

CAUCUS/COUNCIL MEETING

April 22, 2020

A RESCHEDULED CAUCUS/COUNCIL 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 Wednesday, April 22, 2020 at 4:02 P.M.

Mayor Robert Zimmermann asked Claire Foy, Borough Clerk to call the roll: Mayor Robert Zimmermann, Council members David Stoltz, James Lenoy, Joseph Emerson, Suzanne Fonseca and Diane DeBiase responded present telephonically. Councilman William Roseman was not present.

Joseph Donahue, Borough Attorney and Joseph Crifasi, DPW Operations Manager were also present telephonically. Joseph Orlando, Deputy Project Coordinator, was present in the Caucus Room.

Mayor Zimmermann led all present in the Pledge of Allegiance to the Flag and read the Open Public Meetings Law.

Mayor Zimmermann – The April 15, 2020 Caucus Meeting and Council Meeting have been re-scheduled. The Mayor and Council will hold an abbreviated Council Meeting only beginning at 4:00 P.M. on April 22, 2020 in the Borough Hall Caucus Room, 500 Madison Street, Carlstadt, NJ 07072. Borough Hall has been closed to the public for public safety purposes. Given the current state of emergency and in the interest of public safety, the public will not be permitted to attend the meeting, but may participate by dialing 425-436-6300 with an access code 592364.

READING OF MINUTES:

Mayor Zimmermann entertained a motion to accept the minutes of 2/19/2020 Caucus Meeting, 2/19/2020 Council Meeting, 3/05/2020 Caucus/Finance Meeting, 3/18/2020 Caucus/Council Meeting, 4/01/2020 Caucus/Finance Meeting (Open and Closed Sessions.)

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

CORRESPONDENCE:

Mayor Zimmermann said we have a letter from the First Presbyterian Church about their COVID-19 Relief Fundraiser. They are selling lawn signs to honor essential workers. The Mayor suggested a \$250.00 donation to purchase a lawn sign.

Mayor Zimmermann entertained a motion to approve this amount. On motion by Emerson, seconded by Fonseca, unanimous on call of roll of those present.

Mayor Zimmermann said we have a letter from Dave Malinowski, Zoning Board Secretary requesting guidance for scheduling future Zoning Board meetings using internet based virtual meeting applications. The Mayor will discuss this with Joseph Crifasi and Joseph Orlando.

A letter was also received from the Carlstadt Education Association Pride Committee informing the Borough that the committee will be donating \$2,000.00 to the Carlstadt Community Trust Fund to purchase groceries for seniors during the COVID-19 pandemic since their Annual Senior Prom was cancelled.

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Councilman Stoltz wanted to confirm that the current purchase of groceries was being made using funds from the Community Trust Fund. The Mayor confirmed. Councilman Stoltz suggested that the \$2,000.00 from the Pride Committee would be deposited to the Community Trust Account. The Mayor confirmed that would be done.

**CONSENT AGENDA
RESOLUTION NO. 2020-100**

BE IT RESOLVED, that the following payments made by the Chief Financial Officer from Valley Bank during the month of March, 2020 be ratified:

<u>Date</u>	<u>Ck#</u>	<u>Account</u>	<u>Payee</u>	<u>Amount</u>
03/20/20	502082	Current	Suez Water NJ	\$ 859.89
03/20/20	502083	Current	Verizon	199.99
03/20/20	502084	Current	Comcast	48.80
03/23/20	502085	Current	T&R Alarm	822.14
03/23/20	502086	Current	Comcast	41.25
03/23/20	502087	Current	PSE&G	19,714.24
03/23/20	502088	Current	Comcast	7.30
03/25/20	502089	Current	Payroll	18,339.05
03/25/20	502090	Current	Payroll	332,461.19
03/26/20	502091	Current	C. Foy (petty cash)	749.11
03/26/20	502092	Current	PSE&G	57.09
03/26/20	502093	Current	Verizon	129.99

RESOLUTION NO. 2020-101

BE IT RESOLVED, by the Mayor and Council that the proper Borough Officials are hereby authorized and directed to make the following disbursements:

