

BOROUGH OF PARK RIDGE
MAOR AND COUNCIL MEETING
WORK SESSION

May 27, 2008
8:25 P.M.

Present: Mayor Ruschman, Council members; Henning. Wells, Brouwer, Ciannella and Levinson,

Absent: Councilmember Maughan

Also Present: Kelley O'Donnell, Acting Borough Clerk
Gene Vinci, Borough Administrator
Colleen Ennis, Treasurer

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

SHADE TREE COMMITTEE REPORT

Jim Hesse – Chairman

Proposed Tree Ordinance

- **Tree Removal and Protection Ordinance**
 - Scheduled to meet June 11th with the Planning Board to discuss
 - Wanted Mayor and Council input tonight
 - Not just a tree removal ordinance but also a tree protection ordinance
 - House demolished on Spring Valley Road and Pre Fab installed
 - 100 year old oak tree knocked down for the garages
 - If their had been a site plan review suggestion could have been made to put garages on other side of the house
 - Shade Tree Committee tried not to make it punitive
 - Trying to protect heritage trees
 - 75'-100' oaks, beech, etc
- Revisited the idea of a Shade Tree Commission instead of a committee
 - Benefits:
 - Hazardous Tree Inventory of Town
 - More Protection for the town
 - Mr. Hesse distributed two handouts
 - New Jersey Shade Tree and Community Forestry Assistance Act
 - New Jersey Community Forestry Program
 - CORE Training Event – PowerPoint presentation
 - Grant money would be available if a commission is set up
 - Jim Hesse and Joen Ciannella are ¾ of the way towards certification necessary
 - Mr. Hesse encouraged all present to read the hand-outs

- Feels that the time is right to revisit the idea of a Shade Tree Commission
- Council asks for examples of neighboring towns with a Shade Tree Commission
 - Mr. Hesper stated Hillsdale, Emerson and Paramus have commissions
- Council asked if the committee membership was strong
- Mr. Hesper said that since steps have been taken towards tree management in lieu of tree protection only the committee has lost some of its members
- Councilman Wells advised when discussing the ordinance with the Planning Board Mr. Hesper should clarify that the Shade Tree Commission would review the applications submitted to the Planning Board and that the Commission would respond back to the Planning Board in a timely manner.
- **Councilman Wells offered to sit down with Councilwoman Ciannella and Mr. Hesper prior to the 6/11 Planning Board meeting**
 - Councilman Wells suggested Mr. Hesper prepare a list of examples specific to Park Ridge, similar to the Spring Valley site
 - Councilman Wells emphasized a “teamwork” approach
- Jim Hesper has already had a few conversations with Lyn Beer, Land Use Office
- Councilman Brouwer asked whose responsibility the enforcement would fall to
 - Jim Hesper explained that details would need to be talked out
 - Councilman Wells stated that the Planning Board needs to focus on goals
 - Tree Ordinance seems restrictive on existing lots and existing trees
 - Councilman Brouwer asked if we have examples of other town’s tree ordinances
 - Ciannella stated that we have many
 - Any new construction has to go before either Planning Board or Board of Adjustment
 - Construction Office and Property Maintenance would be involved for properties where there will be alterations
 - **Mr. Hesper stated that the Commission would take on some of the responsibility of enforcement**
- Council President Henning asked if we would have assurance that the Commission would remain active for a number of years
- Funding for tree removal and tree replacement – course of action needs to be established
- **Jim Hesper stated that right now the town is exposed to a great deal of liability**
- Also stated that no shade tree commission has ever passed an ordinance on their own, they want to work with the governing body
- **Councilman Brouwer said the next step should be to work with the Planning Board**
- **Councilman Wells suggested meeting with Zoning Board of Adjustment**
- **Peter Von Bradsky**
- Councilwoman Ciannella stated that Jim Hesper and the committee worked very hard on the tree ordinance, and that it is only a draft; a work in progress.
- **Jim Hesper wants a document that will work for everyone.**

