

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Work Session Meeting Minutes
September 21, 2021 7:30 p.m.

The Work Session Meeting of the Municipal Council of the Borough of Ho-Ho-Kus was held in the Municipal Building at 333 Warren Avenue, Ho-Ho-Kus, NJ on September 21, 2021. The meeting was called to order at 7:33 p.m. by Mayor Randall who asked the Clerk to read the open a public meeting statement:

The Work Session Meeting of the Mayor and Council of the Borough of Ho-Ho-Kus is now in session in accordance with the provisions of Section 5 of the "Open Public Meetings Act", adequate notice of this meeting has been posted in the front lobby entrance to the Borough Hall and Council Chambers, a copy has been filed with the Borough Clerk, and copies of the Annual Notice of Meetings, of which this is a part, have been heretofore sent to the Record and the Ridgewood News.

ROLL CALL:

Mayor.....	Thomas W. Randall
Council President.....	Douglas Troast
Councilman.....	Steven Shell
Councilman.....	Edward Iannelli
Councilman.....	Kevin Crossley
Councilman.....	Dane Policastro
Councilwoman.....	Kathleen Moran

Also, in attendance: Tim Wiss Borough Attorney; William Jones, Borough Administrator; Joan Herve, Borough Clerk.

FLAG SALUTE:

Mayor Randall led those present in the salute to the American Flag and asked for a moment of silence for the service men and woman who lost their lives in Afghanistan.

CONSIDERATION OF MINUTES

August 24, 2021 – Combined Meeting of the Mayor and Council

DEPARTMENT REPORTS - Reports are on file in the Municipal Clerk's office:

Police Report – August 2021
Court Report – August 2021
Library Report – September 2021

PUBLIC DISCUSSION

Mayor Randall opened the meeting to the public. He stated if anyone desired to be heard, please raise your hand and to be recognized, and state your name and address for the record.

Seeing none, Mayor closed the meeting to the public

ADMINISTRATOR'S REPORT

Unfinished Business

BC United Way/Madeline Partnership Affordable Housing Project: - Project continues, schedule date of completion sometime in the beginning of the new year.

HHK Crossing Project – Hearing for this project will be scheduled in the near future.

Water Tanks Project – All documents have been sent to the Local Finance Board; our application is scheduled to be reviewed at their October 20, 2021 meeting.

Water Treatment System – We are close to final approvals we need for our Water Treatment System. The borough received a notice that one of our wells are above the normal PFC levels. Administrator will notify the residents with a lengthy explanation as to what it is and what the borough is doing about it.

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ADA Handicap Restrooms(2nd Floor Municipal Building) – Project scheduled to start next week. The lowest bid was \$93,000; however, the borough received a \$70,000 grant to off-set the funding for this project.

New Business

Water Infiltration System Project - The Borough is in the process of getting a loan to fund this project. The cost is approximately 2 million, however approximately 50% will be forgiven.

Below are the two projects that the Borough will be going out to bid before the end of the year:

1. The Bridge replacement at Northfield, where the Borough received a Community Development Grant in the amount of \$60,000 to fund this project
2. Paving Brookside Avenue up at the train station, where the borough received DOT Grant in the amount of \$144,346.00 to fund this project.

Mr. Jones also reported we are in the process of applying for a grant for repaving West Saddle River Road.

Budget – The process will begin in the next few weeks. Letters will be sent out to all department heads beginning October.

Storm update – Regarding Hurricane IDA 12 homes had to be evacuated. The DPW worked around the clock to remove the two pumps at the Bogert Station. They got the motors in, out and repaired in less than a week. Not one resident got sewage in their homes as a result of this which means the by-pass system works. Will have a full report at next week's meeting.

Borough Attorney Timothy Wiss Report:

Mr. Wiss updated the Mayor and Council on the purchase of the Bank of America building. He stated the next step is to hire an environmental consultant to monitor the site. Once that is completed he is looking to close at the end of year end. Administrator Jones added there are no environmental concerns that we are aware of, this is just procedural.