Carlstadt Board of Education	\$1,046,601.17
Regional Board of Education	602,552.67
County of Bergen 2 nd Quarter of Taxes	1,390,895.00
County Open Space Trust Fund	59,743.00
South Bergen Municipal Joint Insurance Fund 2 nd Quarter	146,085.00

RESOLUTION NO. 2020-102

WHEREAS, the Borough of Carlstadt has adopted a Property Maintenance Ordinance to provide the property owners of the Borough of Carlstadt the best value for their tax dollars and to provide a minimum standard of maintaining their property; and

WHEREAS, the Carlstadt Zoning Department is charged with the responsibility to regulate and inspect properties as per the Property Maintenance Order; and

WHEREAS, inspections were made at the following properties for sanitation violations and overgrowth of weeds and grass, etc. and that the property owners were notified to correct the violations and did not respond in the prescribed time frame; and

WHEREAS, the Zoning Department contracted with a vendor to correct said violations.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Carlstadt that all charges paid by the Borough of Carlstadt to clean up and landscape the following properties shall be passed onto the property owners as a Municipal Charge and added to their property tax accounts. The properties and charges are listed below:

Block	Lot	Name	Address	Amount
60	25	Gordon, E.	442 Second Street	\$100.00

Invoice #: 2398

The Carlstadt Tax Collector shall adjust his books accordingly.

RESOLUTION NO. 2020-103

**RESOLUTION AUTHORIZING SETTLEMENT OF TAX APPEAL
ENTITLED ROTHSCHILD REALTY, FLP, INC. V. BOROUGH OF CARLSTADT AT
401 & 406 THIRTEENTH STREET AND 251 BROAD STREET, BLOCK 98 - LOT 2,
BLOCK 97 – LOT 6 AND BLOCK 97 – LOT 6.01 FOR TAX YEARS 2017
THROUGH 2019.**

WHEREAS, Rothschild Realty, FLP, Inc. has filed action with the Tax Court of New Jersey against the Borough of Carlstadt challenging the tax assessed against property located at 401 & 406 Thirteenth Street and 251 Broad Street and identified on the Borough's tax maps as Block 98 - Lot 2, Block 97 – Lot 6 and Block 97 – Lot 6.01 for tax years 2017 through 2019; and

WHEREAS, the Borough Appraiser, after examination and consideration of all relevant facts and after performing all necessary due diligence, is of the opinion that the settlement proposed below is in the best interest of the Borough of Carlstadt; and

WHEREAS, the Borough Tax Appeal Attorney, after examination and consideration of all relevant facts and after performing all necessary due diligence, is of the opinion that the settlement proposed below is in the best interest of the Borough of Carlstadt; and

WHEREAS, the Borough Assessor, after examination and consideration of all relevant facts and after performing all necessary due diligence, is of the opinion that the settlement proposed below is in the best interest of the Borough of Carlstadt; and

WHEREAS, the Borough Assessor, the Borough Tax Appeal Attorney and Borough Appraiser, after independent review and upon consulting with each other, jointly recommends that this matter be settled according to the terms listed below;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey that the Borough Tax Appeal Attorney be hereby authorized and directed to execute any and all documents necessary in order to settle this matter according to the following proposed terms:

- 1) The assessment for Block 98 – Lot 2 to be reduced from \$1,246,800 to \$821,800 for tax year 2017.
- 2) The assessment for Block 98 – Lot 2 to be reduced from \$1,267,500 to \$1,166,000 for tax year 2018.
- 3) The assessment for Block 98 – Lot 2 to be reduced from \$1,639,100 to \$1,065,800 for tax year 2019.
- 4) The assessments for Block 97 – Lot 6 and Block 97 – Lot 6.01 to remain unchanged for all years under appeal.

