

MAYOR AND COUNCIL MEETING
WORK SESSION
December 14, 2021
6:48 P.M.

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

Absent:

Also Present: Magdalena Giandomenico, Borough Clerk
Julie Falkenstern, Borough Administrator
Anthony Bocchi Borough Attorney
William Rupp, Special Tax Appeal Attorney
John Dunlea, Borough Engineer
Connie Carpenter, CFO

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

- I. Public Urination:** Councilman Fenwick stated that there were several residents complaining about someone urinating in public in one of the Borough parks and that the current ordinance covers spitting in public but does not specifically ban public urination.
- i. The Borough Administrator stated she spoke to the Police Chief and currently public urination is a disorderly person's offense, a 2C charge. The Borough Administrator stated that Rutherford has an ordinance which speaks to public urination. A discussion ensued.
 - ii. The governing body would be in favor of adopting an ordinance in the new year that reflects the one in Rutherford with a fine of \$500.00.

II. Engineers Report:

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 ALTA 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.

On June 28, 2021, a project coordination meeting was held with the Borough, project architect, project contractor, and our office to review the architectural and site plan documents. After that meeting, architectural and site plan submissions to the Planning Board Secretary occurred on June 30, 2021 for a Planning Board Courtesy Review Hearing to be scheduled on July 14, 2021. The Planning Board meeting occurred on July 14, 2021 as required per statute

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. During this meeting, the architect provided an updated schedule regarding final construction documents. It is expected that final architectural plans will be finalized in March/ April with construction expected to commence in late April/ May.

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, 2021. A pre-construction meeting was held on March 12, 2021. The project contractor constructed sidewalk, curbing, ADA ramp, and stormwater inlet improvements. They also have proceeded and completed milling and paving on all

roadways other than Oak Avenue.

During early July 2021, the project contractor paved Oak Street. All roadway paving was completed at that time. In early September 2021, the contractor repaired catch basin walls per the construction documents.

We understand that the Borough may wish to utilize remaining project funds to address the drainage complaint at 12 6th Street. At this time, our office is securing a budget from the contractor to address this area. Our office will supply the budget to the Borough for review prior to authorization.

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 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.

On June 18, 2021, we requested that the NJDOT perform its final project inspection. On October 13, 2021, our office received correspondence from NJDOT confirming that the above requested inspection has been completed and that no corrective work is required. NJDOT closeout documents were completed and submitted for reimbursement on November 4, 2021.

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 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
- Fairview Avenue - Municipally Funded
- West Park Avenue - Municipally Funded
- Sibbald Drive - Municipally Funded
- Hall Court- Municipally Funded
- Kevin Court- Municipally Funded
- Helvetia Street - Municipally Funded
- North Avenue - Municipally Funded
- Park Lane - Municipally Funded
- Ruth Place - Municipally Funded
- Hillside Avenue - Municipally Funded
- East Avenue - Municipally Funded
- Randolph Street - Municipally Funded
- Lakeview Avenue - Municipally Funded
- Summit Street- Municipally Funded
- Marti Road - 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 NJ DOT, 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 understand that the Borough has been reviewing roadways to be included as part of this road program. These roadways would be in addition to the NJDOT MA 2021 funded roads as listed above. The Borough has provided a selection of additional roadways to be included in the 2021 / 2022 road program. NEA is preparing estimates for these roadways for Borough consideration, which will be issued on December 10, 2021.

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 \$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, playground equipment, and mulch installation occurred prior to June 18, 2021. On June 30, 2021, our office forwarded the municipal closeout package for review and consideration by the Governing Body. We understand that the Borough closed out the project at the July 13, 2021 Mayor and Council meeting.

Our office is prepared and submitted the Bergen County Open Space closeout package to permit the Borough to receive its outstanding grant funds. We have requested financial documents from the Borough associated with this project. Once the documents are received, we would submit the package to Bergen County Open Space to permit the Borough to receive its outstanding grant funds.

Substantial flooding occurred across the Memorial Field/ Borough Hall Complex during Tropical Storm Ida. The playground fall protection surface was damaged during the storm. Our office secured a State Contract budget to replace the previous wood chip surface with a rubberized system. However, due to the high cost of the same, as compared to the wood chip surface, the existing wood chip surface was replaced / restored through the Borough DPW.

MEMORIAL FIELD - SCOREBOARD & 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/surface bases instead of the current breakaway bases. Our office secured and forwarded a change order from the contractor to address these items on June 30, 2021 for consideration at the July 13, 2021 Mayor and Council meeting. The unused funding/ budget reduction for the Memorial Field Playground project would be utilized fund these field improvements. This change order was authorized by the Mayor and Council.

