

OFFICIAL MINUTES
OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF LITTLE FERRY
WORKSHOP MEETING
FEBRUARY 7, 2012

CALL TO ORDER: Mayor Raguseo called the meeting to order at 6:28 p.m.

PLEDGE OF ALLEGIANCE: Mayor Raguseo led the Pledge of Allegiance

ROLL CALL: Present: Mayor Mauro Raguseo, Council President Ronald Anzalone, Councilwoman Roberta Henriquez, Councilman George Muller, Councilman Thomas Sarlo
(Note:) Councilwoman Steinhilber arrived at 6:38 p.m.
Absent: Councilwoman Sue Schuck

SUNSHINE STATEMENT:

Adequate notice of this meeting was approved by resolution adopted by the Governing Body on January 6, 2012, approved unanimously and transmitted to The Record and Star Ledger as provided by the Open Public Meeting's Act. A copy of meeting notice was filed outside of the Borough Clerk's Office and has been posted on the bulletin board outside of the Borough Clerk's Office.

OPEN TOPICS:

Borough Wide Garage Sale – Administrator Michael Capabianco explained that a resolution would be placed on next week's agenda which would authorize a proposed Borough Wide Garage Sale on the weekend of May 5th and 6th. The charge will be approximately \$10.00. He explained the procedure that would need to be followed if anyone wants to participate in the event. Mr. Capabianco said an advertisement would be placed in the newspaper. This type of garage sale has been very successful in many municipalities.

Recreation Background Checks - Mr. Capabianco explained that all organizations must go through a background check. The Borough provides the paperwork and the organizations must have it filled out and given back to the Borough. It is a service which needs to be done for the safety of the children.

ADA Transition Plan – Mr. Capabianco said he provided the Mayor and Council with a draft plan of the ADA Transition Plan. The plan will protect the Borough from litigation. It is very important to have this plan adopted. He said after the Governing Body reviews the plan, a public hearing will be necessary and it will have to be advertised. Mr. Capabianco said the Borough has to move forward and make sure the Borough is 100% in compliance with ADA requirements.

Personnel Policy Annual Review – Mr. Capabianco, along with Councilwoman Schuck and the personnel committee, has reviewed the personnel policy. He said every Borough Employee will need to have a job description. There will be recommended changes in an organizational chart. He said there will also be various cleanups. There will be changes in some of the wording in reference to the State Health Benefits Plan.

Proposed Ordinance – Code Enforcement Officer – Mr. Capabianco said this ordinance would change some of the rules which govern the Code Enforcement Officer. This proposed ordinance would allow for more internal inspections of illegal hook-ups to the sewer system. The proposed ordinance would strengthen how the Borough can address infiltration inflow and help stabilize the amount of taxes which will be raised because of the sewer bill. Attorney Monaghan addressed the ordinance in terms of legal issues. Councilwoman Henriquez questioned how the inspection for illegal hook-ups would be done. Attorney

Monaghan explained it would give the building inspector the authority to inspect the interior of the property, including sump pump hook-ups. Mr. Capabianco also said a notice will be sent to residents that the building department will do a free inspection on a house for the rest of the year to check if they have a illegal hook-up. After January, 2013, there will be a fine for anyone found to be in violation of this ordinance. Mayor Raguseo suggested giving residents a full year to be in compliance from the date the ordinance is adopted. Suggestions were given on ways to educate the public on this issue.

2 Proposed Ordinances – Surveys Required – Attorney Monaghan said it was actually one ordinance which had to be broken down into two sections. Mr. Capabianco explained that there had been a lot of applicants going before the Planning Board for additions. The survey submitted were not accurate/current. Mr. Capabianco said this ordinance will require the homeowner to provide a survey which is was done within three years. It will stop the practice of residents not getting building permits and building things illegally, improperly and without the proper inspections. Mr. Capabianco said there has been a lot of construction done over the last few years improperly. Attorney Monaghan said that even if a survey is less than three years old, an affidavit would need to be signed that there were no changes made to the property. Mayor Raguseo said he strongly believed that a three year survey along with a affidavit stating that nothing has changed is fair. Councilman Anzalone said that speaking as a member of the Planning Board, he has encountered many surveys which were not accurate and the problems build. He said he felt the language on the ordinance needed to be changed in order to eliminate any confusion on when a survey would be needed. Attorney Monaghan said he would check the language to avoid any confusion and unnecessary costs.

