

**BOROUGH OF WOODCLIFF LAKE
MAYOR AND COUNCIL MEETING MINUTES
SINE DIE MEETING
January 7, 2018
11:00 AM**

CALL TO ORDER

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

ROLL CALL

Mayor Carlos Rendo asked for roll call. Council members Belgiovine, Gadaleta, Hayes, Herrington, Piantino and Panso were present. Borough Attorney Ron Dario, Borough Administrator Tomas Padilla and Borough Clerk Debbie Dakin were present as well.

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

APPROVAL OF MINUTES

MOTION to approve the Minutes of December 18, 2017 (Open) was made by Councilman Belgiovine, seconded by Council President Panso and approved by Council members Belgiovine, Gadaleta, Hayes, Herrington, Piantino and Panso.

MOTION to approve the Minutes of December 18, 2017 (Closed) was made by Councilman Belgiovine, seconded by Council President Panso and approved by Council members Belgiovine, Gadaleta, Hayes, Herrington, Piantino and Panso.

FIRE DEPARTMENT APPOINTMENT

Appointment of Burt Hoyt as a member of the Woodcliff Lake Fire Department

MAYOR'S STATE OF MUNICIPALITY ADDRESS

ADMINISTRATOR'S REPORT

ENGINEER'S REPORT

(Please see attached)

Mayor Rendo presented Council President Panso and Councilman Piantino with a plaque for their dedication to the Borough.

OUTGOING COUNCIL MEMBERS' STATEMENTS

PUBLIC COMMENT

MOTION to open to the public was made by Councilman Belgiovine, seconded by Council President Panso and unanimously approved.

No comments.

MOTION to close to the public was made by Councilman Belgiovine, seconded by Council President Panso and unanimously approved.

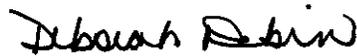
CONSENT AGENDA

MOTION to approve the Consent Agenda was made by Councilman Belgiovine, seconded by Council President Panso and unanimously approved.

ADJOURNMENT

MOTION to adjourn at 11:20 AM was made by Councilman Belgiovine, seconded by Council President Panso and unanimously approved.

Respectfully submitted,



Deborah Dakin, RMC, CMR
Borough Clerk

MONTHLY ENGINEER'S REPORT AND END-OF-YEAR REPORT
BOROUGH OF WOODCLIFF LAKE
JANUARY 4, 2018

Monthly Engineer's Report

1. 2017 Municipal Road Program

Start Date: October 3, 2017
End Date: November 23, 2017 (tentative)
Budget Cost: \$500,000 (municipal) + \$150,000 (NJDOT FY2016 Grant) + \$150,000 (NJDOT FY2017 Grant)
Status: Punch-list Phase

The 2017 Municipal Road Program includes the following roadways: Wyandemere Road, Windham Court, Wildwood Road, Benjamin Court, Shaw Road, and the Municipal Pool Entrance driveway. The project began construction on October 3, 2017. As of December 4, 2017, the contractor has virtually completed all work for the project. NEA is currently preparing a punch-list of any outstanding issues to be addressed. NEA will provide the Borough with an update as soon as the information is available.

2. Bank Stabilization and Outfall Reconstruction at 77 Brookview Drive

Start Date: To Be Determined
End Date: To Be Determined
Budget Estimate: \$160,377.50 (NEA Preliminary Estimate dated March 6, 2017)
Status: Survey, wetland delineation, and design completed, permit review/approval is pending

NEA submitted the permit applications to the NJDEP on November 10, 2017. NEA is currently responding to comments from the NJDEP regarding the submitted plans. NEA anticipates a response from the NJDEP during February of 2018. Bid documents will be finalized over the winter, and will likely go out to bid in early 2018, for spring 2018 construction.

3. Glen Road Culvert

The Borough Administrator, DPW Superintendent, and NEA met at the culvert site with the Borough Engineer for Park Ridge (Eve Mancuso, of Brooker Engineering). Brooker Engineering previously prepared a cost estimate based on a visual inspection of the bridge deck only, meaning no thorough investigation was performed regarding the structural integrity of the abutments. Additionally, the Brooker cost estimate was prepared several years ago, and would therefore need to be updated, and should also be updated based on an actual structural bridge investigation. NEA is currently researching if any recent bridge inspection surveys were performed on this structure. However, if a structural bridge survey was not completed recently, NEA would recommend that a bridge inspection company be retained to perform an in-depth investigation to determine the actual limit and scope of construction, rather than relying on a visual inspection only. Presumably, the cost of this investigation would be split evenly between both Boroughs. NEA will provide an update regarding the status of the structural bridge survey research.