RESOLUTION NO. 2020-104

**RESOLUTION AUTHORIZING SETTLEMENT OF TAX APPEAL
ENTITLED HOWARD & JENK LLC V. BOROUGH OF CARLSTADT
AT 15 TRIANGLE BLVD., BLOCK 125, LOT 6
FOR TAX YEARS 2017 THROUGH 2020.**

WHEREAS, Howard & Jenk LLC has filed action with the Tax Court of New Jersey against the Borough of Carlstadt challenging the tax assessed against property located at 15 Triangle Blvd. and identified on the Borough's tax maps as Block 125, Lot 6 for tax years 2017 through 2020; and

WHEREAS, the Borough Appraiser, after examination and consideration of all relevant facts and after performing all necessary due diligence, is of the opinion that the settlement proposed below is in the best interest of the Borough of Carlstadt; and

WHEREAS, the Borough Tax Appeal Attorney, after examination and consideration of all relevant facts and after performing all necessary due diligence, is of the opinion that the settlement proposed below is in the best interest of the Borough of Carlstadt; and

WHEREAS, the Borough Assessor, after examination and consideration of all relevant facts and after performing all necessary due diligence, is of the opinion that the settlement proposed below is in the best interest of the Borough of Carlstadt; and

WHEREAS, the Borough Assessor, the Borough Tax Appeal Attorney and Borough Appraiser, after independent review and upon consulting with each other, jointly recommends that this matter be settled according to the terms listed below;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey that the Borough Tax Appeal Attorney be hereby authorized and directed to execute any and all documents necessary in order to settle this matter according to the following proposed terms:

- 1) The assessment for tax year 2020 to be reduced from \$5,286,600 to \$5,086,600.
- 2) The assessment for all other years under appeal to remain unchanged.

RESOLUTION NO. 2020-105

WHEREAS, Kenneth Schwarz, retired Mechanic of the Borough of Carlstadt has filed a request for reimbursement for the purchase of a Medicare supplement; and

WHEREAS, pursuant to Resolution 2009-168 and the CDPWBA Contract Article XVII D 1. the amount of said reimbursement for the year 2020 is \$1,125.00.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Chief Financial Officer is hereby authorized to make payment in the amount of \$1,125.00 representing reimbursement for his Medicare supplement for the year 2020 pursuant to Article XVII D 1. of the Contract between the Borough of Carlstadt and the CDPWBA.

RESOLUTION NO. 2020-106

WHEREAS, there exists a National Pandemic of the Coronavirus (Covid-19) which has devastated the national economy; and

WHEREAS, the Governing Body of the Borough of Carlstadt realizing the financial hardship and impact that the Covid-19 Virus has created on the property owners and residents of the Borough of Carlstadt; and

WHEREAS, the due date for the second quarter (May) 2020 property tax installment shall be due on May 1, 2020 as per Property Tax Bills that were issued in August, 2019.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Carlstadt, without setting precedent, the "Grace Period" for the second quarter (May) 2020 property tax installment shall be extended to June 15, 2020 without charging interest and or penalties to that date for the May, 2020 Property Tax Installment.

It is noted that should any payment be received after the June 15, 2020 extended grace period for the May, 2020 property tax installment then interest shall be charged retroactive to the May 1, 2020 property installment date.

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

READING OF BILLS:

RESOLUTION NO. 2020-107

BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the following bills having been approved by the Finance Committee are approved herewith for payment:

CAPITAL ACCOUNT

Fire Safety USA	\$ 1,255.21
Current Account	1,000.000.00
SHI	3,800.00
Municipal Emergency Services	5,992.00
Municipal Emergency Services	1,093.73
Neglia Engineering Associates	36,021.16
Neglia Engineering Associates	9,500.00
Sensor Com	2,210.40

TRUST ACCOUNT

Neglia Engineering Associates	1,423.00
Treasurer State of NJ	125.00
Current Account	29,156.09
Treasurer State of NJ	2,535.00

DOG WARDEN TRUST

NJ Dept. of Health and Senior Services	24.60
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CURRENT ACCOUNT

