

BOROUGH OF PARK RIDGE
MAYOR AND COUNCIL
WORK SESSION

February 12, 2008
9:30 P.M.

Present: Mayor Ruschman, Council members Henning, Wells, Brouwer, Ciannella,
Levinson, Maughan

Absent: None

Also Present: Kelley O'Donnell, Acting Borough Clerk
Gene Vinci, Borough Administrator
John D'Anton, Borough Attorney
Ann Kilmartin, CFO

BOROUGH CLERK REPORT

- During the staff meeting on 2/4/08 I distributed Records Retention Schedules to the department heads and asked each of them to go through their files and see what we can schedule for destruction.
- Presidential Primary Election went smoothly, on behalf of the poll workers I thank you.
- The Borough's Application for Use of Facilities - the question came up if PRAA could provide one form for the year and call to schedule when needed. For the sake of organization we need specific dates and contacts for each group. If softball wants to schedule a month of activities with dates filled in and one contact that's fine.
- PRAA – Notification of Injury form
 - Please contact me for information, not through Karen Prezant.
- Emailing Agenda, Ordinances and Resolutions – I am trying to save paper. Also, because things come in late and we are squeezing a lot into one public meeting I think it will most likely be late on Fridays that I get it complete.

ADMINISTRATOR REPORT

FAIRVIEW AVENUE BARN-

- Builder has requested permission to demo barn. Councilmember Brouwer to speak with Fire Chief. There had been some discussion about the

possibility of using the structure for a fire drill, reminder to notify neighbors in Park Ridge and Montvale.

DOWNTOWN PARKING-

- Discussion ongoing with Finance and metered parking.
- Perryland Lot – Discussion on making all available spots commuters’ parking
- Broadway – Discussion on making Shoppers only

NEW POST OFFICE-

- Nick Saluzzi will do Plan Review.
- USPS will come in during March to give a courtesy presentation to the Planning Board..

SCANNING BUILDING DEPARTMENT DOCUMENTS-

- Discussed that we have had one vendor come in for a presentation and proposal.
- Just met with another vendor, need to schedule a “go to meeting” presentation and then invite them to give us a proposal.
- Discussed the equipment and service that will be provided by the County as part of the County’s “Clerk to Clerk” program.

STREET SWEEPING-

- Currently contracted for 36 sweeps annually at a cost of \$20,000.
- Discussion on the possibility of shared services with other Pascack Valley towns.
 - Gene Vinci to check with other Administrators.
 - Check with County at one time they had a program.

TRI-BORO AMBULANCE-

- Daytime Membership Shortage
 - Gene Vinci trying to schedule a meeting with Montvale and Woodcliff Lake.
 - Mayor Ruschman and Council President Henning offered to act as liaisons.

BUDGET-

- Finance Committee meetings to start Saturday, February 16th at 8:00 a.m.
 - Discussed 4% tax levy cap impact. Need every exemption we can get.
 - Discussed Local Finance Notice regarding Health Benefits Cap Adjustment. Mayor Ruschman asked for a copy of the notice to bring to the Pascack Valley Mayors’ Meeting.

BOROUGH ATTORNEY REPORT

- The Atrium paid their back utilities. They are still a couple months behind.
- Bear's Nest Tax Appeals – Working on
- Marriott Tax Appeal – nothing new at this time
- Plaza Regency Tax Appeal – nothing new at this time.

Work Session adjourned at 9:50 p.m.