

**BOROUGH OF WESTWOOD
WORK MEETING OF THE MAYOR & COUNCIL
OCTOBER 28, 2014 MINUTES
MUNICIPAL COMPLEX
101 Washington Avenue
7:30 PM Executive Closed Session/8:00 pm Public Session**

1. Opening of the Meeting:

The meeting was called to order by Mayor Birkner at 7:30 pm. Mayor Birkner then read the Open Public Meetings Law Statement: "This meeting which conforms with the Open Public Meetings law, Chapter 231, Public Laws of 1975, is a regular Borough Council meeting. Notices have been filed with our local official newspapers and posted on the municipal bulletin board."

2. Roll Call:

Mayor Birkner – Present
Councilmember Arroyo – Present
Councilmember Bicocchi – Absent
Councilmember Grefrath – Present
Councilmember Miller – Absent
Councilmember Owens - Present
Council President Waneck – Present
Borough Administrator Hoffmann – Present
Borough Attorney Huntington – Present
Borough Clerk Hughes – Present

Committee Assignments:

Police & Emergency Management
Land Use
Finance, Administration & Capital Projects
Fire & Ambulance
Health & Recreation
Public Properties

3. Resolution #14 - 256: Executive Closed Session

Motion to adopt Resolution #14-256: Council President Waneck Second: Councilmember Owens

Roll Call: Councilmember Arroyo – Yes Councilmember Bicocchi – Absent
 Councilmember Grefrath – Yes Councilmember Miller – Absent
 Councilmember Owens- - Yes Council President Waneck – Yes

4. Reopen the Meeting:

Motion to reopen the meeting: Council President Waneck Second: Councilmember Arroyo

Voice Vote: A voice vote was taken with all present voting in the affirmative.

The time was 8:22 pm

5. Roll Call II:

Mayor Birkner – Present / Councilmember Arroyo – Present / Councilmember Bicocchi – Absent /
Councilmember Grefrath – Present / Councilmember Miller – Absent / Councilmember Owens -
Present / Council President Waneck – Present / Borough Administrator Hoffmann – Present /
Borough Attorney Huntington – Present / Borough Engineer Senkevich – Present / Borough Clerk
Hughes - Present

6. Flag Salute

Mayor Birkner led those present in the salute to the flag.

7. Reports of Committees and Officials:

A) Mayor's Report

1) Fire Department Blanket

Before introducing the Westwood Fire Department Ladies Auxiliary, Mayor Birkner praised the Fire Department's pancake breakfast held on October 25th. He then introduced Mrs. Mawdsley, who

presented a Westwood blanket to the Borough for display and reviewed the landmarks on it. The blankets are being sold for \$40 by the Ladies Auxiliary.

2) Parking

Mayor Birkner said he has been discussing with Councilmember Arroyo the idea of the Parking Authority spearheading a global parking study. Councilmember Arroyo agreed that the Parking Authority is the appropriate agency to start the conversation.

3) Rodents

Mayor Birkner introduced Fran Yates of 72 Harding Avenue. Mrs. Yates discussed her concern with rats and rodents in the neighborhood abutting the Pascack Brook. Mayor Birkner said the matter would be remanded to the Board of Health for their investigation and recommendation.

B) Engineer's Report

Mayor Birkner expressed condolences to Dr. Boswell over the death in his family.

1) Biweekly Report

Mr. Senkevich reviewed the biweekly report, a copy of which is attached.

2) ADA Ramps

Mr. Senkevich reported that the ADA ramps would be delayed until spring due to the PSEG work and drainage project on Fourth. Councilmember Owens asked if the ramps on Harrington could be done in the interim. Mr. Senkevich explained that the contractor wants to do all the ramps at once.

3) Fourth Avenue Drainage

Mr. Senkevich reviewed the Fourth Avenue drainage project parameters and the traffic detours. The project should take 6 weeks and will drain the runoff from Emerson roads.

