

CAUCUS MEETING
December 6, 2018

A REGULAR SCHEDULED CAUCUS MEETING of the Mayor and Council of the Borough of Carlstadt was held in the Caucus Room of the Borough Hall, 500 Madison Street, Carlstadt, New Jersey on Thursday, December 6, 2018 at 7:08 P.M.

Mayor Craig Lahullier asked Claire Foy, Borough Clerk to call the roll: Mayor Craig Lahullier, Councilmen Robert Zimmermann, James Lenoy and Joseph Emerson were present. Councilmen David Stoltz and Richard Bartlett arrived at 7:56 P.M. Councilman William Roseman was absent.

Mayor Lahullier led all present in the Pledge of Allegiance to the Flag.

Mayor Lahullier – This meeting has been called pursuant to the Open Public Meetings Law and in accordance with Section 5 of the Open Public Meetings Act, adequate notice of this meeting having been provided in the annual notice schedule which contained the time, date and location of the meeting, copies of which were sent and advertised in the following official newspapers of Carlstadt: The Record on January 6, 2018 and the Herald News on January 6, 2018 a copy of which is on the Bulletin Board in the Borough Hall and a copy on file in the office of the Borough Clerk.

Gregory Polyniak of Neglia Engineering read his report for the month regarding projects that are being done in the Borough of Carlstadt and is in file in the office of the Borough Clerk

A representative of RCM Ceberio LLC read the Economic Development report for the month and is on file in the office of the Borough Clerk.

Gunter Kuprat, liaison from the Turnverein, informed the Mayor and Council that there is no more gymnastics at the Turn Hall.

Donald Molzon, 530 Madison Street - was in attendance and told the Mayor and Council of the problem lately with people walking their dogs and not picking up afterwards at the Berry Lawn Cemetery property. A few people have been caught at different times during the day. They were notified of the situation and ordinance regarding the pooper scooper law. Mr. Molzon asked for more signs to be put up.

Mayor Lahullier mentioned the nice Christmas display Mr. Molzon put around the Borough Hall Christmas tree in the lobby.

Joseph Crifasi, DPW Operations Manager, mentioned that last year during the winter we took some of our unused equipment that we don't use for the winter and stored it in a facility on Industrial Road. He is asking for permission again to do this but it is not on Industrial Road. This is at East Coast Toyota who has a warehouse by Curtis Wright in Wood-Ridge, NJ. It is heated and there is an alarm and cameras there. Anthony Bellina, a former Carlstadt police detective is in charge of security there. He will get the hold harmless insurance policy for this.

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CONSIDERATION OF ORDINANCES

FINAL READING

ORDINANCE NO. 18-13

AN ORDINANCE AMENDING CHAPTER VI "LICENSING-GENERAL," SUBCHAPTER 6-15 "REGULATING PRACTICE OF MASSAGE THERAPY" OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF CARLSTADT, 2002

Mayor Lahullier entertained a motion to open this ordinance to a hearing of citizens.

On motion by Zimmermann, seconded by Emerson, unanimous on call of roll of those present.

Mayor Lahullier asked if any citizen wished to be heard on this ordinance.

Mayor Lahullier said to let the record note there was no one here to speak on this ordinance.

Mayor Lahullier entertained a motion to close this ordinance to a hearing of citizens.

On motion by Zimmermann, seconded by Emerson, unanimous on call of roll of those present.

RESOLUTION NO. 2018-319-A

BE IT RESOLVED that the ordinance entitled:

AN ORDINANCE AMENDING CHAPTER VI "LICENSING-GENERAL," SUBCHAPTER 6-15 "REGULATING PRACTICE OF MASSAGE THERAPY" OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF CARLSTADT, 2002

heretofore introduced, does now pass on final reading and the Borough Clerk is hereby authorized and directed to publish said ordinance according to law.

On motion by Zimmermann, seconded by Lenoy, unanimous on call of roll of those present.

FINAL READING

ORDINANCE NO. 18-14

BE IT RESOLVED that the ordinance entitled:

AN ORDINANCE AMENDING SECTION X ENTITLED "TRAFFIC", SUBSECTION 10-7 ENTITLED "SCHOOLS", OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF CARLSTADT, 2002

Mayor Lahullier entertained a motion to open this ordinance to a hearing of citizens.