Substantial flooding occurred across the Memorial Field/ Borough Hall Complex during Tropical

Storm Ida. The field surface was damaged during the storm. Our office secured and forwarded a State Contract budget to replace the turf surface from Field Turf. Neglia Engineering Associates understands that the first reading of the bond ordinance associated with the State Contract budget to replace the turf surface from Field Turf occurred at the October 12, 2021 Mayor and Council meeting. The approved shop drawing has been provided to Field Turf for fabrication. At this time, our office is awaiting a purchase order from the Borough. This must be issued expeditiously to avoid project delays.

PARK AVENUE 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 \$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. Construction activities proceeded the week of June 21, 2021 and are ongoing. The contractor has completed all bridge / sidewalk / paver improvements excluding the bridge railing in August 2021. NEA has continued to coordinate with the contractor regarding supply chain issues with respect to the railing. At this time, it is expected that the railing will be installed during the week of December 13, 2021.

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 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 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. Construction documents are complete and the project will be bid during the first week of January.

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 was completed and submitted to NJDEP prior to the October 31, 2021 deadline. At this time, this task is completed pending review comments from the NJDEP.

SULAK LANE BASEBALL FIELD REPAIRS

Substantial damage was incurred to the Sulak Lane Baseball Field during Tropical Storm Ida. As such, on October 8, 2021, our office solicited quotes to complete the necessary repair work to restore the field (removal of the top six (6) inches of clay and replacement of the same). The lowest of the responsive quotes received was from Natural Green Lawn Care, 795 East Main Street, Bridgewater, New Jersey, in the amount of \$42,120.00, which would include dumping of the existing clay at the DPW yard. Our office is prepared to proceed with award notification and documents once directed by the Borough.

NORTH 5TH STREET (SECTION II) - NJDOT MUNICIPAL AID GRANT FUNDED

Neglia Engineering Associates 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. Upon authorization, our office is prepared to proceed with the preparation of design and construction documents.

2. GRANT STATUS

| PROJECT | GRANT/YEAR | ORD./RESO. | AMOUNT | STATUS | NOTES* |
|--|--|-------------------|--|------------------------|--|
| Glen Road Culvert | 2015 NJDOT MA Grant | TBD | \$149,000 | Design | NJDEP Land Use Permitting Submitted |
| Park Avenue Streetscape | 2016 TAP Grant | TBD | \$357,000 | Contract to be awarded | CME initiating design process. |
| Inter-Municipal Trail Park Ridge - Woodcliff Lake | 2017 NJDEP Recreational Trails Program | Ord. 16-11 | \$24,000 each Park Ridge & Woodcliff Lake | Construction scheduled | Construction to restart pending SUEZ and NJDEP action. |
| 2020 Roadway Improvement | 2020 MA NJDOT | Ord. 20-05 | \$215,000 | Bid Phase Occurring | Construction substantiall |

| | | | | | |
|---|---|------------|--|---|--|
| Program | Grant | | | | y completed |
| North Fifth Street (NJDOT Funded) | 2019 MA NJDOT Grant- North Fifth Street | TBD | \$207,000 | Design | 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 November 21, 2022. |
| 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. | Construction substantially completed |
| North Fifth Street- Phase II (NJDOT Funded) | 2022 MA NJDOT Grant - North Fifth Street | TBD | \$206,000 | Proposal Issued. Prepared to commence design upon authorization | Grant Preparation by Bruno Associates. |

- III. **DEP Water Quality Letter:** Borough Administrator Falkenstern said that the mailing is scheduled to go out by December 23rd and the earliest it can go out is probably Monday, December 20, 2021. The Governing Body will like it to go out as soon as possible so either the Monday or Tuesday December 21, 2021. There will be a hotline set up where residents can call to ask questions and the information will be up on the website.
- IV. **Firehouse Gym:** Borough Administrator Falkenstern stated that the Fire Chief said several of the volunteers were asking about having a gym set up at the Fire House. The Borough Administrator spoke to Vozza about liability and insurance, and they recommend no having a gym at the Firehouse. The Borough Administrator is in talks with the James and other locations about using their facilities.
- V. **Utility Rates:** Councilman Ferguson informed everyone that the utility rates will be going up in 2022, additional information to follow.

Open Work Session adjourned to Closed Session at 7:16 pm

Councilman Capilli made a motion to go into Closed Executive Session and seconded by Councilman Ferguson to confirm. Motion carried unanimously.

Respectfully submitted,



Magdalena Giandomenico
Borough Clerk