ADVANCED AUTOMOTIVE	401.65
AGGRESSIVE ENERGY LLC	5,258.83
AMERICAN PAPER & SUPPLY	598.11
APPRAISAL SYSTEMS, INC.	800.00
ARAMARK UNIFORM SERVICES	430.76
ARROW ELEVATOR INC.	207.00
A.T. EMBLEM CO.	110.25
ATRA JANITORIAL SUPPLY	214.10
BALCO INDUSTRIES	111.00
BERGEN CO. UTILITIES AUTHORITY	196,528.00
B.C. POLICE CHIEF ASSOC INC.	500.00
BEYER BROTHERS CORP.	2,750.53
BLUE STAR OF NEW JERSEY INC.	233.00
BOROUGH OF E. RUTHERFORD	8,356.16

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BRAEN STONE INDUSTRIES INC	205.97
CARLSTADT FIRE DEPARTMENT	9,868.56
CARLSTADT BOARD OF EDUCATION	1,046,601.17
CHEEMA OIL CORPORATION	44.19
CHEM-TEC	164.77
CHRISTOPHER HASCH	108.72
COLANERI BROTHERS	144.93
COMCAST	57.08
COMPLETE SAW & GARDEN EQUIP.	700.75
COPYTEXT I LLC	3,670.00
CORPORATE WELLNESS	3,251.00
COUNTY OF BERGEN	1,390,895.00
COUNTY OPEN SPACE TRUST FUND	59,743.00
DENISE OEHLMANN	81.00
DIRECT ENERGY BUSINESS	727.08
DRUMMOND PLUMBING	700.00
EAGLE EQUIPMENT INC.	657.18
ENVIRONMENTAL RENEWAL, L.L.C.	175.00
THE CHOI LAW GROUP LLC	6,156.25
FELDMAN BROTHERS ELECTRICAL	1,016.21
FIN'S MARINE	614.25
FIRE & SAFETY SERVICES	1,806.36
FIRE & SAFETY SERVICE	1,120.28
GARBARINI & CO.	7,330.00
GATES FLAGS AND BANNER	413.25
GOOSETOWN COMMUNICATIONS	150.00
GPH INC	2,308.10
GREATAMERICA FINANCIAL SVCS.	425.00
DOOR WORKS INC.	2,043.00
HACKENSACK UNIVERSITY MEDICAL	500.00
H D SUPPLY	1,462.80
HOMETOWN AUTO PARTS	266.82
HUDSON TIRE EXCHANGE	1,696.72
I.D.A.	61,835.66
IMPRESSIVE PRINTING	4,979.35
INTERGLOBE COMMUNICATIONS INC.	2.14
INTERNATIONAL CODE COUNCIL	70.00
INTERNATIONAL ASSOCIATION OF	240.00
INTERSTATE WASTE SERVICES INC.	19,786.02
JAN PROMOTIONS	90.00
JEM INDUSTRIAL SERVICES INC.	274.54
KORSEN'S CARPET CLEANING	4,270.00
RUTHERFORD APPLIANCE CENTER	479.00

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LEXISNEXIS RISK SOLUTIONS	43.50
LOWE'S BUSINESS ACCT/GEMB	151.88
MCNERNEY & ASSOCIATE	15,500.00
MEADOWLANDS HARDWARE	467.02
MEDICAL BENEFITS ACCT	318,010.00
MERCHANTS ALARM SYSTEMS	90.00
MONTILLE ELECTRIC LLC	5,535.00
MSI TECHNOLOGIES LLC	2,733.65
MTS SAFETY PRODUCTS INC	2,854.86
NASSOR ELECTRICAL SUPPLY	32.55
NEGLIA ENGINEERING ASSOCIATES	9,403.92
NEXTEL COMMUNICATIONS	157.70
NFPA	1,345.50
NJDRE ASSOCIATION	50.00
NORTH JERSEY MEDIA GROUP INC.	460.70
PAC TOOL & SUPPLY CO	144.96
PANORAMA TOURS INC	990.00
PASQUALE & DELEASA LLC	3,700.00
PAYROLL ACCOUNT	841.99
PIA SECURITY PROGRAMS	12,300.00
PIERCE EAGLE EQUIPMENT	657.18
POWERDMS INC.	4,676.40
PRESTI, ROSARIO JR., ESQ.	836.66
PSE&G	20,520.75
QUALITY AUTO GLASS INC	310.15
RAPID PUMP & METER SERVICE CO.	1,369.25
RCM CEBERIO LLC	2,850.00
R.D. SALES DOOR/HARDWARE LLC	345.00
RE-TRON TECHNOLOGIES INC	802.94
REDICARE LLC	3,793.21
REGAL STAMP CO	122.00
REGIONAL BOARD OF EDUCATION	602,552.67
RICHARD MILLER ELECTRICAL CONT	4,400.00
RIDGEHURST AUTO PARTS	527.24
ROBERT T. REGAN ESQ.	865.80
SANITATION EQUIP. CORP.	857.04
SCHWARZ, KENNETH	1,125.00
SCHUMACHER CHEVROLET	407.31
SO. BER. MUN. JT. INS. FD	146,085.00
STAPLES ADVANTAGE	597.46
STEPHEN P. SINISI ESQ. LLC	187.50
TRANSUNION RISK & ALTERNATIVE	31.70
TREASURER STATE OF NEW JERSEY	258.00

