

AGENDA
MAYOR & COUNCIL MEETING
October 24, 2023
8:00 p.m.

Mayor Misciagna calls meeting to order at:

Pledge of Allegiance to the Flag

ROLL CALL:

Present:
Absent:
Also Present:

Mayor Misciagna Reads Compliance Statement, as required by Open Public Meeting Act, P.L. 1975, Chapter 231.

SUSPEND THE REGULAR ORDER OF BUSINESS

Mayor Misciagna calls for a motion to suspend the regular order of business for the Presentation of the Mayor's 2023 Community Service Awards

A motion was made by _____ and seconded by _____ to confirm.

Roll Call:

2023 COMMUNITY SERVICE AWARDS

| | |
|---------------------|--|
| KRISTEN ABRAHAM | WEST RIDGE PARENT TEACHER ORGANIZATION |
| JERRY ALEXANDER | CPL. JEDH C. BARKER MEMORIAL POST 153 |
| ALYSON BARATTA | TRI-BORO VOLUNTEER AMBULANCE CORP |
| HEATHER BORGERSEN | PARK RIDGE GIRL SCOUTS |
| SANDY BUCHNER | TRI-BORO FOOD PANTRY |
| GERALYN CARGULIA | GREATER PASCACK VALLEY WOMEN'S CLUB |
| DEACON TERRY CIULLA | PASCACK REFORMED CHURCH |
| ALISON GILL | PARK RIDGE MUNICIPAL POOL |
| THE GOLD FAMILY | (IN MEMORY OF STUART GOLD) |
| MATTHEW GRAY | PARK RIDGE HIGH SCHOOL, |
| JOHN HANSEN | PARK RIDGE FIRE PREVENTION |
| JIM HESPE | PARK RIDGE SHADE TREE COMMITTEE |
| SHANAI JENSEN | PARK RIDGE DIVERSITY AND INCLUSION COMMITTEE |
| KALEY KOO | EAST BROOK PARENT TEACHER ORGANIZATION |
| ROBERT METZDORF | PARK RIDGE PLANNING BOARD |
| MICHAEL MINTZ | PARK RIDGE ZONING BOARD |
| DANIELLE SCHWARTZ | PARK RIDGE ATHLETIC ASSOCIATION |
| LAURIE WHARTON | PARK RIDGE RECREATION & CULTURAL COMMITTEE |
| BRENDA YANNI | GOLDEN AGE SOCIAL CLUB OF PARK RIDGE |

AGENDA CHANGES

PUBLIC PRIVILEGE OF THE FLOOR:

Mayor Misciagna asks if anyone present wishes to be heard on any matter.

Upon recognition by the Mayor, the person shall proceed to the floor and give his/her name and address in an audible tone of voice for the records. Unless further time is granted by the Council, he/she shall limit his/her statement to five (5) minutes. Statements shall be addressed to the Council as a body and not to any member thereof. No person, other than the person having the floor, shall be permitted to enter into any discussion, without recognition by the Mayor.

Speaker:

ORDINANCES – INTRODUCTION

NONE

ORDINANCES – PUBLIC HEARING

NONE

CONSENT AGENDA:

Mayor Misciagna asks if any Councilmember would like to have any resolution removed from the Consent Agenda and placed under New Business.

Speaker:

Mayor Misciagna asks if any Council member would like to abstain from voting on any Resolution on the Consent Agenda.

Speaker:

Mayor Misciagna asks for a motion to accept the Consent Agenda (with the abstentions so noted).

A motion was made by _____ and seconded by _____ to confirm.

