

MAYOR AND COUNCIL MEETING

WORK SESSION

October 13, 2020

6:47P.M.

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

Absent:

Also Present: Julie Falkenstern, BA
Lori Woods, Deputy Borough Clerk
Durene Ayer, Borough CFO
Anthony Bocchi, Borough Attorney
Scott Reynolds, Affordable Housing Attorney
Magdalena Giandomenico, Borough Clerk
Dan Lee, Borough Engineer

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

- I. **Outdoor Dining:** Councilman Ferguson spoke about local restaurants and the upcoming cold weather months. He would like to alter any necessary Ordinances and regulations to extended outdoor dining. Mayor Misciagna is in favor and Council President Mintz mentioned we need to do it in a way where it takes neighboring residents into consideration.
- II. **Halloween:** Councilwoman Epstein spoke about upcoming Halloween celebrations in town and trick or treating. There will be a Ragamuffin Parade, but a social distancing walk through parade. West Ridge and Eastbrook schools are doing a fundraiser selling signs for houses who are permitting trick-or-treating on their law. The Borough will put a link for the signs, but also provide one's residents can print that allows trick-treaters to know if it is okay to ring their doorbell or not. Masks are required.
- III. **Field and Rec Center Scheduling / Coordination:** Borough Administrator Falkenstern spoke about the fields and need of central coordination among the different sports. There should be a point person from the town on a part time basis whose position can be morphed into full time once the community center is completed.
 - a. Councilman Ferguson will speak to the PRAA about job responsibilities an individual would need to fulfill. He would like to explore what Ordinances would be needed ahead of the position being created so everything needed would be in place.

- b. Councilwoman Epstein wants to make sure redundancies are not occurring with the responsibilities and tasks carried out by the recreation department. There needs to be a clear delineation of job responsibilities.

IV. Engineers Report: Report Dated: October 7, 2020

CAPITAL IMPROVEMENTS

a. PARK RIDGE COMMUNITY CENTER

The geotechnical report was transmitted to the Borough and architectural consultant. We have determined that a survey prepared by Gallas Surveying Group was prepared for both the Downtown Redevelopment and the lot for the Community Center, we respectfully request assistance with obtaining authorization to utilize same. This will save the Borough NEA's proposal fee to create a new survey.

b. 2019 ROADWAY IMPROVEMENT PROJECT

CDBG & Municipally Funded Roads: Revised documents for the reimbursement of funds from Bergen County CDBG were issued on June 22, 2020 and are pending review and approval.

NJDOT Funded Roads: Our office is in receipt of the resolutions supporting the closeout of the project and we are in the process of preparing NJDOT closeout documents. We will be in contact with the Borough CFO to request specific documents required for same.

c. **2020 ROADWAY IMPROVEMENT PROJECT** – The roads in this project include NJDOT Funded Split Rock Lane, Linden Avenue, and Roland Street, and Municipally Funded Terrace Circle, Warren Avenue, Birch Lane, Park View Drive, Oak Avenue, Brook Road, Colebrook Drive, Smith Avenue and Circle Drive as well as alternates Colony Avenue and Victor Hugo Street. The plans, specifications and cost estimate were transmitted to the NJDOT and are pending review and approval. We anticipate going out to bid in late October to early November for construction in the Spring of 2021.

We recommend the Mayor and Council include a resolution authorizing the project go to bid at the next Mayor and Council meeting on October 27, 2020.

d. **2021 ROADWAY IMPROVEMENT PROJECT** – As part of the process for selecting the roads for the 2020 Roadway Improvement Project, the road list for the 2021 project was also determined and includes the following:

- ☐ North 5th Street – MA 2019 Grant received \$207,000, Contract award deadline of 3/25/21
- ☐ Leach Avenue – MA 2021 Grant application submitted June 2020
- ☐ DiBella Court – “ “ “ “
- ☐ Evelyn Street – “ “ “ “
- ☐ Windsor Drive – “ “ “ “
- ☐ Midland Avenue – Municipally funded

- ☐ Randolph Street – “ “
- ☐ Lakeview Avenue – “ “
- ☐ Summit Street – “ “
- ☐ Marti Road – “ “
- ☐ Fairview Avenue – “ “

Per the terms of the MA 2019 grant, the contract for the project must be awarded by March 25, 2021. This deadline will drive the schedule for the entire project.

