

CAUCUS MEETING

July 7, 2016

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, July 7, 2016 at 7:00 P.M.

Mayor Craig Lahullier asked Claire Foy, Borough Clerk to call the roll: Mayor Craig Lahullier, Councilmen Robert Zimmermann, David Stoltz, Richard Bartlett, Joseph Emerson and William Shockley were present. Councilman James Lenoy 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, 2016 and the Herald News on January 6, 2016 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.

Mayor Lahullier asked Myung Lee to speak regarding a massage therapy establishment application at 711 Route 17, Carlstadt, NJ as well as his application for a massage therapy practitioner license. Mayor Lahullier asked if he understood everything in the ordinance that relates to his business. He replied yes. He is the only employee at the establishment. If any other person will work there, they will have to apply for a massage therapist license.

One of the owners of Fresh Meadows Laundromat spoke to the Mayor and Council with regards to the New Maggies Pub on Hackensack Street. It seems since they are open their patrons park on Hackensack Street and people going to the laundromat are not able to park to carry their laundry into the facility. He asked if a drop off space can be reserved for people to bring their laundry into the facility between the hours of 6:00 P.M. to 10:00 P.M. Mayor Lahullier said he would ask the Police Chief to look at this situation and by our next meeting on July 14, 2016 would let them know what his decision is.

The owner of the Balcony Restaurant attended and requested to have the police patrol suspended during the summer months unless there is a problem. The Mayor and Council were agreeable to this request.

Bruce Young, President of the Carlstadt Senior Friendship Club, addressed the Mayor and Council. He had an opportunity to get involved with the Bergen Pac Center in Englewood, NJ. They were able to acquire a grant to give out tickets to different organizations. He attended a meeting with them and was told that Carlstadt's Friendship Club has been accepted to receive tickets to the Bergen Pac Center.

CAUCUS MEETING

July 7, 2016

Page 2

Most of the venues are at night and what he is looking for is once or twice a month to have a bus and driver take the seniors there to see a show. There was a lengthy discussion on this matter.

Councilman Stoltz entertained a motion to approve a bus and driver for the Bergen Pac Center for once or twice a month, seconded by Emerson, unanimous on call of roll of those present.

Gregory Polyniak of Neglia Engineering read his report for the month regarding projects that are being done in the Borough of Carlstadt.

**CONSENT AGENDA
RESOLUTION NO. 2016-214**

WHEREAS, an application for a Massage Therapy Technician/Practitioner License together with an application for a Massage Therapy Establishment License has been submitted by Myung C. Lee for 711 Route 17, Carlstadt, NJ 07072; and

WHEREAS, all the requirements have been met pursuant to Code Section 6-15.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the application for a Massage Therapy Technician/Practitioner License together with an application for a Massage Therapy Establishment License for Myung C. Lee for 711 Route 17, Carlstadt, NJ 07072 is hereby approved.

RESOLUTION NO. 2016-215

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

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

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as LAIF-2016-Seventh Street Roadway Improvements-00127 to the New Jersey Department of Transportation on behalf of the Borough of Carlstadt; and

BE IT FURTHER RESOLVED that the 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. 2016-216

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

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

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as LAIF-2016-Fifth Street Roadway Improvements-00126 to the New Jersey Department of Transportation on behalf of the Borough of Carlstadt; and

BE IT FURTHER RESOLVED that the 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. 2016-217

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:

Type I Light Duty Ambulance

be awarded to New Jersey Emergency Vehicles for the bid amount of Two Hundred Twenty-Three Thousand Two Hundred Sixteen Dollars and Zero Cents (\$223,216.00) being the only and lowest bid submitted. This Resolution to take effect upon certification of this Resolution by the Borough Treasurer that sufficient funds are available.

RESOLUTION NO. 2016-218

BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that ECPA Parents Booster Club Inc., 306 Capital Street, Saddle Brook, NJ 07663 be granted permission to hold two raffles at Redd's Restaurant, 317 Washington Avenue, Carlstadt, NJ 07072 on Wednesday, July 20, 2016 for which the applications, fees and findings and determination sheets shall be forwarded to the Legalized Games of Chance Control Commission.

RESOLUTION NO. 2016-219

**RESOLUTION AUTHORIZING THE EXECUTION OF
RIGHT-OF-WAY CERTIFICATION FOR ROAD A**

WHEREAS, by attached Agreement dated June 6, 1984, between the Borough of Carlstadt and the State New Jersey, the Borough of Carlstadt assumed or retained jurisdiction for areas improved within the municipal limits of the Borough for an area known as Road "A" as depicted on sheets 2&3 of a map entitled "NEW JERSEY TURNPIKE AUTHORITY, NEW JERSEY SPORTS COMPLEX ACCESS ROAD, JURISDICTIONAL LIMIT MAP, HOWARD, NEEDLES, TAMMEN & BERGENDOFF, CONSULTING ENGINEERS, FAIRFIELD, NEW JERSEY, August 1976, revision dated May 3, 1982; and

