

**BOROUGH OF WOODCLIFF LAKE  
MAYOR AND COUNCIL MINUTES**

**September 6, 2011**

**8:00 p.m.**

**CALL TO ORDER.**

Notice of this meeting, in accordance with the "Open Public Meetings Law, 1975, C. "231", has been posted and two newspapers, The Record and The Ridgewood News, have been notified.

**ROLL CALL.**

Mayor LaPaglia was present. Councilmembers Bader, Baum, Camella, Hoffman and Struk were present on roll call. Councilmember Glaser was absent due to water problems at his home due to Hurricane Irene. Attorney Madaio, Administrator Albrecht and Borough Clerk Sciara were also present.

**PLEDGE OF ALLEGIANCE.**

All present recited the Pledge of Allegiance led by Mayor LaPaglia.

**APPROVAL OF MINUTES.**

**RESOLVED**, that the Minutes of a Regular Mayor and Council Meeting on August 15, 2011 have been received by all Councilpersons, are hereby approved as amended.

**ROLL CALL:**

Introduce: Mr. Bader  
Second: Mr. Camella  
Ayes: Mr. Hoffman, Mr. Struk, Mr. Baum, Mr. Camella, Mr. Bader  
Nays: None  
Abstain: None  
Absent: Mr. Glaser

**PUBLIC HEARING**

**Ordinance 11-11**

- A. Clerk offers Proof of Publication.
- B. Ordinance is read by title only

**Be it Resolved, that the Ordinance entitled  
“An Ordinance Amending and Supplementing Chapter 30 of the Revised  
General Code of the Borough of Woodcliff Lake entitled “Fire Department” to  
Supplement the Criteria for Membership”**

- C. Motion to open the meeting to the public was made by Mr. Camella, second
- D. by Mr. Bader and approved unanimously by voice call vote.

Hearing no comment from the public, motion to close the meeting to the public was made by Mr. Baum, second by Mr. Camella and approved unanimously by voice call vote.

D. Adoption.

**Be it Resolved, that the Ordinance entitled  
“An Ordinance Amending and Supplementing Chapter 30 of the Revised General Code of  
the Borough of Woodcliff Lake entitled “Fire Department” to Supplement the Criteria for  
Membership”**

introduced at a Regular Meeting of the Mayor and Council held on August 15, 2011 published in the form presented to and read at this Meeting, shall be appended to the Minutes of this Meeting, and made part of this Resolution and shall be passed on second and final reading, and the Borough Clerk is authorized to advertise the same according to law.

**ROLL CALL:**

Introduce: Mr. Camella  
Second: Mr. Baum  
Ayes: Mr. Hoffman, Mr. Struk, Mr. Bader, Mr. Baum, Mr. Camella  
Nays: None  
Abstain: None  
Absent: Mr. Glaser

**ENGINEER’S REPORT.**

**Intersection Improvements at Woodcliff Avenue and Werimus Road**

Boswell has completed the design and has submitted a copy to the Mayor and council and Gary Ascolese for review and comments. Councilman Camella and Engineer Sachs will meet with the resident as soon as can be scheduled to walk the property with her to explain the improvements needed for this project.

**Intersection Improvements at Kinderkamack road and Prospect Avenue**

Boswell has completed the design and has submitted a copy to the Mayor and Council and Gary Ascolese for review and comments. Upon receipt of Mr. Ascolese’s comments, Boswell will incorporate said comments into the documents.

**2010 NJDOT Pascack Valley Cooperative Pricing System for Road Paving Program**

This project is substantially complete. Final paperwork is being processed. Boswell Engineering is waiting for NJDOT to perform their final site inspection.

**2011 Municipal Road Improvement Program – Glen Road (from Woodland Road to its intersection with Spring Valley Road), Blueberry Drive (from Overlook Drive to Municipal Boundary), Debra Court, Apple Ridge road and the Remainder of Tice Boulevard from the 2011 NJDOT Project (Transferred to NJDOT Project)**

This project is substantially complete. Changing of catch basin heads, bicycle safe grates, striping (two strip bars) and punch list items remain to be completed.

**Intersection Improvements to Chestnut Ridge Road and Saddle River Road (Bergen County Project)**

To be resubmitted to the County for final review by September 6, 2011.

**2011 NJDOT Local Aid Project – Tice Boulevard (from Chestnut Ridge Road to its Terminus)**

Transferred to the Pascack Valley Consortium NJDTO Road Paving Project.

