

53 Park Ave
Park Ridge, NJ

MAYOR AND COUNCIL MEETING
WORK SESSION
February 28, 2023
7:00 P.M.

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

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. **Administrator Report:** Commuter lot rates have not been charged since March 2020 and have been \$130 since 2014. A discussion ensued and the governing body agreed to change the rate to \$150 and send out decals this year. There will be an updated ordinance. Bob Goldsmith should be coming to the March 14th work and closed session to speak about the parking spots at the James after speaking to a parking consultant.
2. **Finance Committee:** CFO stated that the revenue side of the budget is almost completed. A finance committee meeting will be held at 6:00pm on March 14th before the work and closed session.
3. **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 has prepared payment documents for the work completed to date and has submitted the same for review and approval at the next Mayor and Council meeting.

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 is 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. Bid documents will be available for pick-up on March 7, 2023, with the bid opening scheduled for April 4, 2023.

- Governing Body is okay with a 75-24% split.

d. 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. Our office has received comments from NJDEP related to the documents that were previously submitted. These comments are being addressed and we are working to re-submit same to NJDEP expeditiously.

e. 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 the 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 will work to obtain NJDOT reimbursement.

f. COLONY AVENUE PROPERTY ACQUISITION – BOUNDARY SURVEY AND SUBDIVISION

Our office understands that the Borough of Park Ridge intends to acquire Block 604, Lots 45, 52, 53 and 54. In addition, we understand that the current property owner has requested that a portion of the property be subdivided to permit access to an existing dwelling. As requested, we have proceeded with preparation of a boundary survey related to said acquisition. Field survey work is complete and we are awaiting receipt of title documents, which is required to finalize the survey. Upon completion of the boundary survey preparation, our office will prepare the necessary property subdivision plan and documents in coordination with the current property owner. We will also present the same to the Borough of Park Ridge Planning Board, if required. Our office has received the deed documents from the Borough Attorney. Upon review of the same, it was determined that additional historic deed documents would be needed. Our office is working with the title company to acquire the additional information. We are working to get the boundary survey and survey documents completed expeditiously.

Our office has completed the boundary survey for this project and has submitted the same to the Borough. We have completed preparation of the subdivision documents. At this time, our understanding is that the Borough is awaiting action from the sellers attorney.

g. KINDERKAMACK ROAD ADA RAMPS / ROADWAY RESURFACING

Construction of new ADA-compliant curb ramps along Kinderkamack Road has been completed. Milling and resurfacing of Kinderkamack Road is complete.

h. 2023 ROADWAY IMPROVEMENTS PROJECT(S)

Our office has prepared preliminary estimates for the following roadways:

- Lakeview Avenue
- Randolph Street
- Summit Street
- Cascade Avenue (lower)
- Marti Road
- Helvetia Street
- West Park Avenue
- Kevin Court
- Glenbrook Road
- Dena Court
- Hillside Avenue
- East Avenue
- Louville Road
- Park Lane
- Highland Street
- Elm Street
- Leach Avenue (easterly section)

- Laura Lane
- Johnsvale Road
- Ann Terrace
- Braemar Drive
- Mountain Avenue (westerly section)
- Forest Street
- Musso Lane

This roadway listing was provided to our office by DPW. Our office will continue to refine this list. However, we are respectfully requesting input from the Mayor and Council so that design and preparation of the bid and construction documents can commence in Winter 2023.

2. GENERAL ENGINEERING

a. **29 West Park Avenue -Drainage Complaint**

Our office met with the homeowner at 29 West Park Avenue to review a reported drainage complaint. We note that the Borough maintains an existing easement with a drainage inlets and an associated conveyance system located within the rear yard of 29 West Park Avenue. We note further that the rear yard of the subject property acts as a localized low point. During heavy rainfall events, this area is subject to flooding. At this time, our office is preparing an estimate to potentially improve/mitigate this matter. The estimate will include provision of rip-rap stone protection around the inlets and construction of additional inlet(s) to address capacity issues. We will also provide an estimate / quote to clean and televise the existing conveyance pipe.

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.
2021 Road Improvement Program	2021 MA NJDOT Grant	TBD	\$214,000	Construction Complete	This included Leach Avenue Project is complete. 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	This includes Evelyn Street, DiBella Drive, and Windsor Drive. We anticipate completing this project in Spring / Summer

4. **Basketball Courts**: Councilman Hoffman spoke about the flooring on the basketball courts and the conditions after rain and snow/sleet. He stated that maybe we need some signs that warn users slippery when wet. Councilman Capilli stated that it is a material that when it was put in, it was said that the DPW would have to power wash it. The BA will speak to Pete Wayne about that.
5. **Fire Department**: Councilman Ferguson spoke about the Fire Departments 125th Anniversary and they would like the Borough to budget some funds for the celebration. The Borough will be putting in some celebration funds in the budget.
6. **Paul DeStefano**: Residents came and spoke about the parking requirement imposed by the zoning board back in 2006 on 99 Park Ave. Borough Administrator stated the zoning resolution does not have a requirement for the amount of spots so even if the owner secures only one spot, they are in compliance. The Zoning Officer gave the restaurant 30 days to secure off site parking and they were close to a deal with Wells Fargo which fell through, so the Zoning Officer gave him an additional 30 days, which is what is done for other businesses and residents. The new date is 3/27. a discussion ensued.
 - a. Borough Attorney stated there is also a County Easement that states that the parking lot in the back is a shared lot between the two landlords, that matter has nothing to do with the Borough and even if 99 Park Ave secure off site parking, like they are required too, they can still use the lot in the back.
 - b. Borough Administrator stated she reached out to Vozza to see if are able to rent out our parking spots at the James. If they contact her she can work with them and if approved by governing body that can possibly be an options.
7. **Shooting Range**: Councilman Ferguson stated that the shooting range needs repairs, which come close too \$1.2million. the ventilation and the roof are a priority. There is \$200,000 set aside for capital and the shooting range agreements are up this year. Mayor Misciagna stated there should be a meeting set up with other towns and an agreement where they contribute to the upgrades since we save them money with having a range and the liability insurance for it. A meeting will need to be set up.
 - a. Seven officers took the Sgt. Test
 - b. There is an increase in the volume of calls from the James.
8. **PKRG**: Councilman Ferguson presented a Capital Project Proposal Howard put together based on the governing bodies discussion of archiving the system. A discussion ensued.
 - a. Total estimate cost for archiving system is around \$4,000. The governing body would like to have it save for a year period. The annual estimate software costs for VOD system is about \$2,700.

Open Work Session adjourned at 8:01pm

Councilman Ferguson made a motion to adjourn open session into closed session and seconded by Councilman Hoffman confirm. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Magdalena Giandomenico".

Magdalena Giandomenico
Borough Clerk