SUEZ WATER NEW JERSEY	13,085.16
U.S. OVERALL	1,376.80
ADPP ENTERPRISES INC	297.69
VALTEK INC.	5,996.34
VERIZON	903.16
V.E. RALPH & SON	144.00
VERIZON WIRELESS	877.73
VERIZON	199.99
VERIZON BUSINESS	44.40
921-PRAXAIR DIST MID-ATLANTIC	169.15
WILDCAT FOOTBALL SIDELINE CLUB	150.00
VERIZON	1,816.83
VERIZON	59.91
MCI COMM SERVICE	577.82
PSE&G	16.20
MARLIN LEASING CORP	915.36
COMCAST	538.02
VERIZON	1,124.98
MEDICAL BENEFITS ACCT	96,000.00
PAYROLL ACCOUNT	19,299.89
JLC INTERNATIONAL INV	3,300.00
WEPL USA LLC	190.00
US POSTAL SERVICE (CMRS-FP)	2,500.00
PAYROLL ACCOUNT	363,902.00
PAYROLL ACCOUNT	19,184.64
PAYROLL ACCOUNT	268,269.31
TOTAL	\$4,823,561.81
TOTAL BILLS FOR THE MONTH	\$5,916,698.00

The Chief Financial Officer certified there are sufficient funds available for payment of the aforementioned bills.

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

UNFINISHED BUSINESS

Mayor Zimmermann entertained a motion to open the hearing of citizens for the 2020 Municipal Budget. On motion by Stoltz, seconded by Emerson, unanimous on call of roll of those present.

No citizen was present telephonically for the 2020 Budget Hearing.

Mayor Zimmermann entertained a motion to close the hearing of citizens.

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

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Mayor Zimmermann said that the eighteen bicycles and scooter were advertised a second time. The Borough Clerk, Claire Foy, advised that no bids were received for the second advertisement.

Mayor Zimmermann entertained motion to donate the bicycles and scooter as requested by the Carlstadt Police Department and return the money order received from Jersey One Auto Sales, Inc., 495 Tonnele Avenue, Jersey City, NJ 07307 for the first bid which was \$56.00.

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

CONSIDERATION OF ORDINANCES

Mayor Zimmermann entertained a motion to table Ordinance 20-3, the salary ordinance for thirty days due to ongoing circumstances (COVID-19 Pandemic.)

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

MISCELLANEOUS AND NEW BUSINESS - None.

Mayor Zimmermann said he would like to ask around to see if the Council had anything to bring up and discuss.

COUNCILWOMAN SUZANNE FONSECA

She wanted to know if there were any tickets for littering of gloves and masks. The Mayor said he would bring up the matter with the Police Chief and Code Enforcement Officer to reiterate the need for enforcement of the littering ordinance.

Joseph Crifasi stated that notices about littering were posted on Facebook and especially in connection with Earth Day (today).