WHEREAS, the New Jersey Department of Transportation is in need of documentation evidencing jurisdictional limits and mapping of Road "A" in connection with the improvement project known as Washington Avenue (CR503) Corridor Safety Improvements, in Borough of Carlstadt, Bergen County, Federal Project No. HSP-8298(104) CON;

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Carlstadt, County of Bergen, New Jersey, hereby approves and authorizes the Mayor to execute the attached Right-of-Way Certification evidencing that the Road "A" Right-of-Way is under the jurisdiction of the Borough of Carlstadt, that is was acquired by Agreement dated June 6, 1984, and that there are no encumbrances which would prohibit the successful completion and acceptance of the project known as Washington Avenue (CR503) Corridor Safety Improvements, Borough of Carlstadt, Bergen County, Federal Project No. HSP-8298(104) CON.

RESOLUTION NO. 2016-220

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR PROFESSIONAL REAL ESTATE APPRAISAL SERVICES TO
ERNEST F. DEL GURCIO, C.E.O, APPRAISAL SYSTEMS, INC.**

WHEREAS, there exists a need for a Professional Appraisal services in connection with the reassessment program prescribed by N.J.S.A. 54:1-35.35 for the Borough as of October 1, 2016 for implementation in the 2017 tax year; and

WHEREAS, the Mayor and Council of the Borough of Carlstadt desires to contract with Ernest F. Del Guercio, Sr., CEO of Appraisal Systems, Inc. as real estate appraiser for the purposes of providing professional appraisal services; and

WHEREAS, Ernest F. Del Guercio, Sr., CEO, of Appraisal Systems, Inc., 266 Harristown Road, Suite 302, Glen Rock, NJ 07450, will provide real estate appraisal services on a project basis for the not to exceed amount of \$90,000, during the term of the contract; and

WHEREAS, the anticipated term of this appointment and retention is for one (1) year; and

WHEREAS, prior to execution of the contract, pursuant to N.J.S.A. 19:44A-20.26, Ernest F. Del Guercio, Sr., CEO shall complete and submit a Business Entity Disclosure Certification certifying that Ernest F. Del Guercio, Sr., CEO and/or Appraisal Systems, Inc. have not made any reportable contributions to a political or candidate committee in the Borough of Carlstadt in the previous one year (January 1, 2015 – December 31, 2015) and that this appointment and retention will prohibit Ernest F. Del Guercio, Sr., CEO and Appraisal Systems, Inc. from making any reportable contributions through the term of the appointment; and

WHEREAS, the Chief Financial Officer has certified that funds in an amount not to exceed \$90,000.00 are available to pay the anticipated amount of the contract for these services; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40A-11-1, et seq.) requires that a Resolution authorizing the award of contracts for “professional services” without competitive bids and the contract be made available for public inspection.

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

1. The Mayor and Council hereby authorizes and approves the retention of Ernest F. Del Guercio, C.E.O. of the firm of Appraisal Systems Inc., 266 Harristown Road, Suite 302, Glen Rock, NJ 07452 as real estate Appraiser consistent with the proposal dated June 27, 2016.

2. This contract is awarded without competitive bidding as a “Professional Service” in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for professional engineering services.

3. A Business Disclosure Entity Certification and the Determination of Value are to be placed on file with this resolution.

4. The Mayor be and hereby is authorized to sign the Contract for professional real estate appraisal services in the form attached hereto subject to the approval of the Borough Attorney.

5. A notice of this action shall be printed once in the official newspaper of the Borough of Carlstadt in accordance with N.J.S.A. 40A:11-5(1)(a)(I).

CAUCUS MEETING

July 7, 2016

Page 6

Certification as to the availability of funds:

The Chief Financial Officer/Treasurer hereby certifies that sufficient funds in the amount not to exceed \$90,000.00 are available to pay the anticipated amount of the contract for these services.

RESOLUTION NO. 2016-221

WHEREAS, one (1) application has been filed requesting renewal of a Plenary Retail Consumption License; and

WHEREAS, the regular fee of one thousand seventy-four dollars (\$1,074.00) has been submitted with the application in accordance with the Borough Ordinance governing the same.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey, that the one (1) application for renewal of a Plenary Retail Consumption License is hereby approved. All licenses when granted, will be effective on the First Day of July, 2016 and expire on the Thirtieth Day of June 2017.

BE IT FURTHER RESOLVED, that the Borough Clerk be and she is hereby authorized and directed to issue the following license for Plenary Retail Consumption.

PLENARY RETAIL CONSUMPTION

0205-33-024-005

Merwind, Inc.

710 Fifth Street
Carlstadt, NJ 07072
(Mailing Address)

All licenses are issued subject to any special conditions now existing or hereafter imposed by the A.B.C. or the Borough of Carlstadt. All renewals where fees have been paid by uncertified check are subject to said check being cleared for payment on or before June 30, 2016.

