

53 Park Ave  
Park Ridge, NJ

**MAYOR AND COUNCIL MEETING**

**WORK SESSION**

**August 9, 2022**

**7:00 P.M.**

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

**Absent:** Councilmember Capilli and Councilmember Ferguson

**Also Present:** Magdalena Giandomenico, Borough Clerk  
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**

**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
- Fairview Avenue - Municipally Funded
- Sibbald Drive - Municipally Funded
- Hall Court - Municipally Funded
- North 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-NJ DOT 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. Construction has commenced and Sibbald Drive and Hall Court will be milled and paved during the week of August 8, 2022. Additionally, drainage work along Leach Avenue and North Avenue is currently underway. To allow for adequate trench settlement, Leach Avenue and North Avenue, as well as Fairview Avenue, will be milled and paved during in September 2022.

**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. 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. This project will be bid in September 2022.

**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™ STREET (SECTION II) - NJ DOT MUNICIPAL AID GRANT FUNDED**

The Neglia Group previously 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.

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. We anticipated construction will be commencing in the next 1-2 weeks and we anticipate completion of construction by early September, weather permitting.

**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 currently underway and we are coordinating receipt of title documents. 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

**2. GENERAL ENGINEERING**

**a. MEMORIAL FIELD SOCCER GOALS / ACCESSORIES**

As requested, our office is working to procure quotes for soccer goals with wheel kits to be utilized at Memorial Field. We anticipate that two (2) regulation-sized soccer goals and four (4) youth-sized soccer goals will be purchased by the Borough. Should additional accessories be required, we would respectfully request that the Borough us notify us and we will procure quotes for the same.

**b. RELOCATION OF NJTRANSIT BUS STOP AT THE JAMES**

Our office has been assisting with coordination related to relocation of the NJTRANSIT bus stop located at the James. It was previously determined that the bus stop would be relocated to the intersection of Kinderkamack Road and Madison Avenue. Furthermore, based upon a meeting with Bergen County, the bus stop in the vicinity of the intersection of Kinderkamack Road and Park Avenue will be eliminated. The bus stop relocation and removal was coordinated with NJTRANSIT and Bergen County, as Kinderkamack Road is a County road. The relocation was approved at the July 6, 2022 Bergen County Commissioners meeting via Resolution No. 641-22.

**c. RIDGE AVENUE AND NORTH 5TH STREET SINKHOLE - EMERGENCY REPAIR**

On June 13, 2022 our office was notified by the Borough of Park Ridge DPW of a significant sinkhole which had developed at the intersection of Ridge Avenue and North 5th Street. A steel plate was placed over the sinkhole and our office inspected the sinkhole on the morning of June 14, 2022. During this inspection, it was determined that the sinkhole was the result of a collapsed stormwater pipe and associated eroded roadway subgrade material. Our office notified Joseph M. Sanzari, Inc. and coordinated replacement of the pipe and repair of the sinkhole. While a portion of the roadway was closed on June 14, 2022 into the early hours of June 15, 2022, the repair work was completed and the roadway was re-opened for routine school traffic on June 15, 2022. However, it shall be noted that the pipe that had collapsed was back-pitched during the pre-repair conditions. This appears to have been the result of a gas main which traverses directly over stormwater pipe. Due to elevations within existing manholes and inlets at this intersection, we

were unable to address the backpitched pipe during the repair work. However, our office is evaluating options to address the backpitched pipe so that positive flow can be established. At this time, a new pipe has been installed and the roadway subgrade has been repaired and base course pavement has been installed. To date, the construction costs for this project total \$22,249.86.

Our office has surveyed the subject intersection and has prepared a design and construction cost estimate to provide a permanent solution to address the above-referenced backpitched pipe. Based upon the additional scope of work required to complete this project, we anticipate construction costs totaling \$40,200.00. Upon authorization, our office will notify the contractor to proceed with this work.

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.
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. Project has been awarded.
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

2. **Police Overtime:** Council President Metzdorf spoke about the status of the police overtime line budget item. The CFO informed everyone that as of July 31, 2022 the police overtime is at \$95, 000 expended. There was also an officer who was out on workers comp and then left the police force. A discussion ensued.
3. **Utility:** Council President Metzdorf spoke about a presentation Colliers Engineering did for the Utility Board regarding the Park Ridge Mill Rd substation upgrades that are necessary. They spoke about current conditions and the need of a new transformer and a switchgear. The water restrictions are still in place and Well 18 and Well 14 were tested for the PFOS levels with the temporary treatment in place. H2M is designing the permeant treatment design.

4. **Business Insurance Registration:** Councilman Fenwick spoke about the new law requiring all business owners and owners of multifamily rental units to maintain certain levels of liability insurance. In addition, the new law requires that all business owners and owners of multifamily rental units annually register a certificate of insurance with the municipality where the business or rental unit is located. Borough Clerk stated the building Department is aware and we emailed the Borough attorney. Since we have 90 days to implement this all of the County Clerk's will share who comes up with what policy.

**Open Work Session adjourned at 7:46 pm**

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

Respectfully submitted,



Magdalena Giandomenico  
Borough Clerk