COUNCILMAN JAMES LENOY

He said Zimmermann Park was further secured in order to prevent persons from entering the park and thanked the DPW Operations Manager.

Councilman Lenoy also discussed the construction equipment secured at the old Lincoln School site. Mr. Crifasi informed him that he spoke to the contractor and that they only left large equipment overnight and they would install further temporary security fencing. The area is also monitored by the Carlstadt Police.

Councilman Lenoy also wanted to know about planting at Zimmermann Park. Mr. Crifasi said per the contractor, planting should start by the last week of April or first week of May.

COUNCILMAN WILLIAM ROSEMAN - Not present.

COUNCILWOMAN DIANE DEBIASE

She mentioned gift baskets were given out to Carlstadt residents by various organizations.

The Mayor mentioned he spoke to Mike Ryan about printing up t-shirts for donations to give to restaurants for food. He also commented on the volunteering of time and money and how it really lifts everyone's spirits.

COUNCILMAN JOSEPH EMERSON

He said the Mayor and Council need to make a decision if to proceed with Summer Recreation and other upcoming events in order to inform citizens, sooner than later.

Mayor Zimmermann observed that New York City has already cancelled their summer events and that the Borough may proceed along the same lines.

Mr. Crifasi suggested a decision be made by the first meeting in May.

BOROUGH ATTORNEY

Joseph Donahue, the Borough Attorney brought up the matter of Tax Appeals. Ten tax appeal settlements have been submitted that are ready for approval.

Also, he mentioned that he and Mr. Crifasi discussed Planning Board meetings being held via Zoom (internet based virtual meetings.) It is a possibility however there are concerns regarding access to resources by some Board members as well as the public hearings due to 200-foot notice requirements.

Rescheduling of Planning and Zoning Board meetings will be discussed with the Boards' attorneys. The meetings may be rescheduled later when social distancing can be safely practiced.

CLAIRE FOY, CLERK

She informed the Mayor and Council that the Borough received notification of the following: The Alcohol Beverage Commission (ABC) extended licenses for the 2019/2020 year to September 30, 2020. The State of New Jersey also extended the Annual Financial Disclosures deadline to July 15, 2020.

Also, the Clerk reminded the Mayor and Council that a Library Board appointment is still needed. The Mayor asked for any recommendations. None were made at this time.

COUNCILMAN DAVID STOLTZ

He said a decision on the Summer Recreation Program should wait until there is a decision regarding the schools re-opening. Councilman Emerson reminded all that the Borough's meeting, May 6, will be held before the anticipated school re-opening of May 15.

Councilman Stoltz wanted to convey that the Carlstadt's Fire Chiefs thank the Mayor and Council for their support and that they are following all new protocols for calls.

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He also said the Recycling Committee should still do the Recycling Calendar Program for the children in coordination with the school and the art teacher. The Mayor and Council agreed that it was a good idea for the students and that Councilman Stoltz should work on the Recycling Calendar competition using social distancing guidelines with the Borough Recycling Committee.

A decision regarding the Borough's Memorial Day Parade needs to be made so as to inform the organizers as well as the performers/vendors contracted for the event. The Mayor suggested the parade may be cancelled and the expectation by many is that it will be.

COUNCILMAN JOSEPH EMERSON

He inquired as to the status of the Borough's Personnel Manual. He was advised that the Borough Attorney would follow-up with David Corrigan, Esq., labor counsel.

HEARING OF CITIZENS.

Mayor Zimmermann entertained a motion to open the floor to a hearing of citizens. On motion by Stoltz, seconded by Emerson, unanimous on call of roll of those present.

No citizens were present telephonically for hearing of citizens.

Mayor Zimmermann entertained a motion to close the hearing of citizens. On motion by Stoltz, seconded by DeBaise, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to adjourn the meeting at 4:46 P.M. On motion by Emerson, seconded by Stoltz, unanimous on call of roll of those present.

APPROVED: _____
ROBERT J. ZIMMERMANN, MAYOR

ATTEST: _____
CLAIRE FOY, BOROUGH CLERK