ENGINEERING REPORT

Eve Mancuso - Brooker Engineering

- 2008 Joint Road Resurfacing Program – very favorable
 - Bids received – D & L lowest bidder
 - Park Ridge cost \$187,000 considerably less than estimated
- Asked Council if they wanted to stay with the original scope of work and save the money, or increase the scope of the work and use the money for curbs and sidewalks
- Councilman Brouwer asked if the original budget was \$550,000
 - Of which we had \$275,000 in the Road Resurfacing Ordinance
 - And \$235,000 in the MultiPurpose Ordinance for Curbs and Drainage
- Gene Vinci stated that there have been many complaints from neighbors regarding curbs and drainage.
 - We have been working on these streets to the satisfaction of the residents
- Preliminary list of streets
 - Jenny Lane – Cul de Sac
 - Fourth Street – Leach Avenue to Ridge Avenue
 - Second Street – Leach Avenue to Ridge Avenue
 - Lorraine Drive – Tulip Court to New Curb
 - Tulip Court – Cul de Sac
 - Handicapped ramps – as requested by Police Department
 - 29 Park Avenue
 - Ellin Drive
 - Rock Road – Park Avenue to Riverdale Road
- Councilman Brouwer asked if it would be one bid
 - Ms. Mancuso stated that it would be.
- Councilman Brouwer asked if money was available from the county for handicap ramps on County Roads
 - Ms. Mancuso explained that the Borough is responsible for the curb cuts the county does the striping
- Drainage issues on Ellin Drive
 - Residents are working it out on their properties, town agreed to put in a catch basin
- Gene Vinci stated that the council could remove some of the street(s) from the list and apply for a separate DOT Grant
- Gene Vinci stated that Colleen Ennis could check the budget and any funds existing still from earlier ordinances.
- Ms. Mancuso informed all present that Tilcon had completed the repairs. The mix used on the original resurfacing was rejected, too much stone.
- **Le Roy Place –**
 - Plans and Specifications are complete
 - Receipt of BCSCD Certification
- **Musso Lane -**
 - Shechtman Agreement – Landscaping for easement
 - Borough Attorney John D'Anton to attach to agreement

- Eve Mancuso to discuss with Brigette of Burgis Associates.
 - Council President Henning asked that the Musso Lane residents be contacted.
- Council discussion that the residents need to be notified whenever work is going on
 - Ms. Mancuso stated that the contractors are required to notify the residents – usually notices in doors
- Ms. Mancuso stated that Change Order #2 was received from Tilcon and it is a net deduction.
- **Council agrees to the full scope of work listed by Ms. Mancuso.**
- **Gene Vinci and Colleen Ennis to check availability of funding.**
- **Eve Mancuso to accept bids**
- Ms. Mancuso stated that the price received for the cooperative road resurfacing program was lower than the 2006 unit prices
- Council questioned drainage problem on private property by railroad.
 - **Ms. Mancuso knows a contractor was called in. Eve to contact contractor to check the status.**
 - **Gene Vinci asked to contact property owner and if necessary encourage him to make improvements.**

BOROUGH CLERK REPORT

- **Owl Booster** – Council agreed to Park Ridge Owl Booster, like the prior year's with corrections
- **Alliance for Action** – Councilman Brouwer would like to attend. I offered to register him and anyone else that was interested. There was none.
- **Council Emails** – reminded the council that in order for their send messages to state Councilperson _____ they need to access the server and send through it.

