

**MAYOR AND COUNCIL MEETING**  
**WORK SESSION**  
**May 24, 2022**  
**6:47 P.M.**

**Present:** Councilmember Fenwick, Councilmember Ferguson, Councilmember Epstein, Council President Metzdorf and Mayor Misciagna

**Absent:** Councilmember Cozzi and Councilmember Capilli,

**Also Present:** Magdalena Giandomenico, Borough Clerk  
Julie Falkenstern, Borough Administrator  
John Schettino, Esq., Borough Attorney  
Connie Carpenter, Borough CFO

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

1. **Bamboo Ordinance:** Borough Attorney will prepare a Bamboo ordinance for introduction for the June 14<sup>th</sup> meeting.
2. **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 Group 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 OS, 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. 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
- DiBella Drive - MA 2021 Grant funded
- Evelyn Street - MA 2021 Grant funded
- Windsor Drive - MA 2021 Grant Funded
- Fairview Avenue - Municipally Funded
- Sibbald Drive - Municipally Funded
- Hall Court - Municipally Funded
- North Avenue - Municipally Funded
- Midland Avenue - Municipally Funded

The Borough has provided a selection of roadways to be included in the 2022 road program. These roadways include the NJ DOT 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. In addition, the NJDOT-funded roadways has been submitted to NJDOT for review. At this time, we are respectfully that the Mayor and Council provide our office with a final priority listing of roadways as we understand that the Borough has bonded \$1 million for roadway improvements as part of this project. Upon receipt of the same, we are prepared to bid this project.

**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. NJDEP has confirmed that all documents submitted with respect to this project are acceptable and that their comments have been satisfactorily addressed. At this time we are awaiting final permit documents from NJDEP. Upon receipt of the same, the project will be bid.

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

**e. NORTH s<sup>TM</sup> STREET (SECTION II) - NJ DOT MUNICIPAL AID GRANT FUNDED**

Neglia Group 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.

Our office has completed the initial design and construction documents and submitted the same to NJDOT for review on March 1, 2022. We anticipate receiving final NJDOT comments in the near future. Our office has received approval from NJDOT to bid this project. This public bid notice has been issued for publishing. All bid construction documents are completed and have been available for pick-up from our office since April 22, 2022. The bid opening will be conducted on May 24, 2022.

PROJECT	GRANT/YEAR	ORD./RE SO.	AMOUNT	STATUS	NOTES*
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	\$214,000	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

Councilman Ferguson stated that a priority list should be presented earlier in the year and there should be a 3-5 year plan of roads that will need paving. This way the Borough can decide ahead of time and earlier in the year what roads to pave. A discussion ensued. A 2023 road list was requested for next meeting.

*Mayor Misciagna joined at 7:25pm*

3. **FEMA:** Borough Administrator stated that the Borough should be getting about 75% back of what we put in for.

4. **Banners:** Councilman Fenwick spoke about the Borough having a policy to protect the Boorugh from random organizations putting up banners or flags on the Borough flag pole. A discussion ensued. Borough Attorney suggested setting up a policy through an ordinance and adding language to it that if congress adds it then the town automatically adds it. Mr. Schettino stated he thinks Fair Lawn has a policy like that and said that he would circulate an email with an example.
  
5. **Redevelopment:** Councilman Fenwick asked about all of the resolutions related to the James redevelopment on the consent agenda. The Borough Attorney stated that the owners are allowed to transfer the ownership, but the Borough still has to approve the transaction. Nothing from the obligations and agreements changes, the new owners take on the same responsibility.

**Open Work Session adjourned at 7:55pm**

Councilwoman Epstein made a motion to adjourn open session into closed session and seconded by Councilman Fenwick confirm. Motion carried unanimously.

Respectfully submitted,



Magdalena Giandomenico  
Borough Clerk