Roll Call:

RESOLUTIONS:

- Res. No. 022-299 – Authorizing Refund of Redemption Monies to Outside Lienholders
- Res. No. 023-300 – Release of Zoning Escrow – 12 Queen Court
- Res. No. 023-301 – Fire Department Clothing Allowance 2023
- Res. No. 023-302 – Police Reserves Clothing Allowance 2023
- Res. No. 023-303 – Dedication by Rider for Peggy Scheulen Memory Bench
- Res. No. 023-304 – Authorizing the Agreement 2023/2024 Community Development Block Grant Funds – Golden Age Club
- Res. No. 023-305 – Authorizing Issuance of RFQ’s for Various Professional Services for CY2024
- Res. No. 023-306 – Authorizing Change Order Payment – Mill Road Substation - Solgen Inc.
- Res. No. 023-307 – Chapter 159 – Park Ridge Energy Master Plan
- Res. No. 023-308 – Authorizing Colliers Proposal for Sustainable NJ Energy Master Plan
- Res. No. 023-309 – Acknowledgment of 2023 Best Practices Inventory
- Res. No. 023-310 – Adopting Updated Employee Handbook for the Borough
- Res. No. 023-311 – Payment of Bills - Utility
- Res. No. 023-312 – Payment of Bills – Borough

- Res. No. 023-313 – Authorize Bid – 2023 Supplemental Roadway Improvements Municipally-Funded
- Res. No. 023-314 – Award Park Ridge Fire Station Roof Repair – Laumar Roofing Company

COMMUNICATIONS:

OLD BUSINESS:

NEW BUSINESS:

Mayor Misciagna asks for a motion to appoint the following member enumerated below:

**LIBRARY BOARD OF TRUSTEES -
JAMIE DEMARTINO - TERM EXPIRING 12/31/2024
CASSANDRA DEMAURO – TERM EXPIRING 12/31/2026**

RECREATION & CULTURAL COMMITTEE – DEAN SCADUTO

A motion was made by _____ and seconded by _____ to confirm.

Roll Call:

APPROVAL OF MINUTES

Mayor Misciagna asks for a motion to approve the Minutes as follows:

Work/Closed/Public Session Minutes Dated October 10, 2023

A motion was made by _____ and seconded by _____ to confirm.

Roll Call:

REPORTS OF THE GOVERNING BODY

Councilmember Hoffman:

Councilmember Ferguson:

Councilmember Cozzi:

Councilmember Capilli:

Councilmember Goldsmith:

Council President Fenwick:

ADJOURN

A motion was made by _____ and seconded by _____ to adjourn the Regular Mayor and Council Meeting. Meeting adjourned at _____ P.M.

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-299**

**AUTHORIZING REFUND OF REDEMPTION
MONIES TO OUTSIDE LIENHOLDER**

WHEREAS, at the Municipal Tax Sale held on November 15, 2022, a lien was sold on Block 606 Lot 2, also known as 100 Colony Avenue in Park Ridge, for 2021 delinquent utility charges; and,

WHEREAS, this lien, known as Tax Sale Certificate #22-00982 was sold to Daxuan Wang at 0% interest and a premium of \$6,700.00; and,

WHEREAS, Empire Title Agency, LLC, has affected redemption of Certificate #22-00982, on October 24, 2023, in the amount of \$9,295.57,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Park Ridge, in the County of Bergen and the State of New Jersey, that the Director of Finance/CFO is authorized to issue a check in the amount of \$9,295.57, payable to Daxuan Wang, 7661 Wandering Way, Orlando, FL 32836, for the redemption of Tax Sale Certificate #22-00982, along with a premium check for \$6,700.00.

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Penwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-300**

**RELEASE OF ZONING ESCROW
12 QUEEN COURT**

WHEREAS, Seyoung Sara Cha, at 12 Queen Court, known as Block 2005, Lot 25 on the tax map of the Borough of Park Ridge, has posted a Zoning Board Escrow; and

WHEREAS, there has been no further draw down on the initial deposit of this escrow account; and

WHEREAS, there remains a balance of \$547.50 in Escrow Sub Account No. 16-2000-20-2117 which the applicant has requested be returned; and

WHEREAS, Zoning Board Secretary, Tonya Janeiro, has determined there are no outstanding claims against the Zoning Board Escrow and there remains no reason to maintain this escrow account; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge that the Borough Treasurer is hereby authorized to release the remaining escrow balance of \$547.50 in Escrow Sub Account No. 16-2000-20-2117 and close this escrow account with the refund being mailed to Sara Cha, 537 Almena Avenue, Ardsley, NY 10502.