BOROUGH ADMINISTRATOR REPORT

- **Shared Service Study on DPW**
 - To be conducted by NESC
 - Total Cost \$20,000 split amongst 10 towns
 - Cost to Park Ridge \$2,000
- **Council agrees to go ahead with the study.**
 - Colleen Ennis asked how it would be funded
 - Gene Vinci stated that we will figure that out.
- **Resolution to be adopted June 10th.**

Acclaim Inventory, LLC

- Gene Vinci asks Colleen Ennis to explain
- Ms. Ennis states that an assets inventory is required by the state
 - Borough of Park Ridge has been cited a number of times for not having it
 - Company used in the past did not complete the job
 - We cannot get the records back

- The Auditor gave us a one-time absolution so that we may get started
- Borough of Hillsdale used Acclaim Inventory, LLC
- Council asked Colleen Ennis how it worked in Hillsdale:
 - They provide a detailed report and diskette with excel spread sheets
 - Council discussion on separating assets by departments
 - It can be done
 - Council discussion on setting threshold for value of asset at \$500 or \$1,000
 - **Colleen to check with Lou Mai, Auditor as to what is required by the state**
 - Hillsdale started at \$500
- Colleen stated that with the original proposal they neglected to include the pool
 - Acclaim has agreed to include the pool at no additional charge
- Mayor Ruschman asked if there was money in the budget for this
- Colleen stated that there is
- **Council agrees to contract with Acclaim Inventory after discussing with Lou Mai recommended threshold.**

Annual Picnic –

- Recreation Committee request 3 DPW workers to help with the picnic; Friday, Saturday and Sunday.
- **Council agrees to Friday only for set up and to make sure the picnic area is clean**
- Volunteers can clean up as in the past

Grants –

- Open Space acquisition deadline 6/27/08
- Park Improvements also due 6/27/08
- \$75,000 Grant received for Mill Pond dredging
- Council discussion on locations where grant money could be used
- Pedestrian Bridge between Willet and Storm – joining two parks
- **Gene Vinci needs to talk to Brigitte, Burgis Assoc.**
 - A plan is needed
- **Veteran’s Park – Councilwoman Ciannella to provide Plan and total figure**

Councilman Brouwer located a letter from Bergen County Department of Public Works stating they will pay for handicap ramps, curb cuts on county roads. We pay initially and they reimburse.

Lightning Detection

- Mayor Ruschman asks Councilwoman Levinson if we can pick locations and then place sirens in shared spots
- **Council agrees that a list needs to be done identifying all fields and parks needed**
- Mayor Ruschman asked who would identify

- **Councilwoman Levinson stated that she would identify fields and parks**
- **Gene Vinci to meet with vendor**
- **Montvale DPW is the lead on this project**
- The coverage is a five mile radius
- **Council would like to see Bill Beattie, Director of Operations involved in this project from the beginning**
- More information is needed

Councilwoman Ciannella distributed two handouts to all present
Memo from **The Louis Berger Group, Inc.**

- Options for Mill Pond Dam and Park Enhancements Project
- Councilwoman Ciannella asked all present to review.
- She would like to have an answer for them 6/10
- At the Utility Board Meeting they expressed a major concern in preserving the Historical Hydro Electric Pump House
- They feel it is a historic part of town
- The Board would like to preserve it and keep it operational

Memo from **Lou Turli – Status of the Work in his Departments**

- What they do
- Needs that they have
- Would like to invite Lou Turli to a Mayor and Council meeting
- **Invite to 6/24 Work Session**

Councilman Brouwer said that the County is requesting that the Borough consider a fee for the **old fire truck** or a donation. Council discussion on trading in the old truck

Councilman Brouwer to follow up, and reach out to the County and see if they are willing to pay.

Councilman Brouwer asked Gene Vinci if a date had been set up yet to meet with Lichtenstein – Mill Pond Dam. Meeting to be scheduled.

Mayor Ruschman stated that he will be meeting with **Gene Vinci the week of June 2nd**.

Reminded the Council of the Committees formed:

- Objectives and Goals – Council members Ciannella and Levinson
- Shared Services – Council members Henning and Brouwer
- Negotiations – Council members Maughan, Brouwer and he added Gene Vinci
- Use of Post Office – Council members Wells and Henning

Council President Henning stated that the Elementary School Golf Outing was cancelled. They have approximately 30 golfers who are trying to do something 6/6.

Suggested PREF take over the Elementary Golf Outing.

Work Session adjourned at 9:50 p.m.