

Approved, March 9, 2021
Virtually Zoom
Park Ridge, NJ

MAYOR AND COUNCIL MEETING
WORK SESSION
February 23, 2021
7:11P.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 February 16, 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 ALTA Survey for the property has been forwarded to our attention.

Our office was informed by both the architect and previous surveyor that the AL TA Survey for the property would not be permitted to be utilized by the Borough unless it is updated. We 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. The finalized survey was issued to our office on January 25, 2021.

In early February, Neglia Engineering Associates confirmed utility connection locations with the Borough DPW, Water and Sewer, and Electric Department. We also prepared a draft grading plan to the project's architect utilizing the community center building

footprint. Discussions ensued concerning the building's proposed access locations and existing site grades. A revised, draft architectural building footprint / floor plan was provided to the Borough on February 11, 2021 for review, consideration, and potential approval by the Borough prior to proceeding with the 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 on January 15, 2021. The lowest bid received, when including all base bids and alternate bids, was submitted by 4 Clean-Up, Inc., P.O. Box 4098, North Bergen, New Jersey 07047, in the amount of Seven Hundred Eighty-Six Thousand Two Hundred Twenty-Three Dollars and Zero Cents (\$786,223.00).

The project was awarded at the January 26, 2021 Mayor and Council meeting. Project contracts were prepared and forwarded to the contractor the week of February 01, 2020. 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/ bond a portion of the project.

The Borough approved our office's proposal for this project at the November 2020 Mayor and Council meeting. Our office prepared the construction documents once we were authorized. In addition, a Resolution to Advertise and Bid Notice were submitted to the Borough. The Bid

Notice listed the document availability and bid opening dates as February 03, 2021 and February 25, 2021, respectively. 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 Avenue - Municipally funded
- Randolph Street -Municipally funded
- Lakeview Avenue - Municipally funded
- Summit Street - Municipally funded
- Marti Road - Municipally funded
- Fairview Avenue-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 Avenue, 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 board. Currently, we understand that this project is on hold by Suez, but the three impacted municipalities are reviewing such with Suez.

f. MEMORIAL FIELD - TURF REPLACEMENT I REPAIR

The project punch list work is complete other than the breakaway baseball / softball field bases. The contractor has informed our office that the COVID pandemic has created issues with respect to provide this product. Therefore, a higher quality product will be provided to the Borough at no additional cost. The bases are in the contractor's possession. A meeting with the Borough will be held to review and install the product once the snow cover has melted.

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. Currently, our office is finalizing the foundation design for the scoreboard. We anticipate the construction would proceed Spring 2021 pending weather conditions, scoreboard delivery, and the availability of the Borough Electric Department.

g.MEMORIAL FIELD-PLAYGROUND CONSTRUCTION: The playground area to the north of the turf field is to be bid and reconstructed. During the week of February 01, 2021, our office supplied the Borough with the Resolution to Advertise and an engineer's estimate for potential bonding purposes. At this time, the construction documents for the playground are being prepared and will be finalized the week of February 22, 2021. We anticipate that construction will proceed during Spring 2021.

h.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. We issued the final construction documents to the Borough on January 27, 2021 for review and comment by the Borough to ensure that all aesthetic bridge aspects were reviewed. The bridge railing will match that which exists to the west of Borough Hall to satisfy all applicable design standards and regulations.

In addition, a Resolution to Advertise and Bid Notice were submitted to the Borough. The Bid Notice listed the document availability and bid opening dates as February 12, 2021 and March 11, 2021, respectively. We anticipate that project construction will proceed 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 its 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 the project survey and NJDEP Land Use Permitting Package 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 municipality's 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. It shall be noted that it is anticipated that the NJDEP Land Use Permitting Package will be submitted to the NJDEP during early Spring 2021.

k. **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. 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. At this time, documents are being gathered to prepare the inundation mapping. It shall be noted that both the inundation mapping and visual inspection report require site inspection and surveys to be performed. The current snow cover has delayed these surveys and inspections.

k. **LEACH AVENUE VACATION**: The Borough may wish to explore the potential vacation of an unimproved section of Leach Avenue 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 and if authorized by the Mayor and Council.

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 was adopted at the February 09, 2021.

b. **WOODLAND STREET – SINKHOLE**: On January 26, 2021, a sinkhole, measuring approximately 4 feet x 5 feet formed along Woodland Street between the intersections with Broadway and Terrace Street. Our office was notified of the same on January 27, 2021 and conducted an inspection that same day. This portion of Woodland Street is a paper street and currently provides driveway access for 73 and 77 Broadway and 50 Terrace Street.

Based upon discussions with Peter Wayne, C.P.W.M, C.R.P., the Borough's DPW General Supervisor, this sinkhole formed when a Borough DPW salting truck was operating within the subject area during the minor snow event that occurred on January 26-27, 2021. The primary cause of this sinkhole was the presence of a deteriorated / collapsed stormwater pipe. Based on our observations, the presence of the deteriorated and collapsed pipe at this location created an unsafe condition for future vehicular traffic.

To address this condition, our office coordinated with Montana Construction Corporation, Inc. to televise and jet the line in question. Based upon the findings thereof, it was determined that a segment of existing collapsed concrete pipe was required to be replaced. Moreover, it was determined that portions of Woodland Street along the pipe repair area required full-depth pavement repair to stabilize the roadway subbase, which was significantly deteriorated because of the collapsed pipe. The incident that occurred was unforeseen and could not be anticipated by the Borough. Accordingly, we recommended that the Borough proceed with the declaration of emergency for services, pertinent to State Statute (5:34-6.1 and 6.2) and in compliance with the Administrative Code, that were necessary to remedy the emergency. At this time, all repairs associated with the emergent condition on Woodland Street have been addressed.

3. GRANT STATUS

PROJECT	Grant Year	Ord/Reso	Amount	Status	Notes*
Mill Road (Section 4) (Quackenbush to Pascack)	2018NJDOT MAGrant	Ord. 19-10 (1) Reso. 019-061	\$138,822	NJDOT Closeout	NJDOT closeout submitted 1/12/21 2021 for final reimbursement
Glen Road MAGrant	2015NJDOT	TBD	\$149,000	Design Boundary Survey Culver underway by Woodcliff Lake.	
Park Avenue Streetscape (Same project as above)	2016 TAPGrant	TBD	\$357,000	Contract to be awarded.	CME initiating design process.
Inter-Municipal Trails Program	2017NJDEP	Ord. 16-11	\$24,000 each Park Ridge & WCL	Construction scheduled	Construction to restart Pending SUEZ and NJDEP
2020 Roadway Improvement	2020 MA NJDOTGrant	Ord. 20-05	\$215,000	Bid Phase Contract award deadline is	NJDOT funded Nov.21, 2021.

North Fifth Street (NJDOT Funded)	2019 MA NJDOT Grant - North Fifth Street	TBD	\$207,000	Design	NJDOT funded roadway project. Contract award deadline is March 25, 2021.
2021 Road Improvement Program	2021 MA NJDOT Grant	TBD	\$214,000	Grant Award Letter Received; Awaiting Grant Agreement	Roads include Leach Avenue, DiBella Court, Evelyn Street and Windsor Drive.
Memorial Field Playground Improvements	2020 Bergen County Open Space Grant	TBD	\$183,930 Requested (50% matching grant)	Grant Application submitted prior to 6/29/20 deadline.	NEA assisted with grant application submitted by Bruno Associates.

*Status of reimbursements to be confirmed by Borough CFO.

II. Administrator Report Borough Administrator Falkenstern updated the Mayor and Council on:

- a. Open Space Public Question – This year the question needs to be up as a referendum. In the past it was established for 5 years so the wording should be looked at to make it permanent.
- b. Leach Ave Vacation: Right now the resident will not be taking on the surveying cost and will not be moving forward towards the potential vacation of an unimproved section of Leach Avenue.
- c. Salt: There is a salt shortage, however, Pete Wayne was able to get some from Woodcliff Lake, but at a premium rate at around \$88 from \$52.
- d. Marijuana Legislation: The Borough now has 180 days for the Borough to decide on zoning ordinance and if we want to opt out allowing retail recreation marijuana. Since the Governor signed the legislature a municipality now has 180 days to draft a zoning ordinance either banning the recreational sale of marijuana or opting in. If a Borough does nothing, they are automatically be opted in and must allow a retailer. If we do not opt out, we are automatically in for five years.
 - Councilman Capilli would like to ask the Council to direct the Borough Attorney to type a proposed ordinance banning the sale of recreation marijuana in Park Ridge and if possible, to ban smoking marijuana, the Police Department is in favor of this. The legislature handcuffs the police with what they can do if a minor is under the influence of marijuana or alcohol.
 - Borough Administrator would also like to make the governing body aware that there is considerable tax money a Borough can receive from the realtor if they allow it. Including up to 2% of their annual sale if you allow recreational retailer on top of what the State deems collectable.
 - Metzdorf stated that we should consider that we would lose around \$250,000 in revenue. People will be driving through park Ridge with it anyway.

- Councilman Capilli asked the Mayor if this has been brought up by the Mayor's association? Mayor Misciagna said there is a Mayor's Association meeting coming up so he assumes it will then.
- Councilman Cozzi stated that we should see what ordinances are proposed and asked about what ordinances we have in place about smoking in public, which ban smoking marijuana in public.
- Councilman Fenwick agrees with Councilman Capilli regarding not allowing a marijuana dispensary retail store in Park Ridge.
- Councilman Ferguson asked how it pertains to medical marijuana. Borough Administrator stated you cannot opt out of delivery services delivering through your town. It is the distribution, manufacturing and retail is the one we could ban.
- Borough Clerk spoke about the ban of marijuana ordinance and resolution previously passed by the Borough and will forward to the Borough Attorney for reference.
- Borough Administrator mentioned to the Borough Attorney to make sure we do not limit the production of products for Promotion in Motion for their regular business manufacturing of products.
- Borough Attorney will read the legislature and will work on drafting an Ordinance and speak to the attorney for Promotion in Motion.

III. CFO Report: Borough CFO Durene Ayer spoke about the current operations of the finance department. Budget will be introduced end of March or by the first meeting in April.

IV. Shortwave Radio License: Councilmen Metzdorf spoke about the short-wave radio license, these radio waves are used by the Borough OEM. The license is expiring, and it is currently under previous Councilman Oppelt's name. Councilman Capilli stated we should have the OEM Coordinator initiate transferring the license to a Borough employee. The Borough Administrator will get in touch with Sgt. Babcock.

Open Work Session adjourned to Closed Session at 7:50pm

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

Respectfully submitted,



Magdalena Giandomenico