ADOPTION OF ORDINANCES and PUBLIC HEARING to be placed on September 28, 2021 agenda

- **2021-61** - AN ORDINANCE OF THE BOROUGH OF HO-HO-KUS, COUNTY OF BERGEN, STATE OF NEW JERSEY AUTHORIZING THE LEASE OF A PORTION OF PROPERTY OWNED BY THE BOROUGH OF HO-HO-KUS HAVING A STREET ADDRESS OF THE DPW LOCATION AT HOLLYWOOD AVENUE, PART OF LOTS 3 AND 4, BLOCK 603 BY WAY OF PUBLIC BID IN ACCORDANCE WITH PROVISIONS SET FORTH IN N.J.S.A. 40A:12-14

INTRODUCTION OF ORDINANCE to be placed on September 28, 2021 agenda

RESOLUTIONS (21-101 thru 21-105)

Resolution #21-101- Introduced by Council President Troast

A Resolution – To participate in the SFY21 Body Worn Camera Grant Program

A RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY FEDERAL GRANT PROGRAM ADMINISTERED BY THE DEPARTMENT OF LAW AND PUBLIC SAFETY IN THE AMOUNT OF \$40,760.00, AWARD GRANT NUMBER 21-BWC-199

WHEREAS, The Borough of Ho-Ho-Kus wishes to apply for funding for the SFY21 Body Worn Camera Grant program of approximately \$40,760.00 for a project grant period of 01/1/2021-08/31/2021 Grant #21-BWC-199 under the State of New Jersey, Department of Law & Public Safety; and

WHEREAS, the Mayor and Council of the Borough of Ho-Ho-Kus has reviewed the accompanying application and has authorized to accept the award, and;

WHEREAS, the project is a joint effort between the Department of Law and Public Safety and the Borough of Ho-Ho-Kus for the purpose described in the application.

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NOW THEREFORE BE IT RESOLVED; by the Mayor and Council of the Borough of Ho-Ho-Kus, County of Bergen, State of New Jersey that:

1. As a matter of public policy, the Borough of Ho-Ho-Kus wishes to participate to the fullest extent possible with the department of Law and Public Safety
2. The Attorney General will receive funds on behalf of the applicant.
3. The division of Criminal Justice shall be responsible for the receipt and review of the application for said funds.

BE IT FURTHER RESOLVED, that a copy of the resolution be forwarded to the CFO, Borough Clerk, and the Division of Criminal Justice for their records.

Resolution #21-102- Introduced by Council President Troast

A Resolution – Permission to Turn the Town Teal

WHEREAS, Turn the Towns Teal is a national campaign to create awareness of ovarian cancer and its symptoms which are often subtle; and

WHEREAS, the campaign consists of volunteers tying ribbons primarily in town centers, stores, health clubs, spas, libraries, etc. with symptom cards and information pertaining to ovarian cancer during the month of September, National Ovarian Cancer Month; and

WHEREAS, the campaign also includes lawn signs for more impact;

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Ho-Ho-Kus authorizes the Mayor to sign the letter granting the campaign permission to Turn the Town Teal.

Resolution #21-103- Introduced by Council President Troast

A Resolution – Grant Permission – Cub Scout Pack 54 – Utilize East Park

WHEREAS, the Borough of Ho Ho-Kus has received a request from Cub Scout Pack 54 to utilize East Park for their Annual Campfire Kickoff on Sunday, September 12, 2021 from 4pm – 6pm with a rain date of Sunday September 19, 2021;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus, that the request to use East Park for the Campfire Kickoff was previously approved; via email on August 26, 2021, as the next Mayor and Council meeting is after the requested date

Resolution #21-104- Introduced by Council President Troast

A Resolution – Authorize Street Closure Hollywood Place – Block Party

WHEREAS, the Borough of Ho Ho-Kus has received a request for a street closure from resident Anthony Karoleski; and

WHEREAS, Mr. Karoleski requested that Hollywood Place be closed from the intersecting street of Hollywood Avenue and the dead-end street on September 6, 2021 from 3:30pm – 8pm;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus, that the request for the street closure was previously approved via email on August 26, 2021.