**United Water Woodcliff Lake Dam Project**

Boswell has substantially completed the design and has attended a meeting on, August 17, 2011 with Gary Ascolese to review the proposed design. Boswell is awaiting receipt of Mr. Ascolese's comments. Boswell will incorporate said comments into the documents for the Borough's and United Water's review.

**MAYOR'S REPORT.**

Welcome back to those Council members, employees, and residents who were away for the summer vacations. This past Labor Day weekend marks the end of summer for many of us. The weather and its effects on our daily routine has been the focus of your emergency services and other Borough personnel these past few weeks. Starting with the mild earthquake in Virginia on September 22<sup>nd</sup> and followed later that week by hurricane Irene which hit the Northeast the following Saturday and Sunday. We lost power throughout most of Woodcliff Lake for 24 to 48 hours beginning on Sunday morning because of flooding at the Hillsdale power sub-station on Paterson Street in Hillsdale. Our emergency services personnel lead by OEM Coordinator Herb Kuehlke, Police Chief Anthony Jannicelli and Fire Chief Jared Shapiro, along with our DPW Supervisor, Dave Antoine and Borough Administrator, Wolfgang Albrecht (who cut short his vacation to return early to Woodcliff Lake) all did an excellent job during and after the storm.

On the more pleasant side, we had the official opening of our first ever Toddler Park and passive walking path on the Westervelt-Lydecker property yesterday at noon. Many residents with young children as well as public officials attended this happy event. I want to thank the many residents and organizations who contributed to the new park.

Labor Day also marked the official closing of the Old Mill Pool for the 2011 season, but we will open the pool next Saturday and Sunday for the last time this season as a bonus to our pool members. Jay Esposito, our Parks and Recreation Director, did another excellent job this year organizing the pool staff, summer camp and related activities. Pool membership this past summer was another record and the pool staff did a great job having the pool clean and safe.

September also marks the start of the political campaigning for the November General Election. I trust that we will have a serious and open campaign without personal attacks and mudslinging.

Lastly, next Sunday, September 11<sup>th</sup>, marks the tenth anniversary of the attacks on the World Trade Center and other sites in the United States. Over 3,000 people lost their lives in the

attacks. We are having a small memorial services at the Jack D'Ambrosi Sports Complex at the Old Mill Park at 6 PM that evening to honor and remember those who died. I encourage all to attend.

## **ADMINISTRATOR'S REPORT.**

### **Hurricane Irene**

The preparation and events of Hurricane Irene took center stage this last week. It was important for me to cut my vacation short, return and call our team together for a *Hurricane Preparedness* meeting. Joining our team preparedness meeting of department heads was Councilman Camella, representing our governing body. Additional councilpersons checked in throughout the weekend as well Mayor LaPaglia and **all** Councilmen being in constant contact with our OEM Coordinator Herb Kuehlke.

Following the weekend event, a *Hurricane De-briefing* was held on Tuesday, August 30<sup>th</sup> to review the strengths of our overall effort during the storm and what adjustments/improvements need to be considered given what we learned. We have agreed that as a follow-up to the hurricane a committee of staff, emergency personnel and Council representatives will meet and discuss recommendations for improvements to our preparedness plan.

Let me acknowledge and thank all of our emergency personnel and team, lead by OEM coordinator Herb Kuehlke, for an outstanding effort under very difficult circumstances.

Our DPW facility was made available to both DPW's of Westwood and Hillsdale, who sustained flooding issues, to store equipment. The WCL DPW has also assisted Westwood with clean-up efforts following the hurricane.

Job well done!

### **Best Practices Inventory Questionnaire**

Under separate memo we attached a copy of the CY 2011 Best Practices Inventory Questionnaire which was discussed with the Finance Committee at our August monthly meeting. This year's checklist, which addresses many items in Governor' Christie's "Tool Kit", has been reduced from 88 questions last year to 50 questions this year.

Our CFO, Borough Clerk and I completed the questionnaire and Mr. Laufeld submitted the questionnaire on-line. The completed form must be an agenda item for discussion at a municipal governing body meeting and has been scheduled for September 6, 2011. The purpose is to ensure that local officials have been apprised of the response. This can happen before or after actual submission of the inventory form. The Finance Committee has concurred that we will list the discussion for September's meeting.

The completed Best Practices Inventory Questionnaire was forwarded to the governing body under separate cover.

### **Bergen County Open Space, Recreation, Farmland & Historic Preservation Trust Fund Grant Application**

Our application for the 2011 funding round of the Bergen County Open Space, Recreation, Farmland

& Historic Trust Fund Municipal Park Improvement Program was submitted on September 1, 2011. I will have some park renderings of the areas in need of improvement that we have submitted at the September 6th meeting.