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

CONSIDERATION OF ORDINANCES

FIRST READING

ORDINANCE NO. 16-16

ORDINANCE OF THE BOROUGH OF CARLSTADT, IN THE COUNTY OF BERGEN, NEW JERSEY AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION IN THE AMOUNT OF \$100,000 TO UPDATE AND MAKE CURRENT A PREVIOUS PROGRAM OF REVALUATION OF REAL PROPERTY IN, BY AND FOR THE BOROUGH

BE IT ORDAINED by the Borough Council of the Borough of Carlstadt, in the County of Bergen, New Jersey, as follows:

Section 1. Pursuant to N.J.S.A. 40A:4-53, the sum of \$100,00 is hereby appropriated for the preparation and execution of a program to update and make current a previous program of revaluation of real property and shall be deemed a special emergency appropriation as defined and provided for in N.J.S.A. 40A:4-53 and 40A:4-55.

Section 2. The amount to finance the appropriation shall be provided for in succeeding annual budgets by the inclusion of at least 1/5 of the amount authorized, pursuant to N.J.S.A. 40A:4-55.

Section 3. A certified copy of this ordinance shall be filed with the Direction of the Division of Local Government Services.

Section 4. This ordinance shall take effect at the time and in the manner provided by law.

RESOLUTION NO. 2016-222

BE IT RESOLVED that the ordinance entitled:

ORDINANCE OF THE BOROUGH OF CARLSTADT, IN THE COUNTY OF BERGEN, NEW JERSEY AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION IN THE AMOUNT OF \$100,000 TO UPDATE AND MAKE CURRENT A PREVIOUS PROGRAM OF REVALUATION OF REAL PROPERTY IN, BY AND FOR THE BOROUGH

heretofore introduced, does now pass on first reading, and that said ordinance be further considered for final passage at a meeting to be held on the 4th day of August, 2016 at 7:00 o'clock P.M. or as soon thereafter as the matter can be reached, at the regular meeting place of the Carlstadt Borough Council, and that at such time and place all persons interested be given an opportunity to heard concerning said ordinance, and that the Borough Clerk be, and she hereby is, authorized and directed to publish said ordinance according to law with a notice of its introduction and passage on first reading and of the time and place when and where said ordinance will be further considered for final passage.

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

Mayor Lahullier went over correspondence that was received. He mentioned that a memo was received from Thomas Cox, Jr., Treasurer of the Carlstadt/East Rutherford Junior Wildcats Football & Cheering. He is requesting its annual 2016 operating funds from both municipalities in the amount of \$4,500.00.

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

A memo was received from Lieutenant Denise Kimak that the Carlstadt Police Department will be hosting the Junior Police Academy on August 22 through August 26, 2016 from 9:00 A.M to 2:30

CAUCUS MEETING

July 7, 2016

Page 8

P.M. Permission is being asked to use the Council Chambers and Fire Department meeting room during that week. Also requested is a bus to transport twenty children and four adults to the Bergen County Detention Center in Hackensack, NJ on Thursday and the Memorial at Harbor View Park in Bayonne, NJ on Friday.

On motion by Bartlett, seconded by Stoltz, unanimous on call of roll of those present.

Mayor Lahullier continued with correspondence that was received.

COUNCILMAN RICHARD BARTLETT

He had nothing to discuss at this time.

COUNCILMAN WILLIAM SHOCKLEY

He had a request from the Soccer League for referee fees. The amount for this is \$3,000.00. Councilman Shockley made a motion to approve this amount for the Soccer League, seconded by Emerson, unanimous on call of roll of those present.

COUNCILMAN JOSEPH EMERSON

He had nothing to discuss at this time.

COUNCILMAN ROBERT ZIMMERMANN

He had nothing to discuss at this time.

COUNCILMAN DAVID STOLTZ

He had nothing to discuss at this time.

Hernan Lopez, OEM Coordinator addressed the Mayor and Council and told them he has a form for our seniors and people with medical needs to complete which will help our medical responders to get an accurate demographics of the patient. This "First Responder/Household Member Information Form" called "File of Life" will help EMS services time-wise.

He also mentioned he is preparing a preparedness guide for the residents and it will be available on the website.

Matthew Gasiuk, 540 Madison Street, Carlstadt spoke regarding his bee hive collection and told the Mayor and Council that he would provide a report from the inspector as soon as he receives it.

Mayor Lahullier entertained a motion to go into closed session at 8:05 P.M. to discuss personnel and property. On motion by Bartlett, seconded by Zimmermann, unanimous on call of roll of those present.

The meeting went back into open session at 9:30 P.M. with the following members in attendance: Mayor Lahullier, Councilmen Zimmermann, Stoltz, Bartlett, Emerson and Shockley.

Mayor Lahullier entertained a motion for Don Pomponio to receive \$15,000.00 that would be retro-active to January 1, 2016 as Communication Officer.

On motion by Bartlett, seconded by Stoltz, unanimous on call of roll of those present.

Mayor Lahullier entertained a motion to adjourn the meeting at 9:35 P.M. On motion by Zimmermann, seconded by Emerson, the meeting was unanimously adjourned.

APPROVED: _____
CRAIG LAHULLIER, MAYOR

ATTEST: _____
CLAIRE FOY, BOROUGH CLERK