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-301**

FIRE DEPARTMENT CLOTHING ALLOWANCE 2023

WHEREAS, the 2023 Municipal Budget provides for uniform maintenance and stipend allowances to members of the Park Ridge Fire Department; and

WHEREAS, appropriations for such expenditures are included in the 2022 Municipal Budget under Fire Department Clothing Allowance 01-2010-25-2551-001;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge that the following members of the Park Ridge Fire Department are entitled to clothing allowances/stipends according to the following schedule:

| | |
|-------------------------|-------|
| Antoshak, Sam | 1,100 |
| Bosi, Rich | 6,500 |
| Bruno, Christopher | 725 |
| Bruno, Michael | 750 |
| Caviello, Nick | 900 |
| D'Amico, John | 850 |
| Derienzo, Christopher | 1,050 |
| Derienzo, Joseph | 750 |
| Derienzo, Thomas G. | 725 |
| Derienzo, Thomas Jr. | 1,775 |
| Diedtrich, Jr., William | 1,450 |
| Diedtrich, Sr., William | 2,170 |
| Durst, Mark I. | 6,750 |
| Farrington, Kyle | 950 |
| Franzetti, Joseph | 725 |
| Hansen, John | 1,000 |
| Ladewig, Kyle | 6,000 |
| Lepore, Thomas | 1,100 |
| Levinson, Matt | 900 |
| Mauro, Dorothy | 500 |
| Mauro, Peter | 6,275 |
| Mauro, Peter Jr. | 725 |
| Moser, Bradley | 6,000 |
| Napolitano, Randy | 500 |
| Paller, Brandon | 500 |
| Paller, Connor | 600 |
| Paller, Robert | 1,500 |
| Schnoor, Bernard | 1,350 |
| Sigillito, John | 1,300 |
| Sulas, Mark | 725 |
| Stepe, John | 725 |
| Tarmomina, Jason | 600 |
| Tracey, Tom | 5,530 |
| Tso, Tony | 1,200 |
| | |
| RESERVES | |
| Farrington, Jake | 375 |
| Tully, Jack | 150 |
| Moser, Zack | 375 |
| Moser, Luke | 375 |
| | |

| LIFE MEMBERS | |
|---------------------|---------------|
| Babcock, James R. | 725 |
| Eisen, Mark | 900 |
| Hahn, William | 725 |
| Halzack, Michael | 725 |
| Mauro, Joseph | 725 |
| Musicant, Alan | 725 |
| TOTAL | 70,000 |
| | |

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-302**

POLICE RESERVES CLOTHING ALLOWANCE 2023

WHEREAS, during the period January 1, 2023 to October 31, 2023, the Park Ridge Police Reserves have served traffic control details; and

WHEREAS, funds for the nominal payment of said details in the form of clothing allotments have been provided in the 2023 Municipal Budget 01-2010-25-2451-012;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge that the members of the Police Reserves are entitled to clothing allotments/stipends according to the following schedule:

| OFFICER | RANK | TOTAL |
|-------------------|---------------------|-----------------|
| PAUL WITTE | CHIEF | \$5,000 |
| CHRISTOPHER BROWN | CAPTAIN | \$3,600 |
| GEORGE HARCHER | LIEUTENANT | \$3,100 |
| HORACE PARKER | SR. RESERVE OFFICER | \$1,000 |
| BRYAN GARBUTT | RESERVE OFFICER | \$ 725 |
| THOMAS ARCARO | RESERVE OFFICER | \$ 725 |
| ANDREW MANN | RESERVE OFFICER | \$ 725 |
| JAMES BRAZOFSKY | RESERVE OFFICER | \$ 500 |
| | TOTAL | \$15,375 |

Adopted ___/___/___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-303**

**RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION
BY RIDER FOR THE "PEGGY SCHEULEN MEMORY BENCH"**

WHEREAS, permission is required from the Division of Local Government Service Director for approval of Dedication by Rider revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J.S.A. 40A:4-39 provides the Borough of Park Ridge, County of Bergen, State of New Jersey, for receipt of general donations for the Peggy Scheulen Memory Bench program; and

