

**MAYOR AND COUNCIL MEETING**  
**WORK SESSION**  
**June 22, 2021**  
**6:46 P.M.**

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

Absent:

Also Present: Julie Falkenstern, BA  
Magdalena Giandomenico, Borough Clerk  
Anthony Bocchi, Borough Attorney  
Greg Polyniak, Borough Engineer  
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.**

Councilman Metzdorf made a motion to go into Closed Executive Session, and seconded by Councilman Fenwick to confirm. Motion carried unanimously. Opened Session resumed 7:01pm.

**I. Engineer Report dated June 22, 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 AL TA Survey for the property would not be permitted to be utilized by the Borough unless it is updated. We secured a proposal 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.

On April 06, 2021, the project architect provided the final building floorplan to permit our office based upon the current site grading conditions as previously review by the Borough. With the receipt of this document, our office is proceeded with the construction documents. We issued our documents to the Borough and the project architect on May 05, 2021.

On May 12, 2021, a project meeting with the Borough and project architect occurred to review the project status and to review our office's final construction documents. At the meeting, the architect requested that the Borough provide final input with respect to their schematic design documents. They intend to have their final documents completed within two months.

At this time, our office is working with both the Borough and project architect to prepare a submission package for Planning Board review. The document package is to be submitted to the Borough by the close of business on June 30, 2021. We would anticipate that the project's courtesy review by the Planning Board would occur at the June 14, 2021 Planning Body Meeting.

## **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 A venue, Brook Road, Colebrook Drive, Smith A venue and Circle Drive as well as alternates Colony A venue 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, 2021. A pre-construction meeting was held on March 12, 2021.

At this time, the project contractor is constructing sidewalk, curbing, and ADA ramp improvements. In addition, stormwater inlets are being repaired and retrofitted. Milling and paving is anticipated to proceed on June 17, 2021 and continuing into week of June 21, 2021.

### **c. NORTH 5<sup>TH</sup> 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 have led to the 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. The Bid Notice listed the document availability and bid opening dates as February 03, 2021 and February 25, 2021, 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 February 26, 2021. The lowest bid received, when including all base bids and alternate bids, was submitted by Marini Brothers Construction, 9 Lafayette Street, Hackensack, New Jersey, in the amount of One Hundred Forty-Eight Thousand Six Hundred Five Dollars and Forty Cents (\$148,605.40).

The project was awarded at the March 09, 2021 Mayor and Council meeting. Project contracts were prepared and forwarded to the contractor on March 12, 2021. A pre-construction meeting was held on April 09, 2021. Project construction proceeded the week of May 10, 2021. The contractor completed curbing and drainage improvements in mid-May 2021. Milling and paving was completed prior to the Memorial Day weekend.

At this time, we have requested final asphalt testing as required by the NJDOT for this project. After a final project walkthrough, we will request that the NJDOT

perform its final project inspection. Thereafter, we would proceed with municipal closeout followed by NJDOT closeout.

**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 is anticipated to include the following roads:

- Leach A venue - 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
- Fairview A venue - Municipally funded

It shall be noted that the MA 2019 Grant project (North Fifth Street) was bid and awarded 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. MEMORIAL FIELD - TURF REPLACEMENT/ REPAIR**

On March 12, 2021, a meeting was held at the field with the Borough's electric department, the project contractor, and Borough Administrator, and our office to coordinate the scoreboard construction. It was determined that the electric department will coordinate the scoreboard construction with the project contractor directly. The scoreboard installation/ fabrication occurred on May 06, 2021 with the controls delivered to the Borough.

On May 26, 2021, our office met with the Borough to review open items with respect to the field. Those items included an inset home plate, a striped turf pitcher's mound instead of the inset pitcher's mound, and throw I surface bases instead of the current breakaway bases. We are securing a budget to address these requests. Once secured, we will present such to the Borough for review and consideration.

**f. 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. In addition, construction documents were prepared for the playground area. The Bid Notice listed the document availability and bid opening dates as February 26, 2021 and March 18, 2021, respectively. We anticipate that construction will proceed during Spring 2021.

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 March 26, 2021. The lowest bid received was submitted by Picerno-Giordano Construction, LLC, 200 Market Street, Kenilworth, New Jersey, in the amount of Two Hundred Six Thousand One Hundred Ninety-Six Dollars and Zero Cents (\$206,196.00).

The project was awarded at the March 31, 2021 Special Mayor and Council meeting. A pre-construction meeting was held on April 20, 2021. At the pre-construction meeting, the contractor informed that construction is anticipated to proceed in late May 2021 after the playground equipment is received from the supplier.