4. Woodcliff Avenue Barn Rehabilitation

NEA understands that the Borough is interested in converting the existing barn, located at the intersection of Woodcliff Avenue and Broadway, into a restaurant. NEA understands that the Borough would own the property, and lease the lands to a developer-operator who would renovate the structure to comply with current construction codes, and to support a restaurant.



As requested by the Mayor and Council, NEA has undertaken preliminary steps to determine the cost of preparing a Request for Proposal (RFP) for the rehabilitation, or partial reconstruction of the barn, located behind the train station. NEA visited the site with the Borough Administrator and DPW Superintendent, along with a prospective architectural sub-consultant under NEA, to more accurately identify the scope of work for the project. NEA will provide a proposal to prepare the comprehensive RFP required for the project.

End-of-Year Review

1. 2016 Municipal Road Paving Program

The 2016 Municipal Road Program included the following roadways: Woodland Drive, Dorchester Road, Thomas Court, Heather Hill cul-de-sac, and the Borough Pool Filter House Lot. Previously selected roads from the 2015 Program, which were not awarded then, but were included in the 2016 Program are Daniel Court, Fern Street, and Balsam Road. The project started on October 3, 2016, and was completed on December 9, 2016. Final project close-out was processed by the Borough on February 7, 2017.

2. Wright Street Pavement Surface Modification

A resident of Wright Street complained about apparent “roller streaks” on the surface of the pavement in front of their residence. NEA contacted the paving contractor, who initially paved the road about two years prior (part of 2015 or 2016 road program). The contractor recently returned to the site and the performed surface modifications.

3. Werimus Lane Bridge Repair

Start Date: October 1, 2015
End Date: May 13, 2016
Part 1 Repairs: \$18,000.00 total (50/50 cost sharing), completed in 2016
Part 2 Repairs: \$300,750 total (Hillsdale Preliminary Estimate, November 2015)

NEA understands that Phase 1 of the culvert repairs has been satisfactorily completed. The Borough of Hillsdale remains the lead agency for the remaining repairs recommended in the TranSystems’ inspection report, including repair and replacement of gabion walls estimated at \$300,750. Per recent direction from the Mayor and Council, NEA will coordinate and schedule meetings with the Administrators of both Boroughs to define project improvement limits, review estimated construction costs, and agree to terms on the cost responsibilities of each municipality. NEA will then prepare and submit a proposal to the Boroughs for survey, design, permitting, bidding, and construction management of the project as a competitive bid to a proposal to be provided by Hillsdale’s Borough Engineer.

5. Bear Brook & Glen Road Erosion Repairs

Start Date: To Be Determined
End Date: To Be Determined
Budget Cost: To Be Determined
Budget Status: To Be Determined

During coordination related to the above-referenced Glen Road Culvert repair project, the Borough of Woodcliff Lake was notified by Park Ridge of erosion observed on the stream bank of the Bear Brook directly upstream from 38 Glen Road. This observation was made by Park Ridge Borough Engineer, Eve Mancuso, P.E., while responding to a complaint from the property owner at 27 Glendale Road in the Borough of Park Ridge. Her concern is that this area of the bank is adjacent to Glen Road and any further deterioration or erosion could jeopardize the structural integrity of the embankment of the elevated Glen Road at this location.



Shortly thereafter, NEA made inspection of the affected area with Brooker Engineering and representatives from each Borough. NEA observed erosion of the stream bank between the private property at 38 Glen Road and an existing stormwater outfall approximately 100 to 200 feet upstream. Also observed was the significant transport of sediments and large quantities of both rip rap and river stone by previous flood waters from their upstream origin through the affected area of residential properties at 38 Glen Road (Woodcliff Lake) and 27 Glendale Road (Park Ridge). As such, Mrs. Mancuso suggested coordination of a joint stream restoration project between Boroughs. Park Ridge already intends to perform minor de-silting and de-snagging to remove accumulated river stone for the diverted portion of the stream adjacent to 27 Glendale Road to normalize the channel back to its prior cross-section for the benefit of the Park Ridge resident. She suggested that the Borough of Woodcliff Lake do the same for the diverted portion of the stream adjacent to 38 Glen Road, for the benefit of the Woodcliff Lake resident, while also addressing the concern of the eroded embankment upstream relative to Glen Road.