### **CDBG (Community Development Block Grant) Program Application**

The Community Development Block Grant applications for FY2012 are due by October 7, 2011. Each year the Borough submits an application and receives funding for its Senior Activities. This past year the funding was increased from \$3,000 to \$4,950. We will make an application again for the increased funding. Additionally, I recommend for your consideration an additional application for the repair/replacement of windows at the Tice Senior Center. Community Development staff have indicated that this is a viable grant proposal.

The windows at the Tice Senior Center are in need of repair and/or replacement. The second story windows have outlived their usefulness and must be replaced. The first floor windows including the porch can be scraped, deglazed and repainted to preserve their historic value. The total cost is estimated at approximately \$15,000.00 dollars.

### **Pascack Valley Municipal Managers Meeting**

The Pascack Valley Manager's Meeting was held on August 4, 2011 in Old Tappan. In attendance were Montvale, Park Ridge, Woodcliff Lake, River Vale, Old Tappan, Westwood, and Emerson. The following agenda items were discussed: Road Program/NJDOT Funding-next steps moving forward; Bylaws for CDBG (Bergen Community Development Block Grant) Program-discussion of working bylaws for our region; Comparison of Audit Findings amongst the Pascack Valley municipalities; United Water Rate Increase- strategy to challenges requested rate increase; Potential Shared Services for discussion-Stream Cleaning\*Tree & Stump removal\*Emergency Plumbing Services\*Electrical Services; Leaf Initiative for Pascack Valley municipalities; Shared Service for part-time finance office position; QPA services.

### **Ribbon Cutting of the Westervelt-Lydecker Park Walking Path & Toddler Playground**

The Borough has developed a comprehensive walking plan and state-of-the-art playground at the Westervelt-Lydecker Park. Preparations have been underway for the Monday, September 5, 2011 - 12Noon Ribbon Cutting.

### **Improve Purchasing Process for Borough Expenses**

The Mayor and Council are desirous of having a uniform purchasing process for the borough. The Borough Administrator has distributed a draft Purchasing Procedures memo and reviewed same with the Finance Committee during the July committee meeting. Additionally, the BA has recommended the inclusion of a formalized requisition system to supplement the current purchasing system. Implementation of the uniform purchasing procedures will take place by September. Contingent upon available funding, the requisition module may be in place by year's end.

## **OLD BUSINESS**

Discussion of letter received from Councilman D’Urso of Washington Township, NJ re: GSP Exit 171

All agreed that the governing body of Woodcliff Lake had discussed this issue at their last meeting. A letter was written by the borough clerk to the Mayor and council president of Washington Township stating that the Borough of Woodcliff Lake was not interested in changing the exit pattern of GSP Exit 171. Administrator Albrecht was asked to relay the sentiments of the governing body on the GSP exit 171 issue to Washington Township again via a phone call.

## **NEW BUSINESS.**

### **Discussion of Best Practices Inventory Questionnaire**

Administrator Albrecht stated that with the input from the CFO, the borough clerk and himself, the Best Practices Inventory Questionnaire was submitted to the State.

Councilman Hoffman asked if classes taken by council members were mandatory. Administrator Albrecht stated that the governing body would have to include classes taken by council members in the personnel manual in order to receive the points on the questionnaire for mandatory classes.

Mayor LaPaglia stated that he would like the Council to research the adoption of a Pay-to-Play Policy to be introduced before the end of the year. Attorney Madaio will work with Administrator Albrecht to research and advise the governing body on this issue.

### **Introduction of 11-12**

#### **“An Ordinance of the Borough of Woodcliff Lake, County of Bergen, State of New Jersey, to Revise Ordinance 250-3(1) to Update the Method of Notification for No Parking due to Declaration of Emergency”**

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 19<sup>th</sup> day of September , at 8:00 o’clock P.M., or as soon thereafter as the matter can be reached, at the regular meeting place of the Borough Council, and that at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance, and that the Borough Clerk is hereby 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 be further considered for final passage.

### **ROLL CALL:**

Introduce: Mr. Bader  
Second: Mr. Hoffman  
Ayes: Mr. Struk, Mr. Baum, Mr. Camella, Mr. Hoffman, Mr. Bader  
Nays: None  
Absent: Mr. Glaser  
Abstain: None

## **PUBLIC FORUM**

Motion to open the meeting to the public was made by Mr. Bader, second by Mr. Baum and approved unanimously by voice call vote.