The playground equipment was delivered to the park in late May 2021. Drainage and playground equipment installation occurred shortly thereafter. At this time, the contractor is installing the playground mulch. The playground project will be completed by the end of the day on June 18, 2021.

**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. 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. The Bid Opening occurred on March 11, 2021 with our office issuing a bid recommendation package on March 15, 2021 after confirmation of available funds with the Borough CFO.

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 March 15, 2021. The lowest bid received, when including all base bids and alternate bids, was submitted by OnQue Technologies, Inc., 297-146 Kinderkamack Road, Suite 101, Oradell, New Jersey, in the amount of One Hundred Twenty-Eight Thousand Nine Hundred Seventy-Three Dollars and Zero Cents (\$128,973.00).

The project was awarded at the March 23, 2021 Mayor and Council meeting. Project contracts were prepared and forwarded to the contractor shortly thereafter. A pre-construction meeting was held on May 14, 2021. The contractor anticipates receiving the necessary steel shortly and anticipates proceeding with construction activities the week of June 21, 2021.

**h. 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 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.

Our office submitted the NJDEP Land Use Permitting Package on April 20, 2021. The NJDEP has a 120-day completeness and technical review timeframe. During this timeframe, our office along with our geotechnical engineering subconsultant will prepare and finalize the construction documents.

**i. 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.

The Visual Inspection Report was submitted to the NJDEP for its files and review on May 27, 2021. The Inundation Mapping has a completion deadline of October 31, 2021 with its preparation underway.

**j. YEAR 2022 NJDOT MUNICIPAL AID GRANT - CALL FOR PROJECTS**

On April 26, 2021, the NJDOT issued a call for Year 2022 NJDOT Municipal Aid Grant submissions for roadway improvement projects. Each year, the Borough through its grant writer submits an application. This application's submission deadline is July 01, 2021. We understand that the Borough will have its grant writer prepare

and submit a grant application for the remainder of North 5th Street. As requested by the Borough, our office completed the roadway information sheet, prepared an engineer's estimate, prepared a roadway aerial figure, and submitted the documents to the Borough's grant writer for use.

## **2. GRANT STATUS**

| <b>PROJECT</b>                                  | <b>GRANT/YEAR</b>                        | <b>ORD./RESO.</b> | <b>AMOUNT</b>                     | <b>STATUS</b>   | <b>NOTES*</b>  |
|---|--|-------------------|-----------------------------------|---|--|
| Glen Road Culvert                               | 2015NJDOT MA Grant                       | TBD               | \$149,000                         | Design  | NJDEP Land Use Permitting Submitted  |
| 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 -                              | Recreational Trails Program              |                   | each Park Ridge&                  | scheduled   | pending SUEZ and NJDEP action.   |
| Woodcliff Lake                                  |  |                   | Woodcliff Lake                    |   |  |
| 2020 Roadway Improvement Program                | 2020MA NJDOTGrant                        | Ord. 20- 05       | \$215,000                         | Bid Phase Occurring                                   | Construction set to  |
| North Fifth Street (NJDOT Funded)               | 2019 MA NJDOT Grant - North Fifth Street | TBD               | \$207,000                         | Design  | NJDOT funded roadway project. Construction substantially completed   |
| 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. Contract award deadline is Nov. 21, 2021 |
| Memorial Field Playground Improvements          | 2020 Bergen County Open Space Grant      | TBD               | \$183,930 Requested (50% matching | Grant Application submitted prior to 6/29/20          | NEA assisted with grant application submitted by Bruno Associates.   |

|                                   |  |     | grant) | deadline.                          |  |
|-----------------------------------|--|-----|--------|------------------------------------|--|
| North Fifth Street (NJDOT funded) | 2022 MA NJDOT Grant – North Fifth Street | TBD | TBD    | Grant application due July 1, 2021 | Grant Preparation by Bruno Associates underway |

\*Status of reimbursements to be confirmed by Borough CFO

\*Councilman Capilli asked how often the machine is running on Memorial Field to push the field down? The Borough Engineer stated that every two weeks when the field is used heavily and the pitcher's mound. Councilman Capilli stated that there is already mounding in certain parts. Pete Wayne has to make availability for someone to maintenance the field.

- II.** Borough Administrator Report: Borough Administrator Falkenstern stated that at the next meeting 7 Ordinances will be up for introduction based on the Affordable Housing settlement which are required. The Downtown Redevelopment is about a week away from the final CCO.

**Open Work Session adjourned to Closed Session at 6:58pm**

Councilman Fenwick made a motion and seconded by Councilman Capilli to confirm. Motion carried unanimously.

Respectfully submitted,



Magdalena Giandomenico  
Borough Clerk