

MAYOR AND COUNCIL MEETING
WORK SESSION
June 12, 2018
7:40 P.M.

Present: Councilmembers: Capilli, Epstein, Farinaro, Oppelt, Mintz, Metzdorf and Mayor Misciagna

Also Present: Carmine Alampi, Borough Attorney
Michael DeMarrais, Esq.
Julie Falkenstern, BA
Magdalena Giandomenico, Acting Borough Clerk
Daniel C. Lee, P.E., C.M.E., Borough Engineer, Neglia
Durene Ayer, CFO

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

On a motion made by Council President Capilli and Seconded by Councilman Mintz to confirm. Motion carried unanimously.

I. Michael DeMarrais, Esq. updated the Council on the following items:

- a. Vacating of Paved Street: Borough Attorney's office will make sure the correct side of the street is vacated.
- b. Electric Ordinance: the Ordinance recommending amendments to Chapter 56 of the Park Ridge Borough Code entitle "Electric Service Regulations" is on the agenda for introduction.
- c. Plowing Bear's Nest: Borough Attorney Alampi will meet with the Bears Nest Condominium Association regarding the extension of the agreement for the municipal reimbursement for leaf collection and snow removal.
- d. Electric Charging Stations: Council President Capilli mentioned how the charging stations are up and we will be working on a parking ordinance. These are distinct from workplace or home based charging stations, since they are available for use by the general public. We would have to explore parking regulations, training for first responders incase a vehicle catches on fire and other requirements.

II. Technology Update

- Councilwoman Epstein mentioned how other vendors were looked at for the website.
 - A website vendor analysis was provided by Councilwoman Epstein, please see below, which provided a comparison of cost and services provided by each vendor. A discussion ensued.
 - Councilman Mintz mentioned how Govsites has an open source website, where if the Borough decided to stop using the vendor we would be able to take the whole domain.

Website Vendor Analysis:

Civic Plus	Gov Office	Alphadogs	Govsites
~28 Week timeline 5 phases – Project Manager to work with throughout	~2-3 month timeline	~8-10 weeks	~8-12 weeks
24/7 support 7-7pm access Training and access to helpdesk	8-5pm access Training 24/7 helpdesk	8-6PM access M-F Support from 1 employee who handles all accounts No training needed	24/7 support, ongoing updates, same day posts, will train others how to use,
Cost: 19,999 for set up 4,000 per year hosting Payment plan: \$7,999 for 4 years \$4200 year 5 and on 5 year total: \$44,196 <i>Free Website upgrade</i>	Cost: 13,075 2,250 per year hosting Payment Plan: \$5605 for 3 years \$2250 per year after <i>Would have to pay more to upgrade later</i> 5-yr total: \$17,575	Cost: 7,500 set up \$1,245 per month 5 year cost: \$82,200 <i>Free Website Upgrade</i>	Cost: 3000-4000 set up (#yrs) 1,070 per month 158.33-187.50 Social (#yrs) Total monthly: 1228-1257.50 (<i>with Facebook backup</i>) 5 year cost 74,990
Self-management of site Easy to use	Self-Management of Site Not as easy to use	Content management system Controls all aspects of page	Content management, support, ongoing updating and analytics – shared control and own the website
References: Rivervale, NJ Roxbury, NJ Montville, NJ	References: Glen Rock, NJ Westwood, NJ Hillsdale, NJ	References: Linden, NJ North Bergen, NJ Guttenburg, NJ	References: Montvale, Teterboro Secaucus Lambertville
2500 sites hosted	1500 cities hosted	24 municipalities	No more than 10 personal limit
Responsive Design: With custom options	Responsive Design: With custom options	Standard Design that is not flexible	Any design we want

III. Engineer’s Report, dated May 16, 2018:

1. GLEN ROAD BRIDGE / CULVERT

Per information prepared by Brooker Engineering and provided to the Borough, the Glen Road Culvert / Bridge requires structural improvements. An NJDOT grant was received by the Borough which is expected to expire within 90 days pending receipt of a letter from the NJDOT. To date, this letter has not been received by the Borough. As requested by the Borough, Neglia Engineering Associates secured the bridge engineering sub-consultant services on behalf of the Boroughs of Park Ridge and Woodcliff Lake to evaluate the bridge’s current condition and provide an engineer’s estimate to repair the bridge. On March 14, 2018, the final report was issued to the Borough from our office for review and consideration by the Governing Body. The report offered the following design considerations:

RECOMMENDATION APPROXIMATE BUDGET! SERVICE LIFE

Bridge Replacement \$1,180,000 40 years

Bridge Rehabilitation \$700,000* 25 years

! These budgets do not include any soft costs and do not include budget to repair the existing leaking water main and guiderail.