4) Landfill Monitoring

Councilmember Owens asked for a breakdown of the \$80,000 being budgeted for 2014 landfill monitoring. Mr. Morris explained that there is an \$18,000 subcontractor cost.

C) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects:

a) Elm Street Traffic Pattern Change

Councilmember Grefrath thanked Mr. Hoffmann for discussing with Zion Lutheran the proposed change to make Elm Street two-way. Councilmember Grefrath does not believe it is necessary to wait until after the reconstruction of the road. Upon further discussion it was determined to institute the change to the traffic pattern as soon as possible. A resolution was added to the consent agenda.

Mayor Birkner left at 9:09 pm.

b) Time Capsule

Councilmember Grefrath asked for input on when to open the time capsule. Council President

Waneck suggested he just pick a year.

c) PSEG Work on Kinderkamack

Councilmember Grefrath suggested that the PSEG project be stopped on Kinderkamack Road until after the holidays. Mr. Hoffmann will contact the scheduler and find out when the work is planned. The contractor does not show it on their three week schedule.

d) Veterans Park

Councilmember Grefrath asked Mr. Hoffmann about available grants for the next phase of Veterans Park. Mr. Hoffmann said the only grant currently available would be the CDBG. He noted that the League has a grant advocacy program. He will meet with their grantkeeper during the League of Municipalities conference.

2) Health and Recreation:

No report.

3) Land Use:

a) Land Use Boards Update

Councilmember Arroyo reported for Councilmember Bicocchi that the storage facility on the former Teledyne property was approved.

4) Public Properties:

a) Interlocal Agreement for Mechanical Services

Council President Waneck distributed copies of a sample interlocal agreement with Paramus to perform mechanical repairs. The benefits include a lower hourly rate, a quicker turnaround, and specialized equipment that can accommodate more varied vehicles including fire trucks. Mr. Hoffmann believes it is a good value for the Borough. Councilmember Owens asked how many towns use Paramus' services. Mr. Hoffmann said over 20. They repair a lot of specialty equipment rather than whole fleets for those municipalities.

5) Police and OEM:

a) Police Update

Councilmember Arroyo reported that the Police Department is undergoing training to utilize Narcan for heroine overdoses, and should be ready to do so by the end of November.

b) Police Escrow

Mr. Hoffmann reported that the escrow payment for the PSEG project police detail are caught up. Another payment is due next week to allow for draw down for future payrolls. Councilmember Arroyo asked how the amount is derived. Mr. Huntington said it is by good faith estimate. Councilmember Arroyo asked if it is based on a percentage of the job. Mr. Huntington said so far it is based on what is perceived to be a reasonable schedule. Mr. Hoffmann said for road construction it is easier to estimate. With this PSEG project, they were unable to estimate the hours since it was an unprecedented project. Councilmember Owens asked at what point the escrow is replenished. Mr. Hoffmann said \$30,000 will be deposited next week. Councilmember Owens asked the dollar amount that triggers a check. Mr. Hoffmann said between \$10,000 - 15,000. He

noted that the PSEG signoffs and turnaround time has improved to three business days to provide an escrow check. Mr. Huntington said once the contractor is finished downtown the Borough will not be so bashful about shutting down the project, and the problem will go away. Mr. Hoffmann pointed out that there will be less traffic duty on the residential streets. Councilmember Arroyo urged Mr. Hoffmann to stay on top of the escrow accounting.

c) CERT

Councilmember Arroyo asked the status of the CERT applications. Mrs. Hughes has received all but two and will forward them to the Police for the background check tomorrow. Councilmember Arroyo said the plan is to appoint the team in time for Home for the Holidays deployment.

D) Attorney's Report

No report.

