

MAYOR AND COUNCIL MEETING
WORK SESSION
July 13, 2021
6:50 P.M.

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

Absent:

Also Present: Magdalena Giandomenico, Borough Clerk
Joe Burgis, Borough Affordable Housing Planner
Anthony Bocchi, Borough Attorney
Richard Wright, Interim Borough CFO

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

I. Engineer Report dated July 13, 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.

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. In the meantime, the architect is preparing their construction documents for this project.

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 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.

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. This roadway is to be paved on July 02, 2021. Once completed, a project walkthrough would occur to develop a punch list to be completed by the contractor prior to project closeout.

c. 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.

At this time, we have requested final asphalt testing as required by the NJDOT for this project. In addition, on June 18, 2021, we requested that the NJDOT perform its final project inspection. Once we receive correspondence from the NJDOT that the inspection has been completed, 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 Avenue -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. 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..

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, playground equipment, and mulch installation occurred prior to June 18, 2021. On July 30, 2021, our office forwarded the municipal closeout package for review and consideration by the Governing Body. Once the Borough has closed out the project, we would prepare the Bergen County Open Space closeout package to permit the Borough to receive its outstanding grant funding.

g.PARK A VENUE BRIDGE REP AIR (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. Construction activities proceeded the week of June 21, 2021 and are ongoing.

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 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.

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

PROJECT	GRANT/YEAR	ORD./RESO.	AMOUNT	STATUS	NOTES*
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;	Roads include Leach Avenue, DiBella Court, Evelyn Street
				Awaiting Grant Agreement	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)	Grant Application submitted prior to 6/29/20 deadline.	NEA assisted with grant application submitted by Bruno Associates.

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

- II. **Open Space**: Councilman Capilli asked if the Borough would be working with someone to spread public awareness of the importance of the passage of the Open Space question on the 2021 General Election referendum, like it did in the past. The Borough Administrator and the Engineer will work on a list of projects that were funded through the Open Space Tax. The Borough Clerk will see if other towns include a sunset clause in their referendum.
- III. **Field Maintenance**: Councilman Ferguson informed everyone about the numerous complaints he is receiving from the residents about the conditions of the fields. He said how the Borough hired someone for field maintenance and the conditions are not what they should be. Councilman Capilli stated how there have been lists sent of items that need to be addressed on the fields and they have not been, one example is the deteriorating bench and the liability it can cause. Possibly additional summer help would be needed to address the short falls.
- IV. **Solid Waste ReBid**: Councilman Fenwick asked why the Borough was going out to rebid the solid waste contract. Borough Clerk informed him there was a miscalculation in the tonnage in the previous one so the bid was cancelled and no bids were previously collected.
- V. **Ordinance 2021-018**: Councilman Fenwick asked why the Borough needs to introduce this ordinance. Borough Affordable Housing Planner Burgis stated it is tidying things up. The Settlement requires maintenance of the inclusionary zoning requirements in the NB Neighborhood Business Zone. The Borough discovered in the course of implementing its Settlement Agreement, however, that the Borough's Zoning Code contains certain inconsistencies and deficiencies related to the NB Zone. Borough Attorney Bocchi stated that the 4 stories are only applicable to the James. Councilman Capilli asked if this can be binding in the future and serve as a prerequisite that is allowed in future affordable housing litigation. Borough Attorney Bocchi said it is only applicable to the zone mentioned in the ordinance.
- VI. **Ordinance 2021-019**: Councilman Fenwick asked why the whole block is getting designated as affordable housing. Affordable Housing Planner Burgis stated we did not have the survey showing where the developing portion is. Councilman Fenwick expressed his concern with a developer saying the whole area is zoned for affordable housing and fighting the Borough in the future. Affordable Housing Planner Burgis said the area is designated as wet land and not possible for it to be developed.

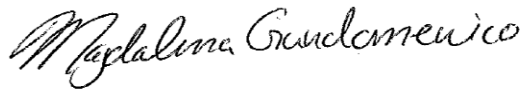
Councilman Capilli stated how these two ordinances and the other ones are very in depth and were sent with short time to digest. Borough Attorney stated how it was not all confirmed and returned by Frank banish until Monday even though he got the versions for review a months ago.

- VII. Police Headquarters HVAC:** Councilman Capilli asked if the Borough can use the CARES money for the police hvac system, which the quote is roughly around \$30,000. Interim CFO Wright stated that the money should be used on one large project. Councilman Capilli asked for the Borough to allocate funds as an emergency appropriation in the time being before we pay ourselves back, because the HVAC system is broken at the Police Station and asked the CFO to work on the necessary paperwork to get the project moving along.

Open Work Session adjourned to Closed Session at 7:50pm

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

Respectfully submitted,

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

Magdalena Giandomenico
Borough Clerk