

**BOROUGH OF PARK RIDGE**  
**MAYOR AND COUNCIL MEETING**  
**WORK SESSION**

**September 23, 2008**  
**8:45 P.M.**

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

Absent: None

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

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

**ENGINEERING REPORT**

- **Mader Place Drainage Improvements –**
  - Low Bidder is New Prince Concrete Construction Company in the amount of \$91,351
  - A Pre construction meeting was held on September 11, 2008
  - Scheduled to begin on or about October 1
  - Complete by end of October
  
- **NJ Transit Rail Platform at Park Avenue –**
  - Plan resubmitted – Phase II
  - Verbal approval received from NJ Transit
  - Letter should be received this week
  - Engineer was advised that there were a few questions/comments that needed to be addressed
  
- **2008 Road Resurfacing Project –**
  - D & L Paving has completed the original scope of work along with change order #1 for an additional \$37,075.74
  - Change order #1 was primarily berm work
  - Work was authorized for D & L to supplement the berm replacement work performed by the DPW
  - Upon confirmation of available funds there will be a second change order for approximately \$3,300

- Work was requested in response to drainage complaints received from the respective property owners
- **2008 Road Improvements – Drainage, Curbs and Sidewalks**
  - Low Bid received from GFC Paving and Masonry
  - Funds available for the full scope of work
  - Pre Construction meeting to be scheduled
  - No concrete work after 11/15
  - Drainage work can be scheduled after concrete work is complete.
- **Bergen County has awarded Contract to Concrete Concepts for handicap ramps**
  - The Borough is to pay the Contractor and submit voucher to County for reimbursement
  - Approximately \$17,500
  - Contractor stated that they will wait for their money until the County pays the Borough
  - Colleen Ennis explained that usually a voucher submitted to the County must include proof that the Borough has paid the contractor
  - **Colleen Ennis to get clarification**
- Councilmember Brouwer stated he was contacted by a resident on Ellin Drive regarding a drainage easement on the property.
  - Eve Mancuso has been at the site and will schedule another visit
  - Both property owners hired an engineer who proposes a plan
    - Eve Mancuso signed off on the plan
- Councilmember Wells stated that the resident had visited him as well
  - The resident is complaining about a tree on his neighbor's property that he would like removed
    - The resident was advised of the proper procedures
    - Discussions should be between neighbors and they could consult a professional arborist if they wanted
- Councilmember Brouwer asked if the drainage concerns by Park Pizza had been resolved.
  - Gene Vinci stated he is meeting with the property owner next Thursday.

## **COUNCIL CONCERNS**

### **Councilmember Wells –**

- Would like to address this issue while Eve Mancuso is still here
  - Met with Mr. Bosi – Resident of East Avenue
  - Mr. Bosi is still interested in purchasing this small unimproved portion of East Avenue
  - Councilmember Wells explained that if the Borough were to sell him the property it would be inconsistent with the Master Plan because it would prevent a large lot from being subdivided and developed in the future

- Mr. Bosi asked if there were such things as
  - Reversible Sales
  - Reversible Easements
- **Council discussion that these things are not possible and there is no interest in selling the lot**

**Council President Henning –**

- **Asked that Outdoor Dining be returned to the Agenda**
  - Council President Henning explained that the Deli owner in the small strip mall on Kinderkamack Road had requested permission to add tables to the outside
    - She was advised to get a letter from the landlord which she did
    - She was then advised that she would have to present a revised site plan to the board for approval
  - The Ordinance was intended to enable outdoor dining
    - Council discussion on simplifying ordinance – less stringent
    - **Council discussion on involving Downtown Beautification Committee in establishing a standard for tables and chairs for a look of conformity in the downtown area**
  - **Councilmember Wells asked John D’Anton to contact Board attorney John TenHoeve to discuss**
    - MayorRuschman stated that he had spoke to John TenHoeve and was told that there is flexibility in the Ordinance. **The area of greatest concern is no tables within 10’ of parking or street**
    - John D’Anton stated at one time the ordinance was drafted as a permit process. The Board had compared the ordinance to Hillsdale’s and Ridgewood’s.
      - The Planning Board made the recommendations for the ordinance as it stands now
  - **John D’Anton stated that he and John TenHoeve can discuss this.**
    - John D’Anton stated that when there is a change in land use it must go before the Planning Board for review
      - Typically what happens is the board is consulted in the beginning to make sure all parties are in agreement
      - An ordinance is drafted the planning board has 35 days to review and it usually comes to the Mayor and Council in the form of a resolution
  - **Council agrees to clean up the ordinance and make the downtown more pedestrian friendly**
- **Police Department –**
  - Chief would like to see a commendation for Detective Babcock for his investigative work on a series of break-ins
    - **Mayor agrees – Police Chief to prepare for a Mayor and Council meeting – no date set**
  - New design for Police Cars being considered