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated by the Borough of Park Ridge donations, are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Council of the Borough of Park Ridge, Bergen County, New Jersey as follows:

1. The Governing Body does hereby request permission of the Director of Division of Local Government Services to accept donations for the Peggy Scheulen Memory Bench program and appropriate the same in the dedicated trust fund; and
2. The Mayor and Council of the Borough of Park Ridge hereby authorizes the Borough Clerk to submit two certified copies of this resolution to the Division of Local Government Services for approval.

Adopted ___/___/___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-304**

**AUTHORIZING THE AGREEMENT
2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

BE IT RESOLVED, that the Mayor and Council of Borough of Park Ridge authorizing the Borough to enter into a grant agreement with the County of Bergen for the purpose of using \$7,000 in 2023-2024 Community Development Block Grant funds for Golden Age Club located at Borough Hall, 53 Park Ridge, Park Ridge, NJ 07656; and

WHEREAS, due to a clerical error there was an error in the third paragraph which said that the Mayor and Council hereby authorizes Consuelo Carpenter to be a signatory for the aforesaid grant agreement; and

WHEREAS, the third paragraph should read "BE IT FURTHER RESOLVED, that the Mayor and Council hereby authorizes Consuelo Carpenter to sign all County vouchers submitted in connection of the aforesaid project; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Park Ridge hereby amend Res. No 023-245 to reflect that the Mayor and Council hereby authorizes Consuelo Carpenter to sign all County vouchers submitted in connection of the aforesaid project.

Adopted ___/___/___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-305**

**RESOLUTION AUTHORIZING THE ISSUANCE OF REQUESTS FOR
QUALIFICATIONS FOR VARIOUS PROFESSIONAL SERVICES FOR
THE 2024 CALENDAR YEAR**

WHEREAS, pursuant to N.J.S.A. 40A:11-5(1)(a) contracts for the provision of professional services are not subject to the bidding requirements of the Local Public Contracts Law, however, they are subject to the requirements of the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.1 et seq., for contracts in excess of \$17,500.00; and

WHEREAS, pursuant to the Pay to Play Law a municipality may not award a contract with a value in excess of \$17,500.00 to a business entity that has made any contribution within one year of the date the contract is to be awarded that is reportable by the recipient under N.J.S.A. 19:44A-1 et seq. to a municipal political party or candidate unless the contract is awarded under a "fair and open process" as defined pursuant to said statute; and

WHEREAS, the Borough wishes to award contracts for various professionals pursuant to the fair and open process defined by the aforementioned statute and explained in suggest procedures issued by the New Jersey Department of Community Affairs; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Park Ridge that Requests for Qualifications be issued for the following Borough Professional positions:

Attorney, Auditor, Affordable Housing Planner, Bond Counsel, Conflict Attorney, Engineer, Environmental Engineer, Financial Advisor, Grant Consultant, Rate Counsel, Labor Attorney, Electric Department Rate Engineer, Water Department Rate Engineer, Environmental Regulatory Compliance Engineer, Risk Manager, Risk Manager Medical, Borough Planner, Special Rate Counsel, Tax Appeal Attorney, Zoning Board Engineer, Zoning Board Planner, Zoning Board Attorney, Planning Board Engineer, Planning Board Planner, and Planning Board Attorney; and

BE IT FURTHER RESOLVED that said notice shall indicate that responses to the Request for Qualifications shall be provided on or before November 28, 2023.