Mayor Raguseo said a significant amount of grant money is being invested in the beautification of Indian Lake. He asked about the planting of a tree, which the Borough received a check in the amount of \$500.00 to plant. Mr Capabianco explained the situation.

CITIZENS HEARING:

Mayor Raguseo entertained a Motion to Open Citizens Hearing:

Motion by: C/M Muller

Second by: C/W Steinhilber

All ayes

Ray Vorisek, 67 Summit Circle, came forward to speak. He spoke about the parking on Summit Circle. He felt the parking should remain the same. It has been this way for 30 years and should remain that way. Mayor Raguseo said a petition was received by a number of residents who felt that there should be parking restrictions. Mr. Vorisek was not in favor for one-sided parking on Summit Circle. Mayor Raguseo said the reason the Governing Body is talking about this problem is because a number of people who live on the block have complained and said there was a problem with the parking on Summit Circle. Mayor Raguseo said he also experienced the parking problem. Councilwoman Henriquez expressed her concern about emergency trucks getting through. Councilwoman Henriquez suggested passing the ordinance and revisiting the situation after a few months. Councilman Muller suggested doing an analysis. Police Verdi spoke and gave his opinion on this matter. He said it is not a constant problem and there is no a perfect solution to this. He said there has not been any serious problems in this area. Councilman Anzalone said a test was done on three streets in Little Ferry and felt that on a daily basis there is no problem, but there are certain times when the parking does create problems for

CITIZENS HEARING Continued:

emergency vehicles to get through. Different options were discussed to alleviate this problem.

Debbie Flannigan, 109 Summit Circle, came forward to speak. She expressed her concerns about the speeding on Summit Circle and her concerns about the parking situation. She also asked for clarification on the sump pump issue. She was not in favor of the one-sided parking. Mayor Raguseo said there is no quick fix for all these problems. Ms. Flannigan asked about revaluations. Mr. Capabianco explained how this process works. He said Little Ferry does not need a reassessment at this point.

John Flannigan, 109 Summit Circle, came forward to speak. He also spoke about the parking problems on Summit Circle. He felt it did not make sense to change the parking restrictions on Summit Circle. He suggested that the Mayor and Council take their time in looking into this matter on Summit Circle.

Since no one else wished to speak, Mayor Raguseo entertained a motion to Close Citizens Hearing:

Motion by: C/W Henriquez

Second by: C/M Anzalone

All ayes

Mayor Raguseo asked Mr. Capabianco to give an update on Borough projects.

Mr. Capabianco said the bid specs for the Pickens Street project are 99% complete. He also reported on the retaining wall at Lakeview. On March 7th, the recommendation should be made for who to award that project to. He said that in reference to Lakeview Park he met with Mr. Holley, DPW Superintendent, along with the project engineers. The plans are being revised to get the project under budget. He also said the bid prices are being reviewed to make sure the costs are accurate. Mr. Capabianco said this information should be available in the beginning of March. He said he recommended removing one of the smaller fountains and to change one of the light fixtures removing the solar aspect and making it electric. The drainage will not be as elaborate. He said he hopes the plans will be ready to go out for bid in the next couple of weeks. Mayor Raguseo asked for a target date of March 1st to go out to bid. Mr. Capabianco also reported on the 2011 road program. He said the contractors will be ready to go when the weather is consistently warm. Mr. Capabianco said at the next meeting there will be a proposed capital ordinance inclusive with the road program. He said for Eckel Road there is a State Aid Application. He also gave the road recommendation for the 2012 road program. Solar panels are still in customs and are awaiting release. He said there will be some recommendations coming out shortly for Community Development and Open Space.

