

Approved, December 22, 2020  
Municipal Building-Virtually  
Park Ridge, NJ

**MAYOR AND COUNCIL MEETING**  
**WORK SESSION**  
**December 8, 2020**  
**6:52P.M.**

Present: Councilmembers Epstein, Farinaro, Metzdorf, Mintz and Mayor Misciagna  
Absent: Councilmembers Capilli and Ferguson  
Also Present: Julie Falkenstern, BA  
Durene Ayer, Borough CFO  
Anthony Bocchi, Borough Attorney  
Magdalena Giandomenico, Borough Clerk  
John Dunlea, Engineer-Neglia

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

Opened Work Session adjourned to Closed Session at 6:52pm  
Opened Work Session reconvened at 7:10pm

**I. Engineers 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 have secured a proposal (dated November 16, 2020) from Gallas Surveying Group to update the survey. We are awaiting direction and authorization by the Borough prior to authorizing the Gallas Surveying Group proposal.

In addition to having the surveyor of record finalize the survey, our office requires the revised architectural plans to proceed with the project. We understand that the architect undertook revisions in early November 2020. Once the final survey and final architectural plans are received, our office would prepare the site / civil engineering construction documents.

**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. We anticipated a Spring 2021 construction schedule.

**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 lead to the potential 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. At this time, Neglia Engineering Associates is completing the project survey and has forwarded the Resolution to Advertise for consideration by the Mayor and Council. The project schedule will be as follows:

- Construction Documents to NJDOT for 30 Day Pre-bid Review - December 18, 2020
- Potential Document Availability- January 22, 2020
- Potential Bid Opening-February 17, 2020
- Potential Award- February 23, 2020

Pending weather conditions, we anticipate that project construction will proceed in Spring 2021.

**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 are anticipated to include the following roads:

- Leach Avenue - MA 2021 Grant funded
- DiBella Court - MA 2021 Grant funded
- Evelyn Street - MA 2021 Grant funded
- Windsor Drive - MA 2021 Grant Funded
- Midland Avenue - Municipally funded
- Randolph Street - Municipally funded
- Lakeview Avenue - 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) will be bid 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. Once the grant agreement is received by the Borough, our office will submit a proposal for professional services.

**e. INTER-MUNICIPAL TRAIL**

The project restart is temporarily on hold as SUEZ coordinates all final approvals with the NJDEP. Once a firm schedule becomes available, we will inform the Borough.

**f. MEMORIAL FIELD - TURF REPLACEMENT I REPAIR**

The project punch list work is complete other than the breakaway baseball / softball field basis. The contractor has informed our office that the COVID pandemic has created issues with respect to provide this product. Once a firm delivery date is known, we will inform the Borough.

- Councilman Ferguson and Councilwoman Epstein asked why there is a change order totaling \$16,722.34 and wanted to have more clarification. The following resolutions were pulled from the agenda until there is further clarification from the engineer: (1) Res. No. 020-282 – Authorizing Change Order No. 1 – Memorial Turf Field Expansion and (2) Res. No. 020-284 – Authorizing Voucher No. 3 – Memorial Turf Field Expansion - Your Way Construction

**g. PARK AVENUE BRIDGE REPAIR (EAST OF BOROUGH HALL)**

Neglia Engineering Associates has prepared the engineering plans and specifications for this bridge repair and railing replacement project. Our office issued a Resolution to Advertise for consideration by the Governing Body at the December 2020 Mayor and Council meeting. We anticipate a Winter 2021 bid schedule with construction proceeding in Spring 2021.

**h. ELECTRIC LAKE DREDGING**

The NJDEP wetlands and flood hazard area investigation, field survey work, and office survey work are complete. The final survey for this project has been prepared and issued. At this time, an NJDEP Pre- Application meeting to confirm the extent of required permitting could be scheduled if the Borough would like to proceed with this project. In addition, we respectfully request copies of title information for the Lake Parcel, identified on the tax maps as Block 1402, Lot 1 for purposes of permitting.

**1. 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.

At this time, the Borough of Woodcliff Lake has proceeded to prepare a boundary survey 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.

## 2. GENERAL ENGINEERING

### a. NEW NJDEP STORMWATER MANAGEMENT ORDINANCES

The NJDEP released a revised Stormwater Management Ordinance that must be adopted by all municipalities by March 3, 2021. The Borough shall adopt the sample ordinances as provided by the NJDEP. We have forwarded a copy of the draft ordinance for use by the Borough.

### b. MILL POND - NJDEP DAM SAFETY ANALYSIS

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 based on the minimal comments from the NJDEP will be submitted within the upcoming month. The inundation mapping remains to be completed. 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.

#### 1. GRANT STATUS

PROJECT	GRANT/YEAR	ORD./RESO.	AMOUNT	STATUS	NOTES*
Mill Road (Section 4) (Quackenbush to Pascack)	2018 NJDOT MA Grant	Ord. 19-10 (1) Reso. 019-061	\$138,822	NJDOT Closeout	NJDOT closeout being processed.
2018 CDBG Road Program (Terrace St, Oakland St, Woodland St)	2018 CDBG Grant	Ord. 19-10 (2) Reso. 019-061	\$83,563	CDBG Reimbursement Pending	Final reimbursement pending approval from Bergen County.
Glen Road Culvert	2015 NJDOT MA Grant	TBD	\$149,000	Design	Boundary Survey underway by Woodcliff Lake.
Park Avenue Streetscape (Same project as above)	2016 TAP Grant	TBD	\$357,000	Contract to be awarded	CME initiating design process.
Inter-Municipal Trail Park Ridge - Woodcliff Lake	2017NJDEP Recreational Trails Program	Ord. 16-11	\$24,000 each Park Ridge & Woodcliff Lake	Construction scheduled	Construction to restart pending SUEZ and NJDEP action.
2020 Roadway Improvement Program	2020MA NJDOTGrant	TBD	\$215,000	Bid Phase Occurring	NJDOT funded roads include Split Rock Lane, Linden Avenue & Roland Street. Contract award deadline is November 21, 2021.
North Fifth Street (NJDOT Funded)	2019MA NJDOT Grant - North Fifth Street	TBD	\$207,000	Design	NJDOT funded roadway project. Contract award deadline is March 25, 2021.

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.
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.

- Status of reimbursement to be verified by the CFO

### **Open Work Session adjourned at 7:19pm**

On a motion made by Councilwoman Epstein and Seconded by Councilman Farinaro to confirm.  
Motion carried unanimously.

Respectfully submitted,



Magdalena Giandomenico