

**MAYOR AND COUNCIL MEETING**  
**WORK SESSION**  
**December 13, 2022**  
**7:50 P.M.**

**Present** Councilmember Cozzi, Councilmember Capilli, Councilmember Fenwick, Councilmember Epstein, Council President Metzdorf and Mayor Misciagna

**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. Engineer's Report – Please see attached. Report was reviewed as well as suggested 2023 roads for paving report passed out.
2. Councilman Fenwick and Capilli read of the recommended professionals for 2023:
  - a. CONFLICT ATTORNEY - King, Moench and Collins LLP
  - b. BOND COUNSEL - ROGURT MCCARTHY LLC
  - c. BOROUGH ENGINEER - Neglia Associates
  - d. Risk Manager – Medical - Voza Agency
  - e. Risk Manager - Voza Agency
  - f. Financial Advisor - NW Financial Group LLC
  - g. Borough Labor Counsel - Weiner Law Group
  - h. Borough Attorney - John Schettino LLC (Councilman Fenwick abstain)
  - i. Special Tax Appeal Attorney - Chasan, Lamparello, Mallon & Cappuzzo
  - j. Borough Auditor - Lerch, Vinci, Bliss LLP
  - k. ZBOA Attorney - Giblin and Gannaio LLC
  - l. Planning Board Attorney - Giblin and Gannaio LLC
  - m. Borough Planner - Colliers Engineering and Design
  - n. Planning Board Planner - Neglia Associates
  - o. BOA Planner - Neglia Associates
  - p. Affordable Housing Planner – Go back out
  - q. Grant Writer / Consultant - Bruno Associates Inc
  - r. COAH Special Council -Go out
  - s. Planning Board Engineer - Neglia Associates
  - t. BOA Engineer - Neglia Associates
  - u. Rate Counsel - O'Toole Scrivo LLC (Schepisi)

- v. Special Rate Counsel - Chasan, Lamparello, Mallon & Cappuzzo
- w. Environmental Engineer - WSP USA
- x. Environmental Regulatory Compliance - H2M Architects and Engineers
- y. Electric Dept. Rate Engineer - Colliers Engineering and Design
- z. Water Dept. Rate Engineer - Colliers Engineering and Design

**Open Work Session adjourned at 7:52pm**

Councilman Fenwick made a motion to adjourn open session and seconded by Councilman Capilli confirm. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script, reading "Magdalena Giandomenico".

Magdalena Giandomenico  
Borough Clerk

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**ENGINEER'S REPORT****BOROUGH OF PARK RIDGE****Date of Report: December 13, 2022**

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**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.

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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 is preparing payment documents for the work completed to date and will be submitting the same in advance of 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 its 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.

Project design is complete and revised documents are being submitted to NJDOT and Bergen County Soil Conservation District by October 28, 2022. We are coordinating with the Borough of Woodcliff Lake to determine the final bid date.

**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 by December 31, 2022.

**e. NORTH 5<sup>TH</sup> 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 5<sup>th</sup> 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 5<sup>th</sup> 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 5<sup>th</sup> Street (Section II) has been completed. This project is complete and we are preparing NJDOT close-out documents for submission to the Borough.

**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 commenced preparation of the subdivision documents and will be meeting with the current property owner to confirm the subdivision layout.

**g. KINDERKAMACK ROAD ADA RAMPS / ROADWAY RESURFACING**

Construction of new ADA-compliant curb ramps along Kinderkamack Road has been substantially completed. Milling and resurfacing of Kinderkamack Road is substantially 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
- Johnsville Road
- Ann Terrace
- Braemar Drive
- Mountain Avenue (westerly section)
- Forest Street

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. GRANT STATUS

| PROJECT  | GRANT/YEAR  | ORD./RESO. | AMOUNT                                  | STATUS   | NOTES*  |
|--|---|------------|---|--|---|
| Glen Road Culvert                                      | 2015 NJDOT MA Grant   | TBD        | \$149,000                               | Addressing NJDEP design comments.  | NJDEP Land Use Permitting Acquired. Project to be bid ASAP.   |
| 2021 Road Improvement Program                          | 2021 MA NJDOT Grant   | TBD        | \$214,000                               | Grant Award Letter Received; Awaiting Grant Agreement                        | This included Leach Avenue Project is complete. NJDOT Close-out documents in progress.  |
| North Fifth Street – Phase II (NJDOT Funded)           | 2022 MA NJDOT Grant – North Fifth Street                            | TBD        | \$206,000                               | Design   | Project substantially completed. NJDOT Close-out documents in progress.   |
| North 5 <sup>th</sup> 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 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 2023    |

\*Status of reimbursements to be confirmed by Borough CFO.

We trust that you will find the above in order. However, should you have any questions, comments, or concerns, please do not hesitate to contact the undersigned.

Respectfully submitted,

**The Neglia Group**



John J. Dunlea, P.E.

For the Borough Engineer

Borough of Park Ridge