Therefore, we respectfully request authorization to prepare a proposal for the design of these roads in order to meet the contract award deadline for the MA 2019 Grant. This project assumes an award for the MA 2021 Grant will also be received.

e. PSEG GAS MAIN WORK – PSEG is to schedule a pre-con meeting with the Borough prior to their return. As of the preparation of this report, PSEG was not able to provide a definitive date. However, should PSEG attempt to return to the Borough later this fall, we recommend requiring they revise their schedule for the spring due to the lateness of the year. We transmitted the cover sheet for the 2020 Roadway Improvement Project to PSEG for coordination of the PSEG paving work so that we can secure appropriate credits for the roads that coincide with PSEG work that Park Ridge will pave. PSEG indicated that due to changes in their work requirements, Oak Avenue is the only road that coincides with the work that was completed. And therefore, we will coordinate with the Borough on which road to apply the credit.

f. INTER-MUNICIPAL TRAIL – Restart of the project is temporarily on hold as SUEZ coordinates all final approvals with the NJDEP.

g. MEMORIAL FIELD – TURF REPLACEMENT / REPAIR – We are working with the Borough Attorney to submit a conservation restriction required for the Riparian Area restoration. The punchlist work for the project is complete. A final payment will be processed upon receipt of documents from the contractor.

h. PARK AVENUE – COUNTY CO-OP PAVING/ADA IMPROVEMENTS FROM KINDERKAMACK TO PROSPECT – Our office is preparing a payment request for authorization to be approved on this agenda. **i. PARK AVENUE BRIDGE REPAIR (EAST OF BOROUGH HALL)** – Engineering plans and specifications are complete. We will be coordinating with the Borough Clerk on an advertisement date for the project bid.

j. ELECTRIC LAKE DREDGING – Wetlands and flood hazard area investigation and field survey work are complete. Final survey is complete. An NJDEP Pre-Application meeting to confirm the extent of required permitting will be scheduled. We respectfully request copies of title information for the Lake Parcel, identified on the tax maps as Block 1402, Lot 1 for purposes of permitting. NEA researched and provided preliminary options for interim cleanup alternatives for lakeshore debris and minimal lake dredging.

k. **GLEN ROAD BRIDGE / CULVERT** – The Bridge Rehabilitation / Bridge Replacements should occur within the bridge’s service life timeframe which is early 2021. Woodcliff Lake received an NJDOT FY2019 Local Aid Infrastructure Fund (LAIF) grant in the amount of approximately \$650,000. The application seeks funding to supplement the 2015 NJDOT MA grant already received by the Borough of Park Ridge. NEA is also the Borough Engineer for Woodcliff Lake. Woodcliff Lake authorized NEA to prepare a boundary survey to define the actual percentage of bridge within each respective Borough for potential use in modifying the interlocal agreement. We are currently preparing the Boundary Survey.

2. **GENERAL ENGINEERING**

a. **NEW NJDEP STORMWATER MANAGEMENT ORDINANCES** – The NJDEP released a revised Stormwater Management Ordinance that must be adopted by all municipalities by March 3, 2021. We recommend the Borough adopt the sample ordinances as provided by the NJDEP.

b. **REVISED NJDEP MS4 REQUIREMENTS** – The NJDEP revised their Municipal Separate Storm Sewer System (MS4) requirements to include a requirement to provide stormwater outfall locations in GIS format. The mapping must be submitted to the NJDEP by December 21, 2020. Pursuant to discussions with Bill Beattie, the Borough has already met the requirements and has their outfall mapping information available via the Borough’s GIS website.

c. **17 PINE DRIVE UNPERMITTED SOIL MOVEMENT** – The work proposed within the Soil Moving Permit was substantially completed on September 23, 2020. The property owner was required to contact the Borough for a final site visit to review the establishment of vegetation on the slope and the property.

d. **MILL POND – NJDEP DAM SAFETY ANALYSIS** – The Emergency Action Plan and Operation and Maintenance Manual language have been updated. Final copies of the Emergency Action Plan and Operation and Maintenance Manual based on the minimal comments from the NJDEP will be submitted. The inundation mapping remains to be completed. The NJDEP has indicated via phone conversations that once the inundation mapping is approved, they will require fully updated inundation mapping with new hydraulic studies.