- Memorial Field use on Sunday at 7:30 am without permits
  - Adult League has been using the field without permit
  - Police determined the Park Ridge connection
  - They were advised of the permitting process
  - Police will continue to follow up
- **Technology Committee –**
  - Met last Wednesday
    - Did not have the opportunity to present new finance software
  - **Presentation given by QScend Technologies for new Borough Web site consideration**
    - Proprietary Software – Microsoft based
    - Cost - \$10,000 includes 7 other modules and training
      - Thanked Councilmember Wells and his neighbor for bringing it to the committee’s attention
  - QScend could have the web site up and running in 4-6 weeks
    - Would like to showcase it at the League of Municipalities
    - Colleen Ennis stated that it was not initially budgeted for
  - Gene Vinci and Colleen Ennis to meet to discuss Capital expenditures
  - Confident that the money could be found
  - **Council agrees to move forward, resolution for 10/14 meeting**

**Councilmember Levinson –**

- **Asked if the Borough would be doing a Community Planning Month Proclamation at the 10/14 meeting.**
- **Mayor Ruschman said to include on Agenda.**

**Councilmember Ciannella -**

- The pots downtown have been planted with mums.
- Councilmember Levinson stated that a resident had expressed concern about the handicap accessibility around the pots and also the placing of planters on top of engraved pavers in front of Borough Hall
  - Councilmember Ciannella will check
- Mayor Ruschman asked if planters could be moved to the corners by the Diner and Rite Aid
  - Councilmeber Ciannella to check
- Council discussion on when the wood carvings downtown will be removed

**Councilmember Brouwer –**

- Asked that the Borough continue the process of the Dam repair at Mill Pond
  - Would like to go out to bid this year
  - Begin work in the Spring
- **Asked the status of O’Brien and Gere reviewing the specifications**
- **Gene Vinci to forward to John D’Anton**
- **Councilmember Wells asked that Bill Beattie be appointed to the project for oversight**

- **“Clerk of the Works”**
  - Council agrees
- **Cleaning Services –**
  - **At Budget time this was looked at in lieu of hiring not to supplement an employee**

**Councilmember Wells –**

- Safety Committee
  - Met Last Week
  - Number of accidents has increased over last quarter and also same time last year
    - Most of the accidents were summer help
    - The reports are charted
  - Insurance company somewhat concerned
    - Better training needed for summer help

**Mayor Ruschman stated that the Newsletter is scheduled for end of October.**

**BOROUGH CLERK REPORT**

- Vehicle Auction scheduled for Monday 10/27
  - Fire truck
  - 2004 Police Car
  - Old Ambulance
  - Additional Fire Department Vehicle

**ADMINISTRATOR REPORT**

- Borough Hall Roof –
  - 3 Quotes received for preparation of plans and design
    - Recommend Design Resource Group
    - Spoke with Construction Official Nick Saluzzi and Director of Operations Bill Beattie
    - Company has a good reputation
    - References Checked
  - Councilmember Maughan asked if in the future Gene Vinci could prepare and excel spreadsheet with recommendation
    - Gene Vinci explained that he had done so and distributed it
- Council President Henning stated that a professional needs to look at the Borough Hall
  - Need a Vision Plan for where the building will be in 10 years
    - It is an old building
    - We are doing repairs and minor improvements
    - It was flooded in 1999
  - Council President Henning stated that Colleen Ennis and Gene Vinci have been in a number of Borough Halls for points of reference
- **Gene Vinci stated that he had brought in Joe Bruno, AIA and asked him to make recommendations**

- **Gene Vinci will follow up with Joe Bruno**
- **Councilmember Brouwer stated that maybe it can be tied in with recommendations made by NESC**
- Council President Henning would like to see the Borough Hall included in the Borough's Vision Plan
- Councilmember Wells asked Gene Vinci if he had contacted the 5 companies recommended by the Building Department for the roof
  - Gene Vinci stated he had contacted 2 of them

**Public Work Session adjourned to Closed Session at 9:20 pm.**