

BOROUGH OF WESTWOOD
WORK MEETING OF THE MAYOR & COUNCIL
AUGUST 2, 2011 MINUTES
MUNICIPAL COMPLEX
101 Washington Avenue
7:30 PM Executive Closed Session/8:00 pm Work 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:

Committee Assignments:

Mayor Birkner – Present	
Councilmember Grefrath – Excused Absence	Finance, Administration & Capital Projects
Councilmember Phayre - Present	Public Properties
Councilmember Quinn - Present	Health & Recreation
Councilmember Sciara - Present	Fire & Ambulance
Councilmember Waneck - Present	Land Use
Council President Miller - Present	Police & OEM
Borough Administrator Hoffmann – Present	
Borough Attorney Huntington - Present	
Deputy Borough Clerk Holmes - Present	

3. Resolution #11 - 177: Executive Closed Session

Motion: Councilmember Sciara Second: Councilmember Phayre

Roll Call: Councilmember Grefrath – Absent	Councilmember Phayre - Yes
Councilmember Quinn – Yes	Councilmember Sciara - Yes
Councilmember Waneck – Yes	Council President Miller – Yes

4. Reopen the Meeting:

Motion to reopen the meeting: Councilmember Sciara Second: Councilmember Waneck

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

The time was 8:25 pm.

5. Roll Call II:

Mayor Birkner – Present
Councilmember Grefrath – Excused Absence
Councilmember Phayre - Present
Councilmember Quinn – Present
Councilmember Sciara – Present
Councilmember Waneck - Absent
Council President Miller - Present
Borough Administrator Hoffmann – Present
Borough Attorney Huntington - Present
Borough Engineer Boswell- Present
Deputy Borough Clerk Holmes – 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) Consolidating Police Department Services

Mayor Birkner advised that Council President Miller would report on a meeting that he attended in the Mayor's absence with regards to the consolidation of police department services. This was an informational meeting that arose from a Shared Services sub committee meeting.

2) HUMC

Mayor Birkner informed that the State has not gotten back to HUMC with regard to the questions in order to complete the Certificate of Need. The process is moving forward and is to be completed by August 6, 2011.

3) Pascack Valley Waterway Task Force

Councilmember Waneck mentioned that a meeting has been set up with the Pascack Valley Waterway Task Force members for August 11, 2011. Mayor Birkner feels confident that the process of reviewing data and discussing the policies and procedures for the operation of the Woodcliff Lake dam is moving forward. He will report further at the August 16th Mayor and Council meeting.

B) Engineer's Report

1) Bi-weekly Report

Dr. Boswell reviewed the bi-weekly report, a copy of which is attached.

2) Bike Path

Dr. Boswell reviewed the three issues with the bike path, which are the lack of the thickness of the asphalt and the cost of the asphalt itself; the loss of structural component; and the geo-textile fabric. Dr. Boswell received the plans that indicate that the geotextile fabric was positioned well below where it would normally be placed.

3) Broadway/Park Avenue/Madison Avenue Intersection Improvements

Discussion was held regarding Broadway, Park Avenue, and Madison Avenue intersection improvements and the projected cost. Dr. Boswell clarified that a recommendation to do all the work at the same time was given in order to save money but it is not a requirement.

Councilmember Waneck stated that the amount is substantial and asked if the county is still interested in closing Madison Avenue. Dr. Boswell confirmed that the County would like Madison Avenue closed off. Discussion continued on the closing off of Madison Avenue and its affects and also to finding appropriate accommodations for library and commuter parking.

C) Vallis re: Langner Place

Mr. Huntington explained that the Vallis Family has requested that the Borough vacate the stub of Lagner Place so that the Vallis' can take the half that would fall to them and use it to build on what is at present an un-buildable lot due to wet land restrictions. He pointed out that while the neighbors had been notified of the discussion the situation is not like an application in front of the planning board and the Governing Body is under no obligation to vacate the property. The current informal proceedings are to determine whether to go through with the formal procedure of vacating the property would advance the health, safety and well being of the Borough.

Mr. & Mrs. Vallis provided an overview of the situation facing them and stressed their willingness to comply with all that may be asked of them.. Dr. Boswell pointed out that he has not seen any engineering plans. Mr. Huntington believes that a frontage problem might arise. Mr. Vallis agreed to gather the information and return before the Council.

Mayor Birkner opens up the floor for public comment regarding this project.

Ann Borosky, 159 Forest Avenue - voiced concern with the flooding impact this construction will have in regards to her property.

Michael McGregor, 188 Fourth Avenue – also voiced concern with potential flooding.

Mike Abernathy, 106 Lagner Place – discussed a list of concerns including the impact on aesthetics, the sewer system, and wildlife.

Michael McGregor, 188 Fourth Avenue- asked if the decision would be made tonight. Mr. Huntington explained that the decision would not be made at this time.

Councilmember Sciara wanted to express his opinion on the desire to follow protocol that would alleviate the flooding problems that already exist and the desire not to create any new situations. Councilmember Waneck concurs and would like it known that the project would need a number of positive qualities before she would consider such a plan.

Mayor Birkner thanks all the residents for their input.

D) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects:

Mayor Birkner noted that Councilmember Grefrath was on vacation.

2) Police and OEM:

a) Consolidating Police Department Services

Councilmember President Miller elaborated on the County shared services study grant program. Mayor Birkner noted that the Borough was interested in dispatching, which originally was not included in the grant but may now be eligible.

3) Fire and Ambulance:

a) Ambulance Corps Update

Councilmember Sciara reported on the Volunteer Ambulance Corp. Carnival.