On motion by Zimmermann, seconded by Emerson, unanimous on call of roll of those present.

Mayor Lahullier asked if any citizen wished to be heard on this ordinance.

Mayor Lahullier said to let the record note there was no one here to speak on this ordinance.

Mayor Lahullier entertained a motion to close this ordinance to a hearing of citizens.
On motion by Zimmermann, seconded by Emerson, unanimous on call of roll of those present.

RESOLUTION NO. 2018-319-B

BE IT RESOLVED that the ordinance entitled:

AN ORDINANCE AMENDING SECTION X ENTITLED "TRAFFIC", SUBSECTION 10-7 ENTITLED "SCHOOLS", OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF CARLSTADT, 2002

heretofore introduced, does now pass on final reading and the Borough Clerk is hereby authorized and directed to publish said ordinance according to law.

On motion by Zimmermann, seconded by Emerson, unanimous on call of roll of those present.

Mayor Lahullier entertained a motion to approve the floating holiday for 2019, July 5, 2019. On motion by Zimmermann, seconded by Lenoy, unanimous on call of roll of those present.

The Mayor and Council discussed the Borough's involvement with taking care of the five enclosed requested bus shelters in the Borough on Washington Avenue. This has to do with removal of snow and keeping the shelter clean of garbage.

Joseph Crifasi brought up the hockey field and some work that needs to be done which involves taking the boards down. This went into a lengthy discussion.

**CONSENT AGENDA
RESOLUTION NO. 2018-320**

RESOLUTION TO ADVERTISE FOR BIDS

BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey upon the recommendation of the Borough Engineer, Gregory J. Polyniak, Neglia Engineering Associates that the plans & specifications for:

**ZIMMERMANN PARK IMPROVEMENTS
(BERGEN COUNTY OPEN SPACE FUNDED)
BOROUGH OF CARLSTADT
BERGEN COUNTY, NEW JERSEY**

are hereby approved and the Borough Clerk is hereby authorized to advertise for bids. This Resolution to take effect immediately.

RESOLUTION NO. 2018-321

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE 16TH STREET ROADWAY IMPROVEMENTS PROJECT.

NOW, THEREFORE BE IT RESOLVED that Council of Carlstadt formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as LFIF-2019-16th Street Roadway Improvements-00026 to the New Jersey Department of Transportation on behalf of the Borough of Carlstadt.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Carlstadt and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

RESOLUTION NO. 2018-322

WHEREAS, Title 40A:4-58 of the New Jersey Statutes provides that should it become necessary during the last two months of the fiscal year to expend for any of the purposes specified in the budget an amount in excess in any appropriation over and above the amount claimed to be necessary to fulfill the purpose of such appropriation, the Governing Body may by resolution setting forth the facts (adopted by not less than 2/3 vote of the full membership thereof), transfer the amount of such excess of those appropriations deemed to be insufficient.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Carlstadt that the Borough Treasurer be and is hereby authorized to make the following transfers in the 2018 Budget appropriation:

| <u>CURRENT FUND</u> | <u>IN</u> | <u>OUT</u> |
|---------------------------------|--------------|--------------|
| Administrative & Executive | | |
| Salaries and Wages | \$ 15,000.00 | |
| Other Expenses | 10,000.00 | |
| Financial Department | | |
| Other Expenses | | \$ 20,000.00 |
| Tax Collector | | |
| Salaries and Wages | 6,000.00 | |
| Tax Appeals (Professional Fees) | | |
| Other Expenses | | 20,000.00 |

| | | |
|----------------------------|-----------|-----------|
| Zoning Official | | |
| Salaries and Wages | | 10,000.00 |
| Construction Code Official | | |
| Salaries and Wages | 8,000.00 | |
| Other Expenses | | 5,000.00 |
| Police Dept. | | |
| Salaries and Wages | | 38,357.82 |
| Other Expenses | 30,000.00 | |
| Fire Department | | |
| Clothing Allowance | | 20,000.00 |
| Other Expenses | 35,000.00 | |
| Streets & Roads | | |
| Other Expenses | 10,000.00 | |
| Borough Mechanic | | |
| Salaries and Wages | 51.88 | |
| Other Expenses | 10,000.00 | |
| Board of Health | | |
| Other Expenses | 5,000.00 | |
| Recreation | | |
| Other Expenses | | 15,000.00 |
| Electricity | | |
| Other Expenses | 26,000.00 | |
| Street Lighting | | |
| Other expenses | | 40,000.00 |
| Fire Hydrants | | |
| Other expenses | | 6,000.00 |
| Telephone | | |
| Other expenses | | 6,000.00 |
| Gas | | |
| Other expenses | | 10,000.00 |
| Gasoline | | |
| Other expenses | 10,000.00 | |
| Land Fill/Solid Waste | | |
| Other expenses | 15,000.00 | |

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PERS

Other expenses 94.28

PFRS

Other expenses 211.66

Municipal Court

Other expenses 10,000.00

| | | |
|-------|----------------------|----------------------|
| Total | <u>\$ 190,357.82</u> | <u>\$ 190,357.82</u> |
|-------|----------------------|----------------------|

RESOLUTION NO. 2018-323

WHEREAS, the Borough of Carlstadt is in need of the services of an Animal Control Officer; and

WHEREAS, Tyco Animal Services has proposed an Agreement whereby they will provide Animal Control Services to the Borough for one (1) year period January 1, 2019 to December 31, 2019 for an annual fee of \$9,500.00.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey, that:

1. The Contract between Tyco Animal Services and the Borough of Carlstadt for provision of Animal Control Services for the period January 1, 2019 to December 31, 2019 for the amount of Nine Thousand five-Hundred (\$9,500.00) Dollars be and hereby is approved and authorized.
2. The Mayor and Borough Clerk are hereby authorized and directed to execute the Agreement as proposed, a copy of which is attached hereto.

Certification as to the availability of funds:

The CFO/Treasurer hereby certifies that sufficient funds are available to pay the amount of \$9,500.00 in accordance with the terms of the contract.

RESOLUTION NO. 2018-324

WHEREAS, the Borough of Carlstadt is in need of public health services; and

WHEREAS, Mid-Bergen Regional Health Commission has proposed a Uniform Shared Services Agreement whereby they will provide a public health program in accordance with N.J.S.A. 40:8A-1 et seq. and N.J.S.A. 26:3A2-1 et seq and any other applicable administrative rules and/or statutes promulgated by the State of New Jersey to the Borough for a one (1) year period January 1, 2019 to December 31, 2019 for an annual fee of \$27,462.00.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey, that:

1. The contract between Mid-Bergen Regional Health Commission and the Borough of Carlstadt for provisions of a public health program for the period January 1, 2019 to December 31, 2019 for the amount of Twenty-Seven Thousand Four Hundred Sixty-Two (27,462.00) Dollars be and hereby is approved and authorized.
2. The Mayor and Borough Clerk are hereby authorized and directed to execute the Agreement as proposed, a copy of which is attached hereto.

Certification as to the availability of funds:

The CFO/Treasurer hereby certifies that sufficient funds are available to pay the amount of \$27,462.00 in accordance with the terms of the contract.

RESOLUTION NO. 2018-325

WHEREAS, the Borough of Carlstadt is in need of public health nursing services; and

WHEREAS, Hackensack University Medical Center through it's Health Awareness Regional Program (HARP) has proposed an agreement whereby they will provide "10 essential public health services" as set forth in their agreement for a one (1) year period January 1, 2019 to December 31, 2019 for an annual fee of \$6,260.00.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey, that:

1. The contract between Hackensack University Medical Center and the Borough of Carlstadt for (HARP) for the period January 1, 2019 to December 31, 2019 for the amount of Six Thousand Two Hundred Sixty (\$6,260.00) Dollars be and hereby is approved and authorized.
2. The Mayor and Borough Clerk are hereby authorized and directed to execute the Agreement as proposed, a copy of which is attached hereto.

Certification as to the availability of funds:

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The CFO/Treasurer hereby certifies that sufficient funds are available to pay the amount of \$6,260.00 in accordance with the terms of the contract.