**Joseph Langschultz, 20 Pascack Road, Woodcliff Lake**, asked if the Church Road improvements will include a pedestrian sidewalk. Mayor LaPaglia stated he would inquire as to this possibility.

**Carlos Rendo, 10 Balsam Road, Woodcliff Lake** came to discuss the letter he recently sent to the Mayor and Council about the flooding problem at his residence. This is not the first time Mr. Rendo has come before the Council to ask for their assistance with this issue. His house is located next to Major Field. Mr. Rendo stated that when the leaves fall from the trees, they clog the storm drain near his house. This causes severe flooding to his property.

Mayor LaPaglia stated that the Borough is very sympathetic to his problem. The Mayor asked Mr. Rendo for permission to have the borough administrator, construction code official and the borough engineer would be out to survey his property and recommend appropriate measures to help alleviate the flooding problem.

Motion to close the meeting to the public was made by Mr. Camella, second by Mr. Baum and approved unanimously by voice call vote.

## **CONSENT AGENDA DISCUSSION.**

## **CONSENT AGENDA VOTE.**

Motion to approve the Consent Agenda as presented was made by Mr. Camella, second by Mr. Hoffman.

## **ROLL CALL:**

Introduce: Mr. Bader  
Second: Mr. Camella  
Ayes: Mr. Hoffman, Mr. Struk, Mr. Baum, Mr. Camella, Mr. Bader  
Nays: None  
Abstain: None  
Absent: Mr. Glaser

## **ADJOURNMENT.**

On a motion made, seconded and approved by voice call vote, the meeting was adjourned. The time is 9:40 p.m.

Respectfully submitted,

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Lori Sciara, RMC/CMC

**CLAIMS AND BILLS.**

**Authority to Pay Claims.**

**(Consent Agenda - 1)**

**RESOLVED**, that the following current claims against the Borough for materials and services have been considered and are proper and hereby are approved for payment:

Current Fund	\$ 1,049,651.43
Animal Control Fund	\$ 9.00
Capital Fund	\$ 216,216.00

**Payroll**

**(Consent Agenda-2)**

**RESOLVED**, that the following Payroll Disbursements made by the Treasurer since the last meeting are proper and hereby ratified and approved:

Payroll released	\$ 217,632.14
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**New Jersey Department of Transportation for the Improvements to Campbell Avenue Project.**

**(Consent Agenda-3)**

**NOW, THEREFORE BE IT RESOLVED**, that the Council of Borough of Woodcliff Lake, 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 MA-2012-Woodcliff Lake Borough-00148 to the New Jersey Department of Transportation on behalf of Borough of Woodcliff Lake.

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

**Resolution Authorizing Approval of Items of Revenue and Appropriation – Chapter 159 – NJSA 40A:4-87 Body Armor Replacement Fund**

**(Consent Agenda-4)**

**WHEREAS**, NJSA 40A:87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of adoption of the budget; and

**WHEREAS**, the Director may also approve the insertion of an item of appropriation for equal amount.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodcliff Lake in the County of Bergen, NJ, hereby requests the Director of the Division of Local Government to approve the insertion of an item of revenue in the budget of the year 2011 in the sum of \$1,275.00 from the US Dept. of Justice Body Armor Fund which is not available.

**BE IT FURTHER RESOLVED** that the sum of \$1,275.00 is hereby appropriated under the caption of Body Armor Replacement Fund.

**Resolution Authorizing Approval of Items of Revenue and Appropriation – Chapter 159 – NJSA 40A:4-87 Recycling Tonnage Grant** (Consent Agenda-5)

**WHEREAS**, NJSA 40A:87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of adoption of the budget; and

**WHEREAS**, the Director may also approve the insertion of an item of appropriation for equal amount.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodcliff Lake in the County of Bergen, NJ, hereby requests the Director of the Division of Local Government to approve the insertion of an item of revenue in the budget of the year 2011 in the sum of \$41,631.57 from the State of NJ 2008/2009 Recycling Tonnage Grants.

**BE IT FURTHER RESOLVED** that the sum of \$41,631.57.00 is hereby appropriated under the caption of State of NJ Recycling Tonnage Grant.

**Resolution Authorizing the Installation of a Catch Basin at 3 Colonial Court** (Consent Agenda-6)

**WHEREAS**, it has been deemed by the Acting DPW Superintendent and the Borough Administrator that a catch basin needs to be installed at 3 Colonial Court; and

**WHEREAS**, the Chief Financial Officer has stated that funds are available for this project not to exceed \$6,000.00.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Woodcliff Lake authorize the installation of a catch basin at 3 Colonial Court.