* At the time of the analysis, existing bridge construction drawings could not be located. The bridge conditions uncovered during construction could lead to unknown conditions requiring budgetary

exceedance. If the bridge documents could be located by either Boroughs, these unknowns and potential exceedances could be limited.

At this time, we would respectfully request that the Borough Water Department address the existing water main leak occurring and that the Borough Department of Public Works (Woodcliff Lake and / or Park Ridge) address the lattice, bridge fall protection railing. In addition to these priority improvements, the Boroughs would need to address in 2019 the existing bridge scour that is occurring now. The Bridge Rehabilitation / Bridge Replacements should occur within the bridge's service life timeframe of three years (Early 2021).

2. PARK AVENUE BRIDGE REPAIR (EAST OF BOROUGH HALL)

We are in receipt of the previously requested CAD files from Brooker Engineering and are revising the original proposal. The revised proposal will include credits for the survey and drafting work.

3. MILL POND – NJDEP DAM SAFETY ANALYSIS

The visual inspection of the dam was completed on April 20, 2018. We received additional dam information from Bill Beattie on May 9, 2018 and Agnoli Group is in the process of preparing the final report. Our office was assured by Zachary Kohl of the Division of Dam Safety that penalties will not be assessed so long as the report preparation continues to progress. Our office continues to provide project status updates to the NJDEP to that end.

4. PARK AVENUE – ROADWAY IMPROVEMENTS / CENTERLINE SKEW

On February 28, 2018, our office met with Lt. Peter Mauro to review traffic conditions and issues on Park Avenue in the Borough. The following was discussed and determined:

1. The Borough Police Department will work with the Governing Body, the Borough Administrator, and Bergen County to explore a Speed Limit reduction from 30mph to 25mph on Park Avenue.
2. The Borough Police Department will work with the Borough Electric Department to install additional street lights where the utility poles exist.
3. The 40 Park Avenue development proposes an ADA Ramp and crosswalk at the western side of the Willet Street intersection to address pedestrians that wish to cross at this location in the future.
4. Park Avenue has an off-center centerline. To address this issue, the following would need to occur:
 - a. Park Avenue would need to be widened approximately 2 feet beginning near 33 Park Avenue (across the street from Marc's Deli). This widening would require utility pole relocation.
 - b. To accommodate the widening and centerline shift, approximately three parking spaces in front of the Police Station would need to be removed.
 - c. In the vicinity of Dedtrich Lane and Maple Avenue, a dotted line striping would be proposed to shift the centerline to the east of North / South Maple Avenue.
5. The Borough's prior engineer and Lt. Mauro met with the County Engineer's Office (Nancy Dargis) to explore the potential to relocate the off-center centerline as mentioned above. We understand that at this time Bergen County is requesting plan(s) to proceed with the project.

Thereafter, our office contacted Nancy Dargis to review and discuss the Bergen County submission requirements to address this condition. Bergen County requested a dimensional roadway plan with actual field conditions illustrated. Thereafter, our office issued a proposal for surveying and engineering services for the Park Avenue roadway improvements projects on March 15, 2018. This proposal

addressed the preparation of a survey and a dimensional roadway plan as requested by Bergen County to pursue this improvement project. Our office would illustrate improvements on the one sheet dimensional plan which would attempt to address pedestrian and vehicular concerns as listed above. If the plan is deemed acceptable by the Borough and Bergen County, this plan could be perfected through the preparation of construction drawings and specifications.