Mayor Raguseo entertained a motion to enter into Closed Session.

Motion by: C/W Henriquez

Second by: C/M Anzalone

All ayes

Mayor Raguseo said matters of personnel and litigation were discussed in Closed Session.

RESOLUTION:

67. Closed Session Resolution

**AGENDA ITEMS: PROCLAMATION, RESOLUTION(S) –
ORDINANCE(S) FOR CONSIDERATION AT REGULAR MEETING:**

Mayor Raguseo entertained a motion to vote on Resolution Nos. 69, 80 and 81
Motion by: C/W Henriquez
Second by: C/M Anzalone
Roll Call: Ayes: Anzalone, Henriquez, Muller, Sarlo, Steinhilber
Nays: None
Absent: Schuck

PROCLAMATION:
Read Across America

RESOLUTIONS:

68. Amending Resolution No. 59 – Approval of State Aid Change Order No. 2 Regarding the Little Ferry Senior Center/Safety Building Roof Replacement Project
69. Authorizing the Borough Administrator and Borough Attorney to Sign the Federal 2012 Annual Certifications and Assurances for FTA Assistance as Part of the Funding Through NJ Transit that Purchased the Senior Bus **(TO BE ADOPTED FEBRUARY 7, 2012)**
70. Authorizing the Mayor to Approve Application for the Renewal of a Blue Light Permit – William Quiroga
71. Release of Escrow – Road Opening – Dutra Excavating & Sewer, Inc.
72. Approval of Minutes – Sine-Die Meeting – January 6, 2012
73. Revising Resolution No. 55, Dated 1/6/12, Redemption of Certificate No. 11-00003
74. Creating a Borough Wide Garage Sale and Promulgating Rules
75. Approval of Application for Raffle License – American Sokol Little Ferry – Off-Premise Raffle
76. Approval of Bingo License – Senior Citizens Club
77. Appointing Borough Administrator as ADA Compliance Officer
78. Appointment of Part-Time Police Dispatcher – Megan Kearney
79. A Resolution to Affirm the Borough of Little Ferry’s Civil Rights Policy with Respect to all Officials, Appointees, Employees, Prospective Employees, Volunteers, Independent Contractors, and Members of the Public that come into Contact with Municipal Employees, Officials and Volunteers
80. Authorizing the Borough Administrator and the Borough Attorney to Sign an Agreement with ASCAP **(TO BE ADOPTED FEBRUARY 7, 2012)**
81. Establishing the Election of Members of the Little Ferry Board of Education as the First Tuesday After the First Monday in November **(TO BE ADOPTED FEBRUARY 7, 2012)**
82. Appointing Elizabeth C. McKenzie, P.P., P.A. as Planner on Existing Matters
83. Refund of Clothing Depositories Permit Fee
84. Cancellation of Prior Year Outstanding Checks

ORDINANCE(S) FOR INTRODUCTION:

ORDINANCE NO. 1354-09-12 – AN ORDINANCE AMENDING CHAPTER 18, SECTION 1.20 ENTITLED “CODE ENFORCEMENT OFFICER” OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

Workshop Meeting

ORDINANCES(S) FOR INTRODUCTION Continued:

Public Hearing for Ordinance No. 1354-09-12 shall be held on March 13, 2012 at 7:00 p.m. Upon completion of the Public Hearing, the Ordinance shall be considered for final adoption.

ORDINANCE NO. 1355-10-12 – AN ORDINANCE AMENDING CHAPTER 13, SECTION 4 ENTITLED “SURVEYS REQUIRED” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

Public Hearing for Ordinance No. 1355-10-12 shall be held on March 13, 2012 at 7:00 p.m. Upon completion of the Public Hearing, the Ordinance shall be considered for final adoption.