Resolution #21-105- Introduced by Council President Troast

A Resolution – Professional Service for Enviromental Consultant Services

WHEREAS, the Borough of Ho-Ho-Kus requires the professional services of attorney services, for the calendar year 2021; and

WHEREAS, it is anticipated that the expenditures for each of such professional services will/may exceed the sum of \$ 21,000 in said calendar year; and

WHEREAS, the Chief Financial Officer in accordance with the Local Contracts Law has duly executed Certificates of Availability, indicating that adequate funds have been, and additional funds will be appropriated in the 2021 Budgets for fees reasonably required by each of such professionals under the following line item in said Budget:

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FOR ENGINEERING SERVICES:

1. Engineering Service & Costs - Other Expenses
2. Water Utility - Other Expenses
3. Capital Ordinances

WHEREAS, a certification of availability of funds has been received from the Chief Financial Officer or that such funds will be encumbered by Purchase Order on an as needed basis pursuant to the provisions of N.J.A.C. 5:30-5.4 et seq, and

WHEREAS, the below named professionals, as applicable have completed, submitted and filed a Business Entity Certification Disclosure which certifies that the below named persons and/ or entities have not made any reportable contributions to any political or candidate committee including (committee to elect Iannelli, Shell and Moran) Ho-Ho-Kus Republican organization; Ho-Ho-Kus Democratic organization;) in the previous one (1) year, and that the contract will prohibit the below named professionals/business entities from making reportable contributions through the term of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ho-Ho-Kus as follows:
That the appointment of:

1.

SCS Engineers	Environmental Consultant Services
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be and the same are hereby ratified, confirmed and approved.

2. That the Mayor and Borough Clerk are authorized and directed to execute contracts with each of said professionals and to take all other steps necessary to carry this resolution into effect.
3. Said appointments are made without competitive bidding under the provisions of the Local Public Contracts Law which exempts from competitive bidding "Professional Services" rendered by persons authorized by law to practice a recognized profession and whose practice is regulated by law.
4. A copy of this resolution be published in the Ridgewood News within ten days after its passage as required by law.

BE IT FURTHER RESOLVED that the contract for environmental engineers is being awarded as a non -fair and open contract, pursuant to the provisions of NJSA 19:44A-20.5

BE IT FURTHER RESOLVED that the business disclosure entity certification, as applicable, and the determination of value be placed on file with this resolution.

A motion was offered by Council President Troast and seconded by Councilman Iannelli to approve Resolutions 21-101 through 21-105. Motion carried on a roll call vote – All present voting “Aye”.

RESOLUTIONS REVIEW to be placed on September 28, 2021 agenda

- Payment of Bills –August 2021
- Authorizing the Purchase of a Police Vehicle
- To participate in the SFY21Body Worn Camera Grant Program

LIAISON REPORTS – all reports will be held to the September 28, 2021 meeting

MAYOR'S REMARKS

CLOSED SESSION - On a motion by Councilman Crossley, seconded by Councilwoman Moran, the Mayor and Council approved entering into Executive Session closed to the public. Motion Carried by voice vote – all present voting “Aye”.

A Resolution - providing for a meeting not open to the public in accordance with the provisions of the New Jersey Open Public Meetings Act. NJSA 10:4-12

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Whereas, the Borough Council of the Borough of Ho-Ho-Kus is subject to certain requirements of the Open Public Meetings Act, NJSA 10:4-6; and

Whereas, the Open Public Meetings Act, NJSA 10:4-12 provides that an Executive Session not open to the public may be held for certain specified purposes when authorized by resolution; and

Whereas, it is necessary for the Borough Council of the Borough of Ho-Ho-Kus to discuss in a session not open to the public certain matters relating to the item or items authorized by NJSA 10:4-12 (b) as follows:

8-Matters involving Employment

Now therefore, be it resolved by the Borough Council of the Borough of Ho-Ho-Kus assembled in public session on September 21, 2021 that an Executive Session closed to the public be and the same is hereby authorized for discussion of matters relating to the specified items designated above.

Closed Session began at 7:53 p.m. and ended at 8:30 p.m.

ADJOURNMENT

On a motion by Council President Troast, seconded by Councilwoman Moran, the meeting was adjourned at 8:30 p.m.

Carried by voice vote – all present voting “Aye”.

Joan Herve RMC/CMR
Borough Clerk