E) Administrator's / Clerk's Report

1) PSEG Paving Schedule

Mr. Hoffmann said the goal of the Borough is to coordinate with PSEG and the County to maximize paving dollars and pave the whole width of streets. Council President Waneck asked if plates will be gone before plow season. Mr. Hoffman said yes. Council President Waneck has asked the DPW Superintendent to put together a map showing the PSEG work, the recently paved streets, and the 15-year plan for paving. Councilmember Owens said he doesn't want to lose the streets that need paving but haven't been touched by PSEG. Council President Waneck thinks the map will help. Mr. Huntington said there is an opportunity to bid and attach to their work. Council President Waneck noted PSEG has already said we can incorporate our paving into theirs. Mr. Hoffmann said they are out to bid right now. Councilmember Arroyo asked if they can amend their contract. Mr. Huntington said not that much, but the Borough can out to bid in the hope that their contractor is the low bidder for our paving.

2) Lafayette Avenue Pothole

Councilmember Owens relayed a request by a resident on Lafayette Ave to address a pothole that is getting worse despite being repaired.

3) Fourth Avenue Drainage

Mr. Hoffmann related that the paving for the Fourth Avenue drainage project may have to wait until spring.

4) Middlesex Cooperative Utility Bill Audit

Mr. Hoffmann explained how a cooperative pricing agreement with Middlesex County would be advantageous for the Borough. Council President Waneck was skeptical whether it would work out. Mr. Hoffmann said we wouldn't know if we didn't try.

5) Roadway Solicitation

Mrs. Hughes explained the need to create a roadway solicitation ordinance for the Borough to comply with County requirements to hold coin collections on County roads.

6) Fire Hydrants

Councilmember Owens asked if the Borough pays for fire hydrant certification. Mr. Hoffmann said we pay an annual fee. Councilmember Owens asked whether the Borough could perform the hydrant testing. Mr. Hoffmann was tasked to look into it.

7) Ford Property

Councilmember Arroyo asked if the Police Chief had seen a plan for the upcoming construction at the former Ford property and whether traffic details would be necessary. Mr. Huntington said public safety and traffic are discussed as part of the developers agreement. Part of the process for obtaining a demolition permit is to establish a truck route with the Police. Councilmember Arroyo said the Chief is unaware. Mr. Huntington said the demo permit is not issued without a signoff. Councilmember Arroyo asked about a bond. Mr. Huntington explained that bonds are only for public improvements, but the Borough is as liberal as possible in the developers agreement to include improvements on-site that have off-site implications.

8. Agenda/Public Forum:

Motion to open Agenda/Public Forum: Councilmember Arroyo Second: Councilmember Owens
Voice Vote: A voice vote was taken with all present voting in the Affirmative.

No one wished to be heard.

Motion to close Agenda/Public Forum: Councilmember Arroyo Second: Councilmember Owens
Voice Vote: A voice vote was taken with all present voting in the Affirmative.

9. Ordinances of First & Final Reading:

Ordinances for Adoption

14-28 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey, Providing For The Monitoring Of Landfill Emissions For The Borough Of Westwood And Appropriating \$80,000 Therefor And Providing For The Issuance Of \$76,000 In Bonds Or Notes Of The Borough Of Westwood To Finance The Same

BE IT RESOLVED that Ordinance #14-28 entitled “An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey, Providing For The Monitoring Of Landfill Emissions For The Borough Of Westwood And Appropriating \$80,000 Therefor And Providing For The Issuance Of \$76,000 In Bonds Or Notes Of The Borough Of Westwood To Finance The Same” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Grefrath Second: Councilmember Arroyo
Voice Vote: A voice vote was taken with all present voting in the affirmative.

Public Comments:

No comments.

Motion to close the public hearing: Councilmember Grefrath Second: Councilmember Arroyo
Voice Vote: A voice vote was taken with all present voting in the affirmative.