RESOLUTION NO. 2018-326

WHEREAS, Pegasus Transport Service, Inc. has made application to the Borough of Carlstadt for the renewal of three (3) limousine licenses; and

WHEREAS, the renewal application has been filed together with the requisite fee, and proof of insurance and Power of Attorney as required under N.J.S.A. 48:16-14 and 16 and vehicle and driver information as required by the ordinance to the satisfaction of the Borough Clerk.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, County of Bergen, State of New Jersey that the application of Pegasus Transport Service, Inc. to renew three (3) limousine licenses at 463 Barell Avenue, Carlstadt, NJ 07072 be and hereby is approved for Vin # 09013, # 95019 and # 91806.

AND, BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized and directed to issue the renewal of the three (3) limousine licenses at the above referenced location for the period of one year, commencing December 7, 2018 and ending on December 7, 2019 and a Certificate of Compliance with the requirements of N.J.S.A. 48:16-14 and 16, through the period indicated on the proof of insurance as submitted with the application.

RESOLUTION NO. 2018-327

WHEREAS, Nevali LLC operating from 463 Barell Avenue, Carlstadt, NJ 07072 has made application to the Borough of Carlstadt for one (1) limousine license; and

WHEREAS, the application has been filed together with the requisite fee and proof of insurance and Power of Attorney as required under N.J.S.A. 48:16-14 and 16 and vehicle and driver information as required by the ordinance to the satisfaction of the Borough Clerk.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, County of Bergen, State of New Jersey that the application of Nevali, LLC to operate one (1) limousine at 463 Barell Avenue, Carlstadt, NJ 07072 be and hereby is approved for VIN # 94135.

AND, BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized and directed to issue the license to operate one (1) limousine at the above referenced location for the period of one year, commencing December 7, 2018 and ending on December 7, 2019 and a Certificate of Compliance with the requirements of N.J.S.A. 48:16-14 and 16, through the period indicated on the proof of insurance as submitted with the application.

RESOLUTION NO. 2018-328

WHEREAS, the Borough of Carlstadt desires to update its dispatch console in the Carlstadt Police Department Headquarters to achieve interoperability with all local systems including, police, fire, CVAC and DPW, with the future ability for migration to the County and State System, if ever required; and

WHEREAS, Motorola Solutions has provided a proposal to supply and install a Two Position Motorola MCC7500 Dispatch Console with a redundant K2 Core on the CPD's existing console furniture in the Communications Room in order to connect all existing radio equipment and paging and Knox Box systems, under State Contract #83909 for the amount of \$145,568.96; and

WHEREAS, the funds for said console update has been appropriated by the CFO in Bond Ordinance No. 18-9; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that:

1. That the Carlstadt Police Department be and hereby is authorized to purchase a Two Position Motorola MCC7500 Dispatch Console with a redundant K2 Core under the terms of the proposal submitted by Motorola Solutions, 123 Tice Boulevard, Suite 202, Woodcliff Lake, NJ 07577 for the quoted amount of \$145,568.96 under State Contract #83909; and
2. This resolution to take effect upon certification of this resolution by the Chief Financial Officer that sufficient funds are available.

Certification as to the availability of funds:

The Chief Financial Officer/Treasurer hereby certifies that sufficient funds are available to pay the anticipated amount of \$145,568.96 under Bond Ordinance No. 18-9.

RESOLUTION NO. 2018-329

AWARD OF CONTRACT

BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey upon the recommendation of Neglia Engineering Associates that the Contract for:

NJDOT MA-2018 Fifth Street Roadway Improvements Project (00039) and Division Avenue Drainage Improvements Project (CDBG Funded)

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be awarded to AJM Contractors, 300 Kuller Road, Clifton, New Jersey 07011 for the bid amount of Two Hundred Twenty-Four Thousand Nine Hundred Sixty Dollars and Ninety-Two Cents (\$224,960.92) (which represents the Base Bid A and Base Bid B) being the lowest of three bids submitted. This Resolution to take effect upon certification of this Resolution by the Borough Treasurer that sufficient funds are available.