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-306**

**RESOLUTION FOR A CHANGE ORDER
FOR NEW FOUNDATION AT MILL ROAD SUBSTATION
SOLGEN INC.**

WHEREAS, upon the recommendation of the Borough of Park Ridge Board of Public Works, the Mayor and Council accepted the bid from Solgen Inc. for the new foundation at Mill Road Substation (the "Project") pursuant to resolution adopted June 27, 2023 in the amount of \$165,910.00; and

WHEREAS, Solgen Inc. entered into a contract with the Borough in accordance with the requirements of the bid proposal received on June 20, 2023 in the amount of \$165,910.00; and

WHEREAS, while performing the work set forth in the bid proposal, Solgen Inc. alerted the Board of Public Works to certain material items that necessitated changes to the work performed in order to proceed to completion of the Project; and

WHEREAS, Solgen Inc. has provided to the Board of Public Works six change orders related to the unforeseen work at the Project totaling \$33,182.00; and

WHEREAS, pursuant to N.J.A.C. 5:30-11.3 General Requirements for All Change Orders, Solgen Inc. has complied with the provisions contained therein by: (a) providing the change orders in writing, (b) the quantities of items or work have not been changed in such a manner as to nullify the effect of the competitive determination of the lowest responsible bidder as at the time the changes could not have been reasonably foreseen, (c) the change orders have not substantially changed the quality or character of the items or work to be provided, (d) the change orders do not serve the purposes of escalation clauses and (e) the total number of change orders do not cause the originally awarded contract price to be exceeded by more than 20 percent; and

WHEREAS, the Board of Public Works hereby recommends that the Mayor and Council of the Borough of Park Ridge authorizes the change order payments to Solgen Inc. in the amount of \$33,182.00; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge, County of Bergen, State of New Jersey that the Mayor be and he is hereby authorized that the Treasurer be and is hereby authorized to pay the change order payments to Solgen Inc. in the amount of \$33,182.00.

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-307**

**APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION
NJS 40A:4-87 CHAPTER 159 - SUSTAINABLE JERSEY**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Park Ridge in the County of Bergen, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 in the sum up to \$10,000.00, entitled Energy Grant which is now available as revenue from Sustainable Jersey; and

BE IT FURTHER RESOLVED, that the like sum up to \$10,000.00 is hereby appropriated under the caption of: Park Ridge Energy Master Plan; and

BE IT FURTHER RESOLVED, that the above is the result of funds from Sustainable Jersey, Energy Grant, in the amount of up to \$10,000.00.

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-308**

**APPROVAL OF COLLIERS PROPOSAL FOR SUSTAINABLE NEW
JERSEY PARK RIDGE ENERGY MASTER PLAN**

WHEREAS, the Director of Operations has a proposal, dated September 28, 2023, from Colliers Engineering & Design for the Community Energy Plan Preparation in the sum of \$10,000 in order to comply with the Energy Grant which is now available as revenue from Sustainable Jersey; and

WHEREAS, the Director of Operation is in agreement with this proposal and the Board of Public Works is as well; and

WHEREAS, the vendor is the current 2023 Borough Electric Department Rate Engineer for the Borough of Park Ridge and the Mayor and Council awarded said 2023 contract pursuant to the provisions of NJSA 19:44A-20.5; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Park Ridge in the County of Bergen, New Jersey, hereby authorize the issuance of a contract as described herein to Colliers Engineering & Design for the Community Energy Plan Preparation, in the amount of \$10,000.00.

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-309**

ACKNOWLEDGMENT OF 2023 BEST PRACTICES INVENTORY

WHEREAS, the State of New Jersey issued Local Finance Notice 2023-17 on October 2, 2023 for the annual Best Practices Inventory for CY 2023; and

WHEREAS, the deadline for the submission of the completed inventory is Friday, November 3, 2023; and

WHEREAS, Municipalities must receive a score of 29 or better in order to avoid the withholding of State aid; and

WHEREAS, the Municipal Clerk must certify that the Best Practices Inventory was discussed by the Governing Body as an Agenda item at a Public Meeting; and

WHEREAS, the Best Practices Inventory must also be certified by the Chief Administrative Officer and Chief Financial Officer; and

WHEREAS, the Chief Administrative Officer is defined as the individual in charge of day-to-day operations and in the absence of such a position the Municipal Clerk or Chief Financial Officer may certify the results; and

WHEREAS, the CY2022 Best Practices Inventory was reviewed and discussed by the Mayor and Council as a Work Session agenda item during the Public Work Session of the October 24, 2023 Meeting; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge that the 2023 Best Practices Inventory has been reviewed and acknowledges a score of 41.5; and

BE IT FURTHER RESOLVED by the Mayor and Council of the Borough of Park Ridge, that the Chief Administrative Officer, the Chief Financial Officer and the Municipal Clerk shall certify the results certification.