3. GRANT STATUS

PROJECT	GRANT/YEAR	ORD./RESO.	AMOUNT	STATUS	NOTES*
Park Avenue ADA Curb Ramp Reconstruction	2015 Bergen County ADA Coop	Ord. 15-06 Reso. 019-052	\$129,131	Final reimbursement requested	Final reimbursement pending approval from Bergen County.
Mill Road Phase 2 Additional Funding (Mallon to Quackenbush)	2017 NJDOT MA Grant	Ord. 19-10 (1) Reso. 019-061	\$150,000	<i>NJDOT Closeout</i>	<i>NJDOT closeout being processed.</i>

PROJECT	GRANT/YEAR	ORD./RESO.	AMOUNT	STATUS	NOTES*
Mill Road (Section 4) (Quackenbush to Pascack)	2018 NJDOT MA Grant	Ord. 19-10 (1) Reso. 019-061	\$138,822	<i>NJDOT Closeout</i>	<i>NJDOT closeout being processed.</i>
2018 CDBG Road Program (Terrace St, Oakland St, Woodland St)	2018 CDBG Grant	Ord. 19-10 (2) Reso. 019-061	\$83,563	<i>CDBG Reimbursement Pending</i>	<i>Final reimbursement pending approval from Bergen County.</i>
Glen Road Culvert	2015 NJDOT MA Grant	TBD	\$149,000	<i>Design</i>	<i>Boundary Survey underway.</i>
Park Avenue Streetscape (Same project as above)	2016 TAP Grant	TBD	\$357,000	<i>Contract to be awarded</i>	<i>CME initiating design process.</i>
Inter-Municipal Trail Park Ridge – Woodcliff Lake	2017 NJDEP Recreational Trails Program	Ord. 16-11	\$24,000 each Park Ridge & Woodcliff Lake	<i>Construction scheduled</i>	<i>Construction to restart pending SUEZ and NJDEP action.</i>
2020 Roadway Improvement Program	2020 MA NJDOT Grant	TBD	\$215,000	<i>Grant Awarded Design submitted to NJDOT for approval to bid</i>	<i>NJDOT funded roads include Split Rock Lane, Linden Avenue & Roland Street. Contract award deadline is November 21, 2021.</i>
2021 Road Improvement Program	2019 MA NJDOT Grant	TBD	\$207,000	<i>Proposal Required</i>	<i>Road includes North 5th Street. To be included in 2021 Road Improvement Program. Contract award deadline is March 25, 2021.</i>
2021 Road Improvement Program	2021 MA NJDOT Grant	TBD	TBD	<i>Grant Application submitted</i>	<i>Roads include Leach Avenue, DiBella Court, Evelyn Street and Windsor Drive. To be included in 2021 Road Improvement Program. Grant award pending.</i>
Memorial Field Playground Improvements	2020 Bergen County Open Space Grant	TBD	\$183,930 Requested (50% matching grant)	<i>Grant Application submitted prior to 6/29/20 deadline.</i>	<i>NEA assisted with grant application submitted by Bruno Associates.</i>

V. **2020 Best Practice Score:** Borough CFO Ayer reviewed the 2020 Best Practice with the mayor and Council and informed everyone the Borough received a score of 21 and no aid would be withheld.

VI. **2020 Current Financial Status:** Borough CFO Ayer summarized the current standing of the Borough finances, reviewing both the water and electric utility fund balances and collected user fees. There will be no utility rate adjustments this year. The Borough will need to do an emergency appropriation to cover the legal fees for affordable housing. Due to the pandemic Borough revenues are down, some funds will be recuperated through the COVID grants, but we have not received that funding yet.

- VII. Board of Education:** Councilman Capilli provided an update on the Board of Education and how the schools are no able to apply for the CARES grant through the municipality to recuperate some funding.

Open Work Session adjourned at 7:48pm

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

Respectfully submitted,

A handwritten signature in cursive script, reading "Magdalena Giandomenico".

Magdalena Giandomenico