

Approved, July 12, 2022

53 Park Ave
Park Ridge, NJ

MAYOR AND COUNCIL MEETING
WORK SESSION
JUNE 28, 2022
6:47 P.M.

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

Absent: Mayor Misciagna and Councilmember Capilli

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

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

1. **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 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. 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
- 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 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. We anticipate awarding this project at the June 28, 2022 Mayor and Council meeting, should sufficient funds be available upon review of the low bid amount.

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. 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 5TH 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. Contract award deadline is November 21, 2022.
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

3. **Bottinor Property:** Borough Attorney stated he has not heard back yet from Bottinor representative, Councilman Fenwick will reach out to the owners.
4. **Water Utility Bond:** Councilman Fenwick wanted to verify that anytime water utility bonds there is language included which allows the debt to be paid of by any grants received. Borough Administrator informed the Councilman Steve Rogut always includes such language.
5. **Tennis Courts:** Council President Metzdorf stated that the tennis courts should be completed in August, but there will be no lights. Councilman Ferguson stated he is concerned that there are no lights on the path down to the football field. A discussion

ensued. Borough Administrator Falkenstern suggested Councilman Ferguson meets with the Director of Operations and a school representative.

6. **Police Department:** Council President Metzdorf informed everyone that the Police Department will be hiring two new officers in July, the two candidates were chosen. The active threat presentation done by the Captain was very informative.
7. **Billings and Collections:** Council President Metzdorf informed everyone that Tom Mazarrella is getting ready to send out the next batch of delinquent notices/shut-offs. It looks like they will have collected \$336,565 in delinquent charges since his first aging report on 5/15. Our outstanding balances are starting to look much better. Tommy will be on vacation next week, so he will be using a shut-off date of 7/15. There will be plenty of time for me to respond to customer's when he returns, and there won't be any interruption in service while he is away.
8. **Utility Vehicles:** Council President Metzdorf stated that some Councilmembers were concerned about the resolution authorizing the purchase of two Tahoes. Councilman Ferguson said that since the utility just had to increase rates on the resident users, it looks bad and sends a bad precedent. He would like the utilities to explore prices for pickup trucks, hybrid suvs, ev charging ones and any available grants. Councilwoman Epstein would also like a cost comparison of other vehicles as well.

Open Work Session adjourned at 7:42pm

Councilwoman Fenwick made a motion to adjourn open session into closed session and seconded by Council President Metzdorf confirm. Motion carried unanimously.

Respectfully submitted,



Magdalena Giandomenico
Borough Clerk