

**MAYOR AND COUNCIL MEETING**  
**WORK SESSION**  
**January 26, 2021**  
**6:45P.M.**

Present: Councilmembers Capilli, Cozzi, Epstein, Fenwick, Ferguson, Metzdorf, and Mayor Misciagna

Absent:

Also Present: Julie Falkenstern, BA  
Magdalena Giandomenico, Borough Clerk  
Durene Ayer, Borough CFO  
Anthony Bocchi, Esq. Borough Attorney  
Greg Polnyiak, Borough Engineer  
John Dunlea, Neglia

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

**I. Engineering Report :Dated January 19, 2021**

**1. CAPITAL IMPROVEMENTS**

**a. PARK RIDGE COMMUNITY CENTER**

The Borough is proceeding with the Community Center project. 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. The ALT A Survey for the property has been forwarded to our attention.

Our office was informed by both the architect and previous surveyor that the ALT A Survey for the property would not be permitted to be utilized by the Borough unless it is updated. We have secured a proposal (dated November 16, 2020) from Gallas Surveying Group to update the survey. On January 07, 2021, we were informed by the Borough to authorize the survey preparation. Gallas Surveying Group proceeded with the project field surveying services on January 19, 2021. We anticipate that the finalized survey for our office's use would be provided shortly thereafter.

In addition to having the surveyor of record finalize the survey, our office requires the revised architectural plans to proceed with the project. We understand that the architect undertook revisions in early November 2020. Once the final survey and final

architectural plans are received, our office would prepare the site/ civil engineering construction documents.

**b. 2020 ROADWAY IMPROVEMENT PROJECT**

This roadway improvement project includes 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 construction documents were approved by the NJDOT in late October 2020. This permitted the Borough to publicly bid the project.

A Resolution to Advertise and Bid Notice were submitted to the Borough. The Bid Notice listed the document availability and bid opening dates as November 13, 2020 and December 10, 2020, respectively. After the bid opening occurred and review and confirmation of available funds with the Borough CFO, our office issued a bid recommendation package for review and consideration by the Borough.

If awarded by the Borough, our office will prepare the project contracts. Once the contracts are signed by the contractor and the Borough, our office would schedule the pre-construction meeting. We anticipated a Spring 2021 construction schedule.

**c. NORTH 5TH STREET - NJDOT MUNICIPAL AID GRANT FUNDED**

The Borough received a Year 2019 Municipal Aid Grant for North 5th Street from Louville Avenue to Colony Avenue. The grant was in the amount of \$207,000. We understood that the Borough wanted to include this roadway as part of the Year 2021 Roadway Improvement Project, but the terms of this

Municipal Aid Grant require the project to be awarded by March 25, 2021. Not awarding this project by March 21, 2021 would lead to the potential loss of these grant funds and loss of future grant funds. On October 19, 2020, our office issued a proposal to provide Surveying, Engineering, and Construction Management Services for the above referenced project. The preliminary engineer's estimate submitted to secure the NJDOT Municipal Aid Grant illustrated a project budget of approximately \$486,000. Therefore, the Borough would need to utilize capital improvement funds I bond a portion of the project. The Borough approved our office's proposal for this project at the November 2020 Mayor and Council meeting. At this time, Neglia Engineering Associates has completed the project construction documents and has forwarded the Resolution to Advertise for consideration by the Mayor and Council at its January 26, 2021 Mayor and Council Meeting. Once the Resolution to Advertise is adopted by the Governing Body, our office will issue the Bid Notice. We anticipate a February 2021 project bid schedule with potential project award at the March 09, 2021 meeting. Pending weather conditions, we anticipate that project construction will proceed in Spring 2021

**d. 2021 ROADWAY IMPROVEMENT PROJECT**

Our office understands that the Borough intends to proceed with a Year 2021 Roadway Improvement Program in the coming months. The road list for the Year 2021 Road Program are anticipated to include the following roads:

- Leach Avenue - MA 2021 Grant funded
- DiBella Drive - MA 2021 Grant funded

- Evelyn Street- MA 2021 Grant funded
- Windsor Drive - MA 2021 Grant Funded
- Midland A venue - Municipally funded
- Randolph Street - Municipally funded
- Lakeview A venue - Municipally funded
- Summit Street - Municipally funded
- Marti Road - Municipally funded

**It shall be noted that the MA 2019 Grant project (North Fifth Street) will be bid separately to satisfy the NJDOT March 25, 2021 award date deadline.**

Per a letter, dated November 16, 2020 from the NJDOT, we understand that it is anticipated that the Borough will receive an NJDOT Municipal Aid Grant in the amount of \$214,000 for improvements to the roadways denoted above. We issued a proposal on January 19, 2021 for the NJDOT Municipal Aid Grant Funded roadways (Leach A venue, Dibella Drive, Evelyn Street, Windsor Drive) for review and consideration by the Mayor and Council. We are prepared to proceed with this project once authorized.

e. **INTER-MUNICIPAL TRAIL**: This project consists of upgrades to the existing dilapidated trail situated on the east side of the Woodcliff Lake Reservoir between the Boroughs of Park Ridge, Woodcliff Lake and Hillsdale. The improvements will provide access to the trail to the public by providing a suitable surface via an agreement between the NJDEP and Suez. The Boroughs of Park Ridge and Woodcliff Lake were each awarded \$24,000 from the 2017 NJDEP Recreational Trails Grant Program for this project. The project was awarded to T.R. Weniger. A pre-construction meeting was held on October 21, 2019. Construction for the project was started in December of 2019. Completion of the construction is pending Suez/NJDEP final authorization.

Suez's Corporate Council has informed our office that the project is under review with the Watershed Property Review board. The review is occurring as areas associated with the Park Ridge portion of the project are located within a conservation easement. Therefore, an easement amendment to permit the walking path is required and is subject to review by the aforementioned board. Per this conversation, the review process is well underway. It is anticipated that the easement amendment approval would be completed during Winter 2021. Once finalized, we anticipate that Suez will contact the project parties (i.e. Woodcliff Lake and Park Ridge) to finalize and review the easement amendment.\

**f. MEMORIAL FIELD - TURF REPLACEMENT I REPAIR**

The project punch list work is complete other than the breakaway baseball / softball field basis. The contractor has informed our office that the COVID pandemic has created issues with respect to provide this product. Once a firm delivery date is known, we will inform the Borough, but the contractor anticipates receiving the bases during February 2021.

In addition, we understand that the Borough may receive/ purchase a new scoreboard for the field complex. The Borough electric department would provide service to the Borough while a potential change order would be issued to the project contractor, Your Way Construction to install the scoreboard and its foundations. As requested, our office issued a proposal on January

06, 2021 to design the scoreboard foundation. Once authorized, we would proceed with the design.

**g. PARK A VENUE BRIDGE REPAIR (EAST OF BOROUGH HALL)**

Neglia Engineering Associates has prepared the engineering plans and specifications for this bridge repair and railing replacement project. Our office issued a Resolution to Advertise for consideration by the Governing Body. Once the Resolution is adopted by the Mayor and Council, our office would issue a Bid Notice for the project. Pending the resolution adoption, we anticipate a Winter 2021 bid schedule with construction proceeding in Spring 2021.

**h. ELECTRIC LAKE DREDGING**

The NJDEP wetlands and flood hazard area investigation, field survey work, and office survey work are complete. The final survey for this project has been prepared and issued. At this time, an NJDEP Pre-Application meeting to confirm the extent of required permitting could be scheduled if the Borough would like to proceed with this project. In addition, 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.

**I. GLEN ROAD BRIDGE/ CUL VERT**

The Bridge Rehabilitation/ Bridge Replacement project is anticipated to be constructed within the bridge's service life timeframe which is during 2021. The Borough 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. The Borough should review is grant deadline associated with the Year 2015 Municipal Aid Grant to determine the funding status.

At this time, the Borough of Woodcliff Lake has proceeded to prepare a boundary survey for the bridge. With the current COVID pandemic, the survey schedule has been delayed as access to the Bergen County Clerk's vault is restricted. This survey is to be prepared to understand each municipalities' responsibility (percentage of bridge in each Borough). Once the boundary survey is completed, an interlocal agreement can be prepared to address the project's funding.

**j. MILL POND DAM - NJDEP DAM SAFETY COMPLIANCE**

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 have been submitted.

On December 17, 2020 and December 22, 2020, our office issued proposals to perform the biannual safety inspection as required by the NJDEP and to complete the inundation mapping, respectively. Both submission items must be prepared and submitted to the NJDEP to ensure compliance. 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.

k. LEACH A VENUE VACATION: The Borough may wish to explore the potential vacation of an unimproved section of Leach A venue located to the east of 2nd Street. As requested by the Borough, our office prepared and issued a proposal on January 12, 2021 for surveying services to prepare a roadway vacation plan and utility easement descriptions. We are prepared to proceed

once authorized by the Mayor and Council. A discussion ensued about the surveying proposal and the purchase of the Borough property for a dollar. Julie will speak to the resident who is interested in acquiring the property. It was a nonformal consensus of the Council that the owner should bear the cost of the required steps to have ownership of that piece of the Borough parcel.

**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. The Borough shall adopt the sample ordinances as provided by the NJDEP. We have forwarded a copy of the draft ordinance for use by the Borough. We understand that the ordinance's first reading will occur at the January 26, 2020 Mayor and Council Meeting.

**3. GRANT STATUS**

<b>PROJECT</b>	<b>GRANT/YEAR</b>	<b>ORD./RESO.</b>	<b>AMOUNT</b>	<b>STATUS</b>	<b>NOTES*</b>
Mill Road (Section 4) (Quackenbush to Pascack)	2018NJDOT MA Grant	Ord. 19-10 (1) Reso. 019-061	\$138,822	NJDOT Closeout	NJDOT closeout submitted January 12, 2021 for final reimbursement
2018 CDBG Road Program (Terrace St, Oakland St, Woodland St)	2018 CDBG Grant	Ord. 19-10 (2) Reso. 019-061	\$83,563	CDBG Reimbursement Pending	Final reimbursement pending approval from Bergen County.
Glen Road Culvert	2015NJDOT MA Grant	TBD	\$149,000	Design	Boundary Survey underway by Woodcliff Lake.
Park Avenue Streetscape (Same project as above)	2016 TAP Grant	TBD	\$357,000	Contract to be awarded	CME initiating design process.
Inter-Municipal	2017NJDEP	Ord. 16-11	\$24,000	Construction	Construction to restart
Trail Park Ridge - Woodcliff Lake	Recreational Trails Program		each Park Ridge & Woodcliff Lake	scheduled	pending SUEZ and NJDEP action.
2020 Roadway Improvement Program	2020MA NJDOT Grant	TBD	\$215,000	Bid Phase Occurring	NJDOT funded roads include Split Rock Lane, Linden Avenue & Roland Street. Contract award deadline is November 21, 2021.
North Fifth Street (NJDOT	2019 MA NJDOT Grant -	TBD	\$207,000	Design	NJDOT funded roadway project.

Funded)	North Fifth				Contract award
	Street				deadline is March 25,
					2021.
2021 Road	2021 MA	TBD	\$214,000	Grant Award	Roads include Leach
Improvement	NJDOT Grant			Letter	Avenue, DiBella
Program				Received;	Court, Evelyn Street
				Awaiting Grant	and Windsor Drive.
				Agreement	
Memorial Field	2020 Bergen	TBD	\$183,930	Grant	NEA assisted with
Playground	County Open		Requested	Application	grant application
Improvements	Space Grant		(50%	submitted prior	submitted by Bruno
			matching	to 6/29/20	Associates.
			grant)	deadline.	

\*Status of reimbursements to be confirmed by Borough CFO

Mayor Misciagna inquires about the playground and when that will be done. The Borough Engineer will submit a recommendation to go out to bid for the equipment and project.

- II. **Administrator Report** Borough Administrator Falkenstern updated the Mayor and Council on:
  - a. The Inter-Municipal trail in Park Ridge – Woodcliff Lake and the obstacles presented by Suez.
  - b. COVID Vaccine clinic might be possibly held for employees by the Park Ridge Pharmacy when vaccines available and told the governing body if they wanted to be placed on the list. List is based on availability and State criteria.
  - c. Borough website: Julie, Lori Woods and Council President Epstein had a meeting with website vendor and will explore Recycling Coach to make the calendar easier to navigate as it comes to garbage and recycling days. Councilman Cozzi mentioned the locations of bids on the Borough website.
  - d. Summer Camp will have to be discussed shortly and how the Governing Body feels about holding it in 2021.
  
- III. **CFO Report:** Borough CFO Durene Ayer spoke about the current operations of the finance department. The finance system has been rolled for the new year. The supplemental debt statement has been filed and the first draft of the budget is ready for discussion with the finance committee.
  
- IV. **Utility Board:** Councilman Ferguson discussed
  - a. The need of an ordinance establishing the Tariff for the Park Ridge Electric Department Aggregation of Retail Customer Demand Response. Bill Beattie can speak to it further at the next meeting when the ordinance would need to be introduced, if needed. Throughout the country, most transmission systems are operated by either Independent System Operators (ISO’s) or Regional Transmission Organizations (RTO’s) and they worry about enough power plants

available during periods of peak demand. In turn they have developed programs to promote something called Demand Response (DER). They provide incentives for retail customers to either shed load, or to turn on their local generators when called upon. If our retail customers were able to go directly to PJM for DER programs, it is possible that the customer may benefit at the expense of the rest of our customers and impact our distribution system. The purpose of the proposed ordinance is for any retail customer in our service territory, they need permission for us to participate in the DER program.

- b. Councilman Ferguson and Capilli discussed the school fiber optics project.
  - i. The Borough has been discussing the potential to run a fiber optic network for the Park Ridge Board of Education. The project would benefit the Utility Department to utilize some of the fiber network capacity and Police Department to install some high-definition video surveillance cameras. The school would need to purchase the tools needed and pay for the police protection. The Borough would pay the utility staff regular hours and the school would incur any overtime costs.
- c. Professional Appointments to the Utility Board:
  - i. There is a resolution on the consent agenda a to appoint the professionals recommended by the utility personnel committee as the 2021 utility professionals. Councilman Fenwick addressed his concerns about the Utility Rate Counsel appointment of John Schettino, Esq. Councilman Fenwick stated that Schettino is the Borough Attorney in Woodcliff Lake which poses a conflict of interest since Woodcliff Lake is our customer as well as an ethical conflict. Councilman Cozzi expressed the same concerns.
    - 1. Borough Attorney Bocchi stated he raised the issue with Schettino and discussed it. Schettino took it on himself as a licensed attorney to vet it, it is the duty of the attorney to make sure there is no conflict. Bocchi is comfortable with the appointment.
  - ii. Councilman Fenwick addressed his concerns to the appointment of Special Rate Counsel stating that the firm is located in Washington DC, why are we retaining one that is so far away and has not law offices locally? Borough Clerk Giandomenico stated that there were not many submissions that are fully qualified for this specialized legal counseling. There is a specialized division of law that Betts and Holt is familiarized with which applies to utilities. All the public power utilities in NJ individually hire this firm and they often perform specialized legal work for all of us and the divide the bill proportionally to all of the municipalities

- V. **Police Department:** Councilman Capilli addressed issues with the receiver for the police cars and drop areas. Police is working with Northwest dispatch to update the

technical side and the town appropriated emergency monies for it to rectify the problem. Regarding the 2021 budget, Chief Madden asked for any discussion before his submitted budget gets altered by the finance committee. As for Police Officers the Department is looking to get to 22 Officers. The Chief will make a recommendation to put a recruit in the summer academy 2021 to limit overtime expenditures in the future. FBI put out a recommendation that towns should have 3.4 cops per 1,000 people, so it would put us at 29 but the Chief is only asking for 22.

- a. **Schools:** The school is creating a housing task force based on the Sony settlement. Right now, we have the breakdown for the affordable housing 68 units, but Councilman Capilli wanted to know if we have the time frame for the market rate units? Borough Attorney Bocchi stated he will be working with Brian Giblin to bring him up to speed and steps we need to take regarding Borough requirements under the settlement, proposals and plans and turning them around, etc.

- VI. **Accessibility for All Committee:** Councilmen Metzdorf spoke about the meeting and how cars speed past crosswalk's at times and especially in the evening, where the pedestrian might always not be visible. Lt. Mauro proposed high intensity lighting, when you come to a crosswalk with your car these lights just come on. Councilman Metzdorf asked for the town to speak to the grant writer about available funds. Mayor Misciagna stated we have tried to do this in the past and it is a County Rd. and they were not keen on the idea. Lt. Mauro thinks we can get the County approval downtown. Since they are expensive and usually allocated to high density town it might be tough, but we will explore the grant avenue further.

**Open Work Session adjourned to Closed Session at 7:52pm**

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

Respectfully submitted,



Magdalena Giandomenico