well.
- 2015 Professional Appointments
  - Resolutions discussed
  - Councilman Hopper expressed concern that the Utility Board appointments at 2015 Reorganization meeting should have been discussed with Council
  - Mayor Maguire advised that the Utility Board has been reviewing candidates since the summer and he relies on the Utility Board for their recommendations.

**Open Work Session adjourned to Public Session at 8:13 p.m.**

**Open Work Session reconvened at 8:35 p.m.**

### **CFO REPORT**

- 2015 Capital Plan
  - CFO working on the Ordinances earlier than normal
  - Councilman Bosi advised that one of the changes is the removal of the garbage truck engine. He also wants Ordinance process completed earlier than normal so that the Borough can acquire equipment earlier in year as well.
  - Bond Counsel has to also start work on Ordinances.

### **COUNCILMEMBERS**

- Borough Pool
  - Councilman Hopper informed the Mayor and Council that the Pool Commission wants to acquire a slide for the pool
  - The Pool Commission has a surplus of \$250,000.00
  - Financing of pool slide discussed. Capital Ordinance required to make purchase
  - Councilman Hopper also advised of issues at the Pool Club in the Borough of Montvale

- The CFO advised that the Pool Commission can purchase slide from surplus or issue a B.A.N.
- Pool slide specifications and bid process discussed
- Councilman Hopper was advised that the Mayor and Council needs a resolution from the Pool Commission to initiate the purchase process
- The CFO suggested that the pool slide be included in the Bond Ordinance. The Mayor and Council approved.

## **CFO REPORT**

- Payroll
  - New time clocks to be installed and activated in February
  - Administrator advised that time clock/punch policy will be needed
  - Issues with supervisors against usage; they work various hours in difference locations and can't always clock in.
  - Clocks utilize finger scans
  - Councilman Misciagna noted that he was not in favor of time clocks and that department managers should be able to monitor their employees. However, he was aware that the decision was already made by the previous Council.
  - Administrator advised that new door swipe will scan all employees that are entering and leaving Borough Hall.
  - Mayor and Council agreed that non-exempt employees should use the time clocks and department heads do not need to use it.

## **COUNCILMEMBERS**

- Mayor's Wellness Program
  - Councilwoman Bertini informed that the first meeting of 2015 (01/12/15) went well.
  - She also informed the Mayor and Council that there will be a Stigma Free event on 02/03/15 and would like their participation in promoting it and attendance.
- PKRG-TV
  - Councilman Oppelt received an email and a proposal from the Chairman Bruce Goldsmith regarding a paid position for Chairman's work and programmer.
  - Hours worked and projects covered were discussed. Councilman Oppelt noted that Chairman Goldsmith does put time in
  - Mayor Maguire noted that he values PKRG-TV and its services
  - Councilman Cangialosi suggested that Councilman Oppelt observe the hours volunteered during the year and perhaps make a recommendations for 2016.
- Recreation Committee
  - Councilman Hopper advised that the Recreation Committee needs more members
  - He suggested that the Borough send out emails and post it on the Facebook page
  - Councilman Cangialosi advised him to email the Administrator his request for email outreach.

- Park Ridge Police Car for Sale
  - Councilman Misciagna inquired as to why there was push to auction a car
  - Council explained that Chief Madden would use a Police Reserve vehicle
  - The sale of the older car would save on insurance costs
  - Councilman Bosi explained the reasoning for the sale, which was the result of budget/new hire negotiations in 2014.
  
- 2015 Goals and Objectives Meeting
  - Mayor Maguire advised that he would like to schedule a meeting in the near future.
  
- Park Ridge Police Department – New Hire
  - Councilman Cangialosi inquired as to the status of the new police officer
  - Administrator advised that the Academy starts soon and that the Mayor could do an emergency swearing-in
  - A recommendation for the new hire will be made.

**Open Work Session adjourned at 9:15 p.m.**

On a motion made by Councilman Oppelt and seconded by Councilman Bosi to confirm. Motion carried unanimously.

Respectfully submitted,

Narita Maraj  
Borough Deputy Clerk