BE IT RESOLVED that an Ordinance known as #14-28 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

Motion for final adoption: Councilmember Grefrath Second: Councilmember Arroyo
Roll Call: Councilmember Arroyo – Yes Councilmember Bicocchi – Absent
Councilmember Grefrath – Yes Councilmember Miller – Absent
Councilmember Owens - Yes Council President Waneck – Yes

14-36 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey, Providing For The Acquisition Of Audio/Video Equipment For The Borough Police Department And Other Related Expenses In And For The Borough Of Westwood And Appropriating \$47,000 Therefor, And Providing For The Issuance Of \$44,650 In Bonds Or Notes Of The Borough Of Westwood To Finance The Same

BE IT RESOLVED that Ordinance #14-36 entitled “An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey, Providing For The Acquisition Of Audio/Video Equipment For The Borough Police Department And Other Related Expenses In And For The Borough Of Westwood And Appropriating \$47,000 Therefor, And Providing For The Issuance Of \$44,650 In Bonds Or Notes Of The Borough Of Westwood To Finance The Same” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Grefrath Second: Council President Waneck
Voice Vote: A voice vote was taken with all present voting in the affirmative.

Public Comments:

No comments.

Motion to close the public hearing: Councilmember Grefrath Second: Councilmember Arroyo
Voice Vote: A voice vote was taken with all present voting in the affirmative.

BE IT RESOLVED that an Ordinance known as #14-36 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

Motion for final adoption: Councilmember Grefrath Second: Councilmember Owens
Roll Call: Councilmember Arroyo – Yes Councilmember Bicocchi – Absent
Councilmember Grefrath – Yes Councilmember Miller – Absent
Councilmember Owens - Yes Council President Waneck – Yes

10. Presentation of Bills, Financial Reports and Resolutions:

Councilmember Grefrath asked if there were any resolutions to add to the Consent Agenda. He stated that any Councilmembers who wished to remove any Resolution(s) to be voted upon separately could do so at this time, otherwise the Consent Agenda would be enacted in one motion. Resolutions k and l were added at this time.

Resolutions as Consent Agenda:

- a) **Resolution #14 - 257: Bill List & Statement of Cash**
- b) **Resolution #14 - 258: Authorize Release of Maintenance Guarantee - Black Biscuit (Massage Envy)**
- c) **Resolution #14 - 259: Westwood Fire Department - Matters of Personnel**
- d) **Resolution #14 - 260: Taxi Licenses - NA Limo, Inc.**
- e) **Resolution #14 - 261: Approval of Ms. Schuler-Dalverny Request of Consume Alcoholic Beverages on Public Property for a 1st Birthday Party**
- f) **Resolution #14 - 262: Approval of Amusement Device Licenses - KMart**
- g) **Resolution #14 - 263: Resolution Expressing the Importance to Recognize the Strength of Local Pension Funding in Regards to Recommendations from Governor Christie's Pension & Health Benefit Study Commission**
- h) **Resolution #14 - 264: Authorizing the Execution of Various Documents in Connection with the Bergen County Improvement Authority's Bergen Municipal Bank Program**
- i) **Resolution #14 - 265: Authorizing the Hiring of Part Time Custodians**
- j) **Resolution #14 - 266: Authorizing the Borough of Westwood to Enter into a Cooperative Pricing Agreement**
- k) **Resolution #14 - 267: Authorizing Agreement with Phoenix Advisors for SEC Mandated Review**
- l) **Resolution #14 - 268: Converting Elm Street to Two-Way on a Trial Basis**

Motion to adopt resolutions #14-257 through #14-268: Councilmember Grefrath

Second: Councilmember Arroyo

Roll Call: Councilmember Arroyo – Yes Councilmember Biccocchi – Absent

Councilmember Grefrath – Yes Councilmember Miller – Absent

Councilmember Owens – Yes Council President Waneck – Yes

11. Adjournment:

Motion to adjourn: Councilmember Arroyo Second: Council President Waneck

Voice Vote: A voice vote was taken with all present voting in the affirmative.

The time was 9:43 pm.

Attest:

(signed) Karen Hughes

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk