

**MAYOR AND COUNCIL MEETING**

**WORK SESSION**

**February 22, 2022**

**6:47 P.M.**

Present: Councilmembers Capilli, Cozzi, Fenwick, Ferguson, Metzdorf and Mayor Misciagna  
Absent: Epstein  
Also Present: Magdalena Giandomenico, Borough Clerk  
Julie Falkenstern, Borough Administrator  
John Schettino Borough Attorney  
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. Borough Administrator Report:**

- i. Bus Stop Kinderkamack: B&M asked to have the bus stop in front of their store front moved. A discussion ensued. Councilman Fenwick asked the Borough Administrator to confirm that moving the bus shelter does not conflict with any stipulation of the Borough's affordable housing agreement. All are in favor of moving the bust stop and shelter to where the previous stop was by the gas station and Madison. The Borough will not be paying for this but the James.
- ii. Tax Appeal: The Borough Attorney can not do the Borough's tax appeals due to a conflict so there is a need for another law firm. The Borough previously appointed Cleary-Giacobbe-Alfieri-Jacobs as the Borough's Special Tax Appeal Attorney so they will be appointed non fair and open as the Tax Appeal Attorney as well.

**II. Engineer's 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.

## **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, 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 is utilizing remaining project funds to address the drainage complaint at 12 6th Street. A change order for the additional drainage work was forwarded to the Borough for review on December 13, 2021 and was subsequently approved and our office authorized the contractor to proceed with the work. It shall be noted that the proposed change order will not increase the overall project contract amount. This work was completed on February 3, 2022. Based upon feedback from the homeowner, the aforementioned drainage complaint has been addressed. Final surface course paving will be completed as soon as weather/ temperature conditions permit.

### **c.2022 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 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 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 NJ DOT MA 2021 funded roads as listed above. The Borough has provided a selection of additional roadways to be included in the 2022 road program. Estimates for the above roadways were previously provided for review. Upon selection of the roads, our

office will prepare a proposal for design and construction management related to the selected roadways. Please note that the contract award deadline for each of the aforementioned NJ DOT-funded roadways is November 21, 2022.

**d. 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. Per correspondence with Field Turf, manufacturing of the turf is expected to be completed by the week of January 24, 2022, with delivery shortly thereafter. Work on the turf replacement has commenced. Weather permitting, we expect that the turf replacement will be completed by March 2022.

**f.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 were addressed and have been resubmitted to NJDEP for review on December 31, 2021.

**g.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. The Mayor and Council has authorized this work to proceed. The purchase order has been sent to the contractor for signature and the contractor has been notified to proceed with the work. Our office will work to ensure that this work is completed in advance of the Spring 2022 sports season, weather permitting.

**h. NORTH 5rH 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 NJ DOT 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. Our office has completed the initial design and construction documents. Plans were submitted to NJDOT on January 31, 2022 for a thirty (30) day NJDOT review period. This project remains on-schedule and we anticipate a Spring 2022 construction schedule.

**1. 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	2015 NJDOT MA Grant	TBD	\$149,000	Addressing NJDEP design comments	NJDEP Land Use Permitting Submitted. Project to be bid ASAP based upon approval from NJDEP.
North Fifth Street - Phase II (NJDOT Funded)	2022 MA NJDOT Grant - North Fifth Street	TBD	\$206,000	Design	Grant Preparation by Bruno Associates.
2021 Road Improvement Program	2021 MA NJDOT Grant	TBD	<b>\$214,000</b>	Grant Award Letter Received; Awaiting Grant Agreement	Roads include Leach Avenue, DiBella Court, Evelyn Street and Windsor Drive. <b>Contract award deadline is November 21, 2022.</b>
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 presentations by Neglia Engineering Associates

- III. **PRAA**: Councilman Ferguson spoke about the PRAA needing 2 defibrillators. They are asking the Borough to purchase them and PRAA will service them. Quotes will be obtained.
- IV. **Utility**: Council President Metzdorf updated the governing body on the operations of the utility department.
- i. Saddle River/ Woodcliff Lake Bridge: Paul stated that someone from the County said the County will pay for the water main, however, it has not yet been formalized in writing.
  - ii. Well 21 & 11 need work and the sums to fix them vary in range.
  - iii. There are 3 temporary filters on hold to address the remedial needs for three wells. The cost amounts to about \$600,000.
  - iv. The Utilities is looking to work up a STEM program with the high school.
  - v. The utilities will explore avenues to making the dam a hydroelectric dam if they can obtain the funding.
  - vi. The water department is projecting a water rate increase this year.

**Open Work Session adjourned at 7:27pm**

Council President Metzdorf made a motion to adjourn open session into closed session and seconded by Councilman Fenwick to confirm. Motion carried unanimously.

Respectfully submitted,



Magdalena Giandomenico  
Borough Clerk