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-310**

**RESOLUTION ADOPTING THE UPDATED EMPLOYEE POLICY AND
PROCEDURE MANUAL FOR THE BOROUGH OF PARK RIDGE**

WHEREAS, from to time, the Borough must update its employee handbook to remain compliant with current law, current employment policies and the requirements of the Municipal and Joint Insurance funds; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge, County of Bergen, State of New Jersey that the Employee handbook entitled "Employee Policies and Procedures Manual Updated November 2023" is hereby adopted for use by the Borough of Park Ridge; and

BE IT FURTHER RESOLVED, that a copy of the within resolution with the adopted handbook be available for public inspection during regular business hours and pursuant to the laws of the State of New Jersey, County of Bergen and Borough of Park Ridge and that a copy of such handbook shall be supplied to each employee of the Borough.

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-311**

PAYMENT OF BILLS - UTILITY

BE IT RESOLVED, by the Mayor and Council of the Borough of Park Ridge that they are in receipt of the following Board of Public Works Utility bills in the sum of \$216,159.38 (incorporated in bill list dated October 17, 2023) which was previously approved and authorized for payment by the Board of Public Works Chief Financial Officer and have been approved and authorized for payment and that the Mayor, Borough Clerk and Borough Treasurer are, hereby authorized and directed to issue warrants in payment of same.

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-312**

PAYMENT OF BILLS - BOROUGH

BE IT RESOLVED, by the Mayor and Council of the Borough of Park Ridge that the following bills in the sum of \$393,152.57 (bill list dated October 20, 2023) have been approved and authorized for payment and that the Mayor, Borough Clerk and Borough Treasurer are, hereby authorized and directed to issue warrants in payment of same.

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-313**

**AUTHORIZE BID
2023 Supplemental Roadway Improvements (Municipally-Funded)**

BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge, Bergen County, New Jersey upon the recommendation of John J. Dunlea, P.E. of Neglia Group on behalf of the Borough Engineer that the plans & specifications for:

2023 Supplemental Roadway Improvements (Municipally-Funded)

**BOROUGH OF PARK RIDGE
BERGEN COUNTY, NEW JERSEY**

Are hereby approved and the Borough Clerk is hereby authorized to advertise for bids. This Resolution to take effect immediately.

Adopted ___/___/___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE
RESOLUTION NO. 023-314**

**AWARD CONTRACT PARK RIDGE
FIRE STATION ROOF REPAIR
Laumar Roofing Co., Inc.**

BE IT RESOLVED by the Mayor and Council of the Borough of Park Ridge, by the Mayor and Council of the Borough of Park Ridge, Bergen County, New Jersey upon the recommendation of Neglia Group that the Contract for:

PARK RIDGE FIRE STATION ROOF REPAIR

be awarded to Laumar Roofing Co., Inc. through the State purchasing cooperative for the quote amount of Twenty-Once Thousand Dollars and Zero Cents (\$21,000.00). The CFO has certified the availability of funds in Account No. 04-2150-55-2318-002; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk be and are hereby authorized to execute a contract for the aforesaid work.

Adopted ___ / ___ / ___ on roll call vote as follows:

| | Introduced | Seconded | AYES | NAYES | ABSENT | ABSTAIN |
|-----------|------------|----------|------|-------|--------|---------|
| Capilli | | | | | | |
| Cozzi | | | | | | |
| Fenwick | | | | | | |
| Ferguson | | | | | | |
| Goldsmith | | | | | | |
| Hoffman | | | | | | |

APPROVED:

KEITH J. MISCIAGNA, MAYOR

Attest:

Magdalena Giandomenico
Borough Clerk / Administrator