

Approved, October 11, 2022

53 Park Ave  
Park Ridge, NJ

**MAYOR AND COUNCIL MEETING**  
**WORK SESSION**  
**September 27, 2022**  
**7:00 P.M.**

**Present:** Councilmember Fenwick, Councilmember Cozzi, Councilmember Capilli,  
Councilmember Ferguson and Council President Metzdorf

**Absent:** Councilmember Epstein and Mayor Misciagna

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

**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 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. 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 5<sup>TH</sup> 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 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

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

Construction of new ADA-compliant curb ramps along Kinderkamack Road has been substantially completed. As such, we anticipate that milling and paving of Kinderkamack Road will be completed within the month of October. We have reached out to Bergen County to confirm the same. Additionally, our office is coordinating additional parking along Kinderkamack Road with the County.

**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.

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	Project Substantially Completed

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. **Street Peddlers:** Councilman Fenwick stated he has questions about street peddlers and asked what the requirements is. The need to first obtain a certificate of registration with the Police Department prior to any such solicitation a solicitation application.
3. **Utility-Planning Board:** Council President Metzdorf spoke about the planning board meeting where the Utility Board came before them to speak about the Mill Rd substation upgrades that are necessary, the new transformer was approved.
4. **School:** Councilman Capilli stated that the schools received 21 additional children from the James, and the schools will do a study to see what the new townhouses will yield with school aged children and come up with a plan.
5. **PKRG:** Councilman Ferguson stated that PKRG would like to do a PSA promoting COVID vaccines and flue shots. All in favor.
6. **Corrective Action Plan:** council reviewed the submitted corrective action plan. Councilman Fenwick stated that the Borough will pursue the overpayments.

**Open Work Session adjourned at 7:25 pm**

Councilman Capilli 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