With assistance from Acting Clerk Giandomenico, we followed up with Nancy Dargis regarding the Mayor's letter requesting a speed limit reduction from 30 mph to 25 mph on Park Avenue between Broadway and Pascack Road. Ms. Dargis indicated that the section of road in question must be analyzed to determine whether it meets the criteria for the statutory speed limit of 25 mph which they have not had the time to address as of yet. No timeframe was provided.

Pursuant to the Council's request if the TAP Grant funding can be used for this project, we have added this item to the agenda to be discussed with Richard Loveless of the NJDOT.

5. NJDOT GRANT STATUS

Pursuant to information discussed at the April 24, 2018 mayor and council meeting, we continue to make efforts to meet with Richard Loveless with the NJDOT to preserve any grant funding that is currently available to the Borough and to recover grant distributions that may be awaiting closeout of projects similar to the 2016 CDBG grant.

6. 2016 CDBG FUNDING – ADA IMPROVEMENTS AT BOROUGH HALL

As requested by the Borough Administrator, we prepared the final payment and closeout change order for Cifelli and Son General Construction Inc. which will be on the Mayor and Council agenda for approval. On May 14, 2018, we submitted the final reimbursement request to Bergen County CDBG for final processing and issuance of the \$42,125 grant amount.

7. 2018 CDBG FUNDING – REVISED APPLICATION

The Borough Administrator was notified by Bergen County CDBG that of the 89 ADA ramps selected, only 6 ramps were eligible to be awarded CDBG funding, which is a significant reduction in the desired impact of the potential grant. Pursuant to the request of the Borough Administrator, we discussed application options with Angela Drakes, Bergen County Deputy Director of Community Development. Ms. Drakes indicated that roadway reconstruction, including resurfacing, was an eligible activity so long as the roads are within the area designated on the 2010 Census Blockgroups – CDBG Eligible Areas as ACS "2006-2010 Low/Mod Data" (between Kinderkamack Road and Pascack Road and the north and south limits of the municipality). We collaborated with Peter Wayne to confirm which roads in the area are in the most need of repairs and ultimately prepared applications for funding to resurface Terrace Street from Oakland Street to Highland Street, Oakland Street from Kinderkamack Road to Terrace Street and Woodland Street from Kinderkamack Road to Terrace Street. The total grant request was in the amount of \$87,599.33 to mill and resurface the three (3) roads.

8. MANDATORY NJDEP MS4 STORMWATER MANAGEMENT TRAINING

By July 1, 2018, all Governing Body, Planning and Zoning Board Members are required to review the interactive video seminar (<http://www.nj.gov/dep/stormwater/video/story.swf>) regarding

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Municipal Building
Park Ridge, NJ

impacts of stormwater on municipalities. The video is about 45 minutes long with a few intermittent questions. Once completed, each Governing Body, Planning and Zoning Board Member must email the Clerk or respective Board Secretary indicating they have watched the video. Per our conversation with the DEP, this is the current workaround for certification of watching the video until an official mechanism is in place. We respectfully request your Planning/Zoning Board members also be notified of same. Any questions regarding same can be directed to our office. Council President Capilli and Councilman Oppelt have completed the training.

9. Dan spoke about a letter that was written to Rich Loveless from the New Jersey Department of Transportation: **“RE: END OF CONSTRUCTION Park Ridge Train Station Pedestrian Improvements Project NJDOT Local Aid - FY 2009 NEA File: PKRDADM18.001**

“Dear Mr. Loveless: We are in receipt of a letter from Michael Russo dated May 29, 2018 requiring fiscal activity be taken to preserve awarded grant funding for the above referenced project. Accordingly, as a first step towards closing out the grant, please be advised that construction for the project was completed on Monday, April 9, 2012. We respectfully request the NJDOT perform its inspection at their earliest convenience. We trust this initial step to grant closeout satisfies the requirement to show fiscal activity and thereby preserves the grant funds for the project. Should you have any questions or require additional information, please do not hesitate to contact the undersigned. Very truly yours, Neglia Engineering Associates, Daniel C. Lee, P.E., C.M.E.”

Open work Session adjourned into Closed Session at 8:10p.m.

On a motion made by Councilwoman Epstein and Seconded by Councilman Metzdorf to confirm. Motion carried unanimously.

Respectfully submitted,



Magdalena Giandomenico
Acting Borough Clerk

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