ORDINANCE NO. 1356-11-12 – AN ORDINANCE AMENDING CHAPTER 35, SECTION 107, SUBPARAGRAPH a ENTITLED “COMPLIANCE WITH ARTICLE” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

Public Hearing for Ordinance No. 1356-11-12 shall be held on March 13, 2012 at 7:00 p.m. Upon completion of the Public Hearing, the Ordinance shall be considered for final adoption.

ORDINANCES FOR INTRODUCTION continued:

ORDINANCE NO. 1357-12-12 – AN ORDINANCE ADDING CHAPTER _____, SECTION _____, ENTITLED “PROHIBITED DISCHARGES AND CONNECTIONS” OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

Public Hearing for Ordinance No. 1357-12-12 shall be held on March 13, 2012 at 7:00 p.m. Upon completion of the Public Hearing, the Ordinance shall be considered for final adoption.

ORDINANCE NO. 1358-13-12 – AN ORDINANCE AMENDING CHAPTER 2, SECTION 24.28 ENTITLED “EMPLOYMENT OF OFF DUTY POLICE OFFICERS, RATES OF COMPENSATION; ADMINISTRATIVE FEE; PAYMENT FOR SERVICES” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

Public Hearing for Ordinance No. 1358-13-12 shall be held on March 13, 2012 at 7:00 p.m. Upon completion of the Public Hearing, the Ordinance shall be considered for final adoption.

ORDINANCE NO. 1359-14-12 – AN ORDINANCE AMENDING AN ORDINANCE ENTITLED “ANIMAL CONTROL” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

Public Hearing for Ordinance No. 1359-14-12 shall be held on March 13, 2012 at 7:00 p.m. Upon completion of the Public Hearing, the Ordinance shall be considered for final adoption.

Workshop Meeting

ORDINANCES FOR FINAL PASSAGE:

ORDINANCE NO. 1346-01-12 – AN ORDINANCE AMENDING AN ORDINANCE ENTITLED “REQUIRED PARKING” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

ORDINANCE NO. 1347-02-12 – AN ORDINANCE AMENDING AN ORDINANCE ENTITLED “TRAFFIC CONTROLS FOR STREET AND HIGHWAY CONSTRUCTION AND MAINTENANCE OPERATIONS FOR MUNICIPAL ROADS” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

ORDINANCE NO. 1348-03-12 – AN ORDINANCE AMENDING AN ORDINANCE ENTITLED “PARKING TIME LIMITED ON CERTAIN STREETS” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

ORDINANCE NO. 1349-04-12 – AN ORDINANCE AMENDING AN ORDINANCE ENTITLED “PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS” OF THE REVISED GENERAL ORDINANCE OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

ORDINANCE NO. 1350-05-12 – AN ORDINANCE AMENDING AN ORDINANCE ENTITLED “PARKING PROHIBITED DURING CERTAIN HOURS ON CERTAIN STREETS” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

ORDINANCE NO. 1351-06-12 – AN ORDINANCE AMENDING AN ORDINANCE ENTITLED “ONE WAY STREETS OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

ORDINANCE NO. 1352-07-12 – AN ORDINANCE AMENDING AN ORDINANCE ENTITLED “HANDICAPPED PARKING IN MUNICIPAL PARKING LOTS AND BOARD OF EDUCATION PROPERTY” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

ORDINANCE NO. 1353-08-12 – AN ORDINANCE AMENDING AN ORDINANCE ENTITLED “RENTAL UNITS AND APARTMENTS, ILLEGAL” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LITTLE FERRY, COUNTY OF BERGEN AND STATE OF NEW JERSEY.

Since there was no other business to be conducted, Mayor Raguseo entertained a motion to adjourn.

Motion by: C/W Steinhilber
Second by: C/M Anzalone
All ayes

Workshop Meeting

Meeting adjourned at 9:20 p.m.

Minutes transcribed by Deputy Borough Clerk Patricia Lazzaro and respectfully submitted by Borough Clerk Barbara Maldonado. I hereby certify the foregoing Minutes to be a true account of the Workshop Meeting of the Mayor and Council held on February 7, 2012.

Barbara Maldonado, Borough Clerk