4) Public Properties:

a) Wheeler and Trenton Drainage Issue

Councilmember Phayre reported on a drainage issue on Wheeler Avenue and Trenton which creates a flooding condition. He will ask Mr. Woods to provide the Governing Body with a complete perspective of the work to be done and prices.

b) Street Signs

Councilmember Phayre and Mr. Hoffmann discussed the need to replace 8 street signs and poles and what can be done at this time to provide funding for the project. It was determined that further discussion would be held after Mr. Woods provides his perspective.

5) Land Use:

a) Energy Audit Report

Councilmember Waneck reviewed the energy audit report. She pointed out that the Borough has reduced the kilowatt hours being generating this year compared to 2009. The benchmarks are rudimentary but Councilmember Waneck believes that the Borough will continue to see improvement. Councilmember Miller voiced concern that lights are not being turned off. Mr. Hoffmann will look into the situation.

6) Health and Recreation:

a) Recreation Update

Councilmember Quinn reported on the Movies in the Park.

b) Westvale Park Grand Opening Dates

Councilmember Quinn feels that the dates for the grand opening of Westvale Park should be picked after a more firm date has been given for the completion of the park. A target date could be the end of October or beginning of November.

c) Westvale Park Sign

Councilmember Quinn reported on discussion regarding the sign to be installed at Westvale.

She is in favor of using the Borough colors. Councilmember Waneck's recommendation to include "The Borough of Westwood" will also be taken into consideration.

d) Westvale Steering Committee

Councilmember Quinn suggested that the need for the committee is now obsolete.

E) Attorney's Report

1) Garbage Collection Fees - Condo's

Mr. Huntington advised on the status of the condo recycling matter.

F) Administrator's / Clerk's Report

1) Doggie Bags

Administrator Hoffmann reported that 6,000 bags have been used up to date. More have been purchased and will be put out in smaller quantities. Councilmember Waneck reported on the usage and how it will be managed.

2) Best Practices Checklist

Mr. Hoffmann advised that the Best Practices Checklist has been prepared for submittal. Councilmember Waneck asked if items previously answered "No" continue to be "No" answers. Administrator Hoffmann responded that some changes had occurred and discussed the reasons for the "No" answers. Discussion continued on some solutions to change "No" answers to "Yes" answers.

3) Updated Table of Organization

Administrator Hoffmann asked if anyone had any suggestions on the Organizational chart. Councilmember Waneck agrees with Council President Miller's request that specific notations need to be added.

4) HRA Savings

Mr. Hoffmann reported that the Borough has been able to reduce insurance premiums due the HRA plan. Projections point to a possible return. A meeting will be held in August to discuss the trend analysis. All information was not made available by Aetna at this time.

5) Shared Services

Mr. Hoffmann reported that the Pascack Valley Administrators will be looking into shared services for 2012.

6) 2012 CD Block Grant Application

Mr. Hoffmann spoke to the Community Development representatives and was advised that the funds would not be available in 2012 to be used for curbs. A 40% chance exists to receive the

grant for barrier removal. Councilmember Waneck asks to be included in the meeting notices.

7) Open Space Funding Application

Mr. Hoffmann reported that Open Space funding available to the Pascack Valley is \$120,000.00. The application is due September 1.

8. Agenda/Public Forum:

Motion to open the Agenda/Public Forum: Council President Miller

Second: Councilmember Phayre

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

No one wished to be heard.

Motion to close the Agenda/Public Forum: Councilmember Sciara

Second: Council President Miller

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

9. Presentation of Bills, Financial Reports and Resolutions:

Mayor Birkner advised that the following Resolutions would be enacted in one motion. Councilmembers who wished to remove any Resolution(s) to be voted upon separately, had the opportunity to do so at this time, and said Resolutions would be considered separately.

Council President Miller felt resolution "c" did not reflect the changes requested. Councilmember Waneck also had concerns. It was removed from the consent agenda.

Resolutions as Consent Agenda:

- a) **Resolution #11 - 178: Bill List & Statement of Cash**
- b) **Resolution #11 - 179: Authorize Gov Deals for Electronic Auction**
- d) **Resolution #11 - 180: Deputy Borough Clerk Stipend**
- e) **Resolution #11 - 181: Authorize Bid for Construction of Playground & Purchase of Playground Equipment**
- f) **Resolution #11- 182: Adopt a Formal Safety Procedure for Park & Recreation Facilities Inspection**
- g) **Resolution #11 - 183: Approval To Submit A Grant Application And Execute A Grant Agreement With The New Jersey Department of Transportation for the Improvements to Roosevelt Avenue, Section 2 Project**
- h) **Resolution #11 - 184: Authorize Municipal Representative for Open Space Committee**
- i) **Resolution #11 - 185: Authorization to Apply for Open Space Grant for Westvale Park Improvements**

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Work Meeting of the Mayor and Council
August 2, 2011

Motion to adopt resolutions #11-178 through #11-185: Councilmember Sciara

Second: Council President Miller

Roll Call: Councilmember Grefrath – Absent Councilmember Phayre - Yes
 Councilmember Quinn – Yes Councilmember Sciara - Yes
 Councilmember Waneck – Yes Council President Miller – Yes

10. Adjournment:

Motion to adjourn: Councilmember Sciara Second: Council President Miller

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

The time was 10:40 pm.

Attest:

(signed) Denise Holmes

Denise Holmes, Deputy Clerk

Proofed by: Karen Hughes, RMC, Borough Clerk