

Approved, August 8, 2023

53 Park Ave  
Park Ridge, NJ

**MAYOR AND COUNCIL MEETING**

**WORK SESSION**

**July 11, 2023**

**7:01 P.M.**

**Present:** Councilmember Hoffman, Councilmember Ferguson, Councilmember Cozzi, Councilmember Capilli, Council President Fenwick and Mayor Misciagna

**Absent:** Councilmember Goldsmith

**Also Present:** John Schettino, Borough Attorney  
Connie Carpenter, Borough CFO  
Magdalena Giandomenico, Borough Clerk  
John Dunlea, Borough Engineer

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

1. **Bid Steel Supports and Disconnects Switches at Mill Road Substation:** Borough Administrator stated the bids were opened today and the Utility Board has a special meeting at 6:00pm to review the bid and made a recommendation to the Mayor and Council to award the contract to SAS Substations INC. for supply of steel supports and disconnects switches at Mill Road Substation in the amount of \$125,000.00.
2. **Finance:** The Borough CFO stated that 40% of the Budget has been spent so far, so financially the Borough is doing well. She spoke about the discovery of post-dated checks and how that will be addressed within the Borough. Councilman Ferguson asked if there was a way that payments for some of the customers can be spread out, as equalized payments. Councilman Cozzi will bring it up at the next utility board meeting.

1. Engineer's Report:

**1. CAPITAL IMPROVEMENTS**

**a. PARK RIDGE COMMUNITY CENTER**

At this time, our office has completed the site / civil engineering construction documents for this project. A project programming meeting occurred on November 10, 2021 to review interior building finishes. It is our understanding that the Project Architect is working with the Borough to finalize the overall design intent. Our office is prepared to review the final design intent as it relates to the site / civil engineering construction documents once this has been finalized.

**b. 2022 ROADWAY IMPROVEMENT PROJECT**

Our office understands that the Borough has selected roads and intends to proceed with a Year 2022 Roadway Improvement Program in the coming months. As directed by the Borough, the road list for the Year 2022 Road Program includes the following roads:

- Leach Avenue – MA 2021 Grant funded
- Fairview Avenue – Municipally Funded
- Sibbald Drive – Municipally Funded
- Hall Court – Municipally Funded
- North Avenue – Municipally Funded (postponed to 2023 due PSEG work)

The Borough has provided a selection of roadways to be included in the 2022 road program. These roadways include the NJDOT MA 2021 funded roads as listed above. Estimates for the above roadways were previously provided for review. Our office issued a proposal for design and construction management related to the selected roadways on April 14, 2022. To expedite the preparation of design and construction bid documents, our office proceeded with the work immediately. It shall be noted that non-NJDOT funded roadways may be bid as alternates based upon available funding. Please note that the contract award deadline for the aforementioned NJDOT-funded roadways is November 21, 2022.

At this time, design and construction document preparation for the above roadways is complete. The project is currently out to bid and bids will be opened on June 24, 2022. This project was awarded at the June 28, 2022 Mayor and Council meeting. Contracts have been prepared and submitted to the Contractor. Milling and paving along Sibbald Drive and Hall Court is substantially complete. In addition, drainage improvements along Leach Avenue and North Avenue are complete. At this time, our office is coordinating with Park Ridge Public Works to address a newly discovered sag in a sanitary pipe located along Fairview Avenue. Our office has televised the line to determine the extent of the sag and is awaiting pricing from the contractor to address same.

Construction of the improvements to the sanitary sewer main along Fairview Avenue are complete and milling and repaving of Fairview Avenue is scheduled for the end of this week. This project also includes milling and resurfacing of North Avenue. In early October, PSEG arrived on site to complete additional gas main installation. This work was not properly coordinated with the Borough and we were not notified of such in advance. It shall be noted that this work was scheduled for completion in July / August of 2022. At this time, our office is working to determine the earliest date that the PSEG work will be completed and when North Avenue can be milled and resurfaced. Our office previously prepared payment documents for the work completed to date, which was approved at the previous Mayor and Council meeting. We note that this project includes outstanding funds. As such, we are acquiring quotes to address outstanding drainage issues (i.e., ponding conditions) along the cul-de-sac terminus at William J. Murphy Way and for repair of an existing drainage structure within a Borough easement located along the rear yard of 30 Pine Drive. Furthermore, our office is evaluating utilizing outstanding funds within this contract to mill and pave additional roadways. We anticipate further discussion regarding this item at the next Mayor and Council meeting.

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#### **c. GLEN ROAD BRIDGE / CULVERT**

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 its grant deadline associated with the Year 2015 Municipal Aid Grant to determine the funding status.

Our office submitted the NJDEP Land Use Permitting Package on April 20, 2021. Additionally, our office concurrently submitted documents to NJDOT for review. Since then, NJDEP and NJDOT have issued comments related to the overall design. Our office is in receipt of NJDEP permits for this project and is finalizing structural design of the bridge based upon the final NJDEP-approved bridge configuration.

Final bid documents / plans have been submitted to NJDOT and Bergen County Soil Conservation District. Our office, along with the Borough Administrator / Clerk met with the Borough of Woodcliff Lake Administrator to coordinate final details with respect to this project. Our understanding is that Woodcliff Lake will act as the lead agency as it relates to bidding, construction management, etc. Furthermore, it is our understanding that Woodcliff Lake will be responsible for 75% of the project costs while Park Ridge will be responsible for 25% of the project costs.

This project is being awarded to CMS Construction, Inc., 521 North Avenue, Plainfield, NJ 07060, in the amount of \$1,038,644.00 through the Borough of Woodcliff Lake. Construction will commence in late August / early September. We note that a share-services agreement between

#### **d. NORTH 5TH STREET (SECTION II) – NJDOT MUNICIPAL AID GRANT FUNDED**

The Neglia Group previously provided a proposal to provide Surveying, Engineering, and Construction Management Services for improvements along North 5th Street (Section II). We understand that the Borough has received a Year 2022 NJDOT Municipal Aid Grant in the amount of \$206,000 to construct roadway improvements along 5th Street from Colony Avenue to West Grand Avenue in the Borough.

Design plans and specifications were previously completed and bids for this project were opened on May 24, 2022. The low bid related to the above was received by 4 Clean-Up, Inc., P.O. Box 5098, North Bergen, New Jersey 07047. The low bid amount received for this project was \$118,209.40. This project was awarded at the June 28, 2022 Mayor and Council meeting. Contracts have been prepared and submitted to the Contractor. Milling and paving along North 5th Street (Section II) has been completed. This project is complete close-out documents have

been prepared. Our office has submitted closeout documentation and is working to obtain NJDOT reimbursement.

**e. 2023 ROADWAY IMPROVEMENTS PROJECT(S)**

The following areas and roadways have been selected upcoming 2023 roadway improvements project:

- Evelyn Street (NJDOT Funded)
- DiBella Drive (NJDOT Funded)
- Windsor Drive (NJDOT Funded)
- West Park Avenue
- Park Lane
- Mountain Avenue (westerly portion)
- Wield Court
- 29 West Park Avenue (drainage easement improvements)
- Leach Avenue (easterly portion)
- Laura Lane
- Johnsvale Road
- Ann Terrace
- Braemer Drive

In addition to the above, our office has surveyed Midland Avenue, from Randolph Street to North 5th Street, and John Court to evaluate drainage issues. Preliminary design documents will be completed and evaluated for future action. Our office will be submitting a proposal associated with the above scope of work. However, to expedite the design schedule, we have commenced survey of the above roadways, as needed to complete the construction bid document preparation. We note that Evelyn Street, DiBella Drive, and Windsor Drive are being funded through NJDOT. As such, submission to NJDOT for review is required. We anticipate a 30-day review period related to the same. Design documents related to NJDOT-funded roadways will be submitted during the week of June 19th, 2023. Once NJDOT approval has been obtained, we will proceed with bidding. Our office is expediting the project schedule to the maximum extent practicable to commence construction this summer.

Design documents were submitted and reviewed by NJDOT. On July 3, 2023, our office received comments from NJDOT regarding the design documents. We have made the required revisions to address the NJDOT comments and have resubmitted for final review. Once final approval from NJDOT has been acquired, we will issue the documents for bidding. We anticipate this occurring in the next 2-3 weeks.

**2. GENERAL ENGINEERING**

**a. PSEG Roadway Paving**

Our office has obtained a listing of PSEG roadways to be paved this spring (attached with this report). Additionally, we note that PSEG previously indicated that the entirety of North Avenue would be paved from curb-to-curb due to delays in the 2022 municipal roadway paving program resulting from PSEG work. We respectfully request input from the Borough with respect to utilization of paving credits to be applied to other roadways.

As directed at a prior Mayor and Council meeting, our office has directed PSEG to proceed with milling and paving of pertinent roadways from curb-to-curb. A proposal from Tilcon in the amount of \$146,508.03 was provided for this additional scope of work, which will be attributed to the Borough of Park Ridge. This work is on-going. Our office will be maintaining a punch list and providing the same to PSEG / Tilcon upon completion.

**b. Firehouse Roofing Repairs**

We understand that damaged / deteriorated roof coping has resulted in shingles becoming detached from the roof. Our office has engaged an architect to prepare bid / solicitation documents for the repair of the firehouse roof. The bid solicitation documents have been completed. Our office has evaluated completing the same through a purchasing cooperative. At this time, should the Mayor and Council take no exception, we recommend that price quotes be obtained through the purchasing cooperative.

PROJECT	GRANT/YEAR	ORD./RE SO.	AMOUNT	STATUS	NOTES*
North Fifth Street - Phase II (NJDOT Funded)	2022 MA NJDOT Grant - North Fifth Street	TBD	\$206,000	Construction Complete	Project substantially completed. NJDOT Close-out documents in progress.
North 5th Street Property Land Acquisition	2021 / 2022 Bergen County Open Space Land Acquisition Grant Program	TBD	\$95,000 Requested (50% matching grant)	Grant Award Notification Received; Awaiting Grant Award Letter and Agreement	Grant application by Bruno Associates with application coordination, exhibit preparation and presentation by The Neglia Group.
2023 Road Improvement Program	2023 MA NJDOT Grant	TBD	\$180,540.00	Grant Award Letter Received; Awaiting Grant Agreement  Bidding to occur in July 2023	This includes Evelyn Street, DiBella Drive, and Windsor Drive. We anticipate completing this project in Spring / Summer 2023

Councilman Ferguson would like the 2024 road list to be worked on in the Fall this year.

**Open Work Session adjourned int Closed Session at 7:43 pm**

Councilman Ferguson made a motion to adjourn and seconded by Councilman Cozzi confirm. Motion carried unanimously.

Respectfully submitted,  
Magdalena Giandomenico, Borough Clerk