On motion by Zimmermann, seconded by Emerson, unanimous on call of roll of those present.

Mayor Lahullier said we need to approve the New Year's Day expenses. On motion by Zimmermann, seconded by Emerson, unanimous on call of roll of those present.

Mayor Lahullier said we need to approve flowers for the family of Richard Foy, Jr. On motion by Bartlett, seconded by Emerson, unanimous on call of roll of those present.

Mayor Lahullier went over the correspondence that was received.

A letter was received from the Carlstadt Senior Friendship Club requesting the use of the town bus on December 11, 2018 to transport seniors to and from their annual Christmas party at the Fiesta. On motion by Stoltz, seconded by Lenoy, unanimous on call of roll of those present.

The Carlstadt Public School will be selling boosters for the 2019 yearbook. The cost will be \$200.00. On motion by Emerson, seconded by Stoltz, unanimous on call of roll of those present.

Mayor Lahullier said we have to go over the New Year's Day appointments. He read the names and their positions and how long they will serve.

COUNCILMAN RICHARD BARTLETT

The Fire Department is having their official party for the town from 11:00 A.M. to 1:00 P.M. this Saturday and at night for the Fire Department children. That will start at 6:00 P.M. He said the property where The Balcony used to be looks terrible. There is fencing up but it blows down to the curb line. He feels it should be moved back further especially with the cold weather and snow. He will still be responsible for clearing the snow from the sidewalk. If he doesn't move the fence back, it will force people to walk in the street. He would like him to be notified about this and that the property needs to be cleaned.

COUNCILMAN JAMES LENOY

He had nothing to discuss at this time.

COUNCILMAN ROBERT ZIMMERMANN

He had nothing to discuss at this time.

COUNCILMAN JOSEPH EMERSON

He mentioned he has a copy of the last five years financial trends. He went into detail on this and asked the Council to look this over and Domenick Giancaspro, CFO said any time we are ready he will call a meeting so we can discuss this and address all that is needed to be worked on.

Councilman Emerson would like to before our finance meeting on a Wednesday for one hour discuss the purchase orders and things that are going on in everyone's categories. +We will have the understanding about where we are financially and what we are responsible for. Councilman Emerson went into further detail on this matter.

COUNCILMAN DAVID STOLTZ

He had some issues with regards to the Borough garage. He feels we should make a policy change.

Claire Foy, Borough Clerk said we need to approve the record management proposal for next year. Mayor Lahullier entertained a motion to approve this proposal. On motion by Bartlett, seconded by Stoltz, unanimous on call of roll of those present.

Councilman Emerson said he would like to sign up for a class for elected officials in March of 2019. It is a seminar for budgeting which will take place on March 2, 2019. The cost is \$75.00. and approve if any other Councilmen would like to attend. On motion by Stoltz, seconded by Bartlett, unanimous on call of roll of those present.

**EXECUTIVE SESSION MEETING ACT
RECESS INTO CLOSED SESSION**

WHEREAS, it is necessary for the Governing Body of the Borough of Carlstadt to conduct an executive session closed to the public in order to discuss one or more of the following subjects: property

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Carlstadt hereby moves to go into executive session in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et. Seq. for the purpose of discussing one or more of the following subjects: property

AND, BE IT FURTHER RESOLVED that the public will be informed either later this evening after reconvening the public meeting or at a future public meeting said date is not predictable at the present time.

AND BE IT FURTHER RESOLVED that the matters discussed in and minutes of the closed session shall be disclosed to the public when the reason for confidentiality no longer exists.

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Mayor Lahullier entertained a motion to go into closed session at 9:20 P.M. On motion by Bartlett, seconded by Lenoy, unanimous on call of roll of those present.

The meeting went back into open session at 9:25 P.M. with the following members in attendance: Mayor Lahullier, Councilmen Zimmermann, Stoltz, Bartlett, Lenoy and Emerson.

Mayor Lahullier entertained a motion to adjourn the meeting at 9:25 P.M. On motion by Bartlett, seconded by Lenoy, unanimous on call of roll of those present.

APPROVED: _____
CRAIG LAHULLIER, MAYOR

ATTEST: _____
CLAIRE FOY, BOROUGH CLERK