Please note that in July 2014, the Borough of Woodcliff Lake had previously assisted the homeowner at 38 Glen Road with removal of large fallen trees, tree limbs, and a gabion basket from their property and the Bear Brook by the Bergen County Mosquito Commission under the limitations of the Flood Hazard Area Control Act Permit By Rule statute immediately following the significant flash flood event that caused this damage. The homeowner was also provided direct contact to staff at NJDEP who could assist the homeowner with any further desired stream stabilization on private property that would require permits.

Review of the current tax map confirms that the affected portion of the Bear Brook resides entirely on private property. As such, participating in a joint project with Park Ridge for the sole benefit of each resident would be at the discretion of Mayor and Council. NEA recommends assessment of the eroded stream bank with a geotechnical engineering consultant relative to the stability and structural integrity of the embankment supporting the elevated Glen Road. Should the existing conditions be unstable, the Borough would have a vested interest in any improvements to this private property relative to the eroded stream bank and therefore warrant discussion of a joint project effort with Park ridge to realize cost savings opportunities relative to both NJDEP permitting as well as construction.

We trust you will find the above in order. Should you have any questions or require additional information, please do not hesitate to contact the undersigned.

Respectfully submitted,
Neglia Engineering Associates

A handwritten signature in black ink, appearing to read 'E. M. Jacobs', is written over a horizontal line.

Evan M. Jacobs, P.E., P.P.
For the Borough Engineer
Borough of Woodcliff Lake

\\Nea-file01\WDOXS\MUNT\WDLA\WDLAADM17001\ENGNOTE\00070837.DOCX



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Belgiovine	X		X			
Gadaleta			X			
Hayes			X			
Herrington			X			
Piantino			X			
Panso		X	X			
Mayor Rendo						

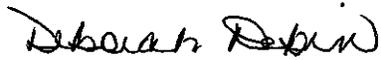
2017 Budget Transfers

RESOLUTION NO. SD18-01 January 7, 2018

<u>DEPARTMENT</u>	<u>ACCOUNT NUMBER</u>	<u>FROM</u>	<u>TO</u>
Municipal Clerk Salaries and Wages	7-01-20-120-010	4,000.00	
Municipal Clerk - Other Expenses	7-01-20-120-020		4,000.00
Tax Collection - Other Wages	7-01-20-145-020	2,000.00	
Finance – Salaries and Wages	7-01-20-130-010		2,000.00
Building and Grounds –Other Expenses	7-01-26-310-020	4,000.00	
Finance - Other Expenses	7-01-20-130-020		4,000.00
Building and Grounds – Other Expenses	7-01-26-310-020	6,000.00	
Tax Assessment	7-01-20-150-020		6,000.00
Solid Waste – Other Expenses	7-01-26-305-020	1,000.00	
Solid Waste – Salaries and Wages	7-01-26-305-010		1,000.00
Sewer – Other Expenses	7-01-31-455-020	2,000.00	
Sewer – Salaries and Wages	7-01-31-455-010		2,000.00
Landfill Disposal Costs	7-01-32-465-020	1,000.00	
Social Security	7-01-36-472-000		1,000.00
TOTAL		20,000.00	20,000.00

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen and the State of New Jersey, do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting of January 7, 2018.



**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Belgiovine	X		X			
Gadaleta			X			
Hayes			X			
Herrington			X			
Piantino			X			
Panso		X	X			
Mayor Rendo						

RESOLUTION AUTHORIZING PAYMENT OF PAYROLL

RESOLUTION NO. SD18-02

January 7, 2018

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

Payroll Released 12/31/2017 - \$203,787.54

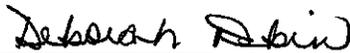
CERTIFICATION OF FUNDS

I, Harold Laufeld, Chief Financial Officer of the Borough of Woodcliff Lake, hereby duly certify that fund(s) are available for Payroll Disbursements and Payment of Claims.

Harold Laufeld
Chief Financial Officer

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 7, 2018.



DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK