

BOROUGH OF TOTOWA

MINUTES OF THE MAYOR AND COUNCIL

June 27, 2017

PRESENT: Mayor John Coiro, presiding, Council President Lou D'Angelo, Councilwoman Carolyn Fontanella, Councilwoman Debra Andriani, Councilman Anthony Picarelli, Councilman John Capo, Deputy Municipal Clerk Kathryn Wasilewski and Municipal Attorney Robert Corrado.

ABSENT: Councilman William Bucher and Municipal Clerk Joseph Wassel.

Mayor John Coiro called the meeting to order and asked the Deputy Municipal Clerk to call the roll.

Deputy Municipal Clerk Wasilewski recited the Prayer of the Meeting followed with the Pledge of Allegiance to the Flag with the public participating.

Mayor Coiro asked the Deputy Municipal Clerk to read the statement of the meeting.

The Deputy Municipal Clerk read the following statement: This meeting of the Mayor and Council held on this day is being held in accordance with Chapter 231, P.L. 1975 of the State of New Jersey as amended. The agenda for this meeting has been prepared and distributed to the Mayor and Council and a copy has been on file in the Office of the Municipal Clerk.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Fontanella to dispense with the regular order of business in order to enable the Mayor and Council to present a Proclamation In Honor And Recognition Of Claude Kranik For Sixty Years Of Service To The Borough Of Totowa Fire Department and a Proclamation In Honor And Recognition Of Frank Sperling For Fifty Years Of Service To The Borough Of Totowa Fire Department. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro asked Fire Chief Vincent Marciano and Assistant Fire Chief James Booth to join him and then asked Claude Kranik to approach the dais to receive the proclamation. Mayor Coiro then read some excerpts from the proclamation and presented the proclamation to Claude Kranik and expressed that we can't thank you enough.

Claude thanked the Mayor and Council for the proclamation, his family and fellow firemen.

Mayor Coiro then asked Frank Sperling to approach the dais to receive his proclamation. Mayor Coiro then read some excerpts from the proclamation and presented the proclamation to Frank Sperling and also said that we can't thank you enough.

Frank thanked the Mayor and Council for the proclamation, his family and fellow firemen.

Mayor Coiro announced that we would have a short recess so everyone in attendance could offer their congratulations to Claude and Frank.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Fontanella to revert to the regular order of business. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro asked if any members of the Council, the Municipal Clerk or the Municipal Attorney wished to address the Council.

Councilwoman Andriani: Said the first show of the Summer Concert Series was held on June 28th with Bobby "D" and Park Ave and it was a success with a nice turnout.

CITIZENS HEARD:

There were no citizens who wished to be heard.

There was a motion by Councilwoman Fontanella, seconded by Councilwoman Andriani to approve the Minutes of the Mayor and Council for the meeting of June 13, 2017. On roll call vote, all members of the Council present voted in the affirmative. Councilman Capo abstained from the voting.

COMMITTEE ON FINANCE:

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to approve Resolution No. 2017-14 for the payment of bills. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following Resolution To Acknowledge Receipt Of And Accept The 2016 Audit Corrective Action Plan. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 83-2017

RESOLUTION TO ACKNOWLEDGE RECEIPT OF AND ACCEPT THE 2016 AUDIT CORRECTIVE ACTION PLAN

WHEREAS, by Resolution No. 19-2017 dated January 1, 2017, the Mayor and Council of the Borough of Totowa authorized the firm of Lerch, Vinci & Higgins, LLP, 17-17 Route 208, Fair Lawn, New Jersey 07410, to serve as the Municipal Auditor for the Borough of Totowa; and

WHEREAS, the professional services to be provided by the Municipal Auditor include but are not limited to auditing the financial statements for the Borough of Totowa; preparing the unaudited annual financial statement; review and certification of the annual budget; and preparing the annual debt statement and performing all general auditing services as needed; and

WHEREAS, the Municipal Auditor has completed the Borough of Totowa, Passaic County, New Jersey Report of Audit Year Ended December 31, 2016; and

WHEREAS, the Municipal Clerk and Chief Financial Officer/Treasurer prepared the 2016 Audit Corrective Action Plan based on the recommendations listed in the Audit Report, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, copies of the 2016 Audit Corrective Action Plan have been distributed to the Mayor and Council of the Borough of Totowa and the Recommendations and 2016 Audit Corrective Action Plan have been forwarded to all affected personnel.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby acknowledge receipt of and accept the 2016 Audit Corrective Action Plan as prepared by the Municipal Clerk and Chief Financial Officer/Treasurer.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following Resolution Appointing A Risk Management Consultant. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 84-2017

RESOLUTION APPOINTING A RISK MANAGEMENT CONSULTANT

WHEREAS, the Mayor and Council of the Borough of Totowa recognize the need for the service of a Risk Management Consultant for the Borough of Totowa; and

WHEREAS, the services to be provided by the Risk Management Consultant shall include but are not limited to identifying the Borough's insurable Property and Casualty exposures and to reduce, assume or transfer the risk or loss; understanding the various coverage's available from the commercial insurance market; assisting in the preparation of applications, and reviewing certificates of insurance from contractors, vendors and other professional as needed; and

WHEREAS, Strategic Insurance Partners, 492 Franklin Avenue, Nutley, New Jersey 07110 submitted a proposal to provide the necessary professional services for the Borough of Totowa; and

WHEREAS, the Mayor and Council of the Borough of Totowa did examine the proposal on June 27, 2017; and

WHEREAS, Strategic Insurance Partners possesses the necessary experience and expertise to perform the services and to serve as Risk Management Consultant for the Borough of Totowa; and

WHEREAS, the term of this contract shall be for a period of one (1) year effective January 1, 2017 until December 31, 2017; and

WHEREAS, pursuant to the applicable New Jersey State laws, the award of a contract for these professional services may be authorized without public bidding.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into an agreement with Strategic Insurance Partners to provide Risk Management Consulting services for the Borough of Totowa.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all instruments relating thereto.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the Resolution Designating Public Depository And Authorizing Withdrawal Of Municipal Public Moneys. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON PUBLIC SAFETY:

There was a motion by Councilman D'Angelo, seconded by Councilwoman Fontanella to adopt the following Resolution Authorizing The Borough Of Totowa Towing List For The 2017/2018 License Term. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 85-2017

RESOLUTION AUTHORIZING THE BOROUGH OF TOTOWA TOWING LIST FOR 2017/2018 LICENSE TERM

WHEREAS, the Mayor and Council of the Borough of Totowa desire to establish a list of towing services to be used by the Borough of Totowa Police Department for the removal, towing and storing of motor vehicles and to set rates and charges for the same; and

WHEREAS, by Ordinance No. 5-2015 adopted February 24, 2015, the Mayor and Council of the Borough of Totowa established the minimum requirements for a towing contractor to provide services including the removal, impoundment and storage of vehicles; and

WHEREAS, a towing list shall be kept with the Borough of Totowa Police Chief; and

WHEREAS, all towing services placed on the towing list shall be available to respond to a call in accordance with a towing rotation schedule of on-call status established by the Borough of Totowa Police Chief; and

WHEREAS, when the need arises, the Borough of Totowa Police Department will call the towing service on the top of the list, which is on-call with the towing rotation schedule. The towing service called shall be placed on the bottom of the towing list and not called again until all other towing services have been called; and

WHEREAS, all towing services shall respond to a call in any part of the Borough within fifteen (15) minutes of a call. If a towing service does not respond within fifteen (15) minutes of a call, the towing service next on the list shall be called and entitled to provide services as needed; and

WHEREAS, all towing services shall be performed in a safe manner and shall be responsible for ensuring the proper and safe storage of all motor vehicles towed; and

WHEREAS, the Borough of Totowa Police Chief has recommended that the following towing services be placed on the towing list for the Borough of Totowa:

1. Classic Towing
210 21st Avenue
Paterson, New Jersey 07501
2. Frank Leah Towing Service, Inc.
6 Wilson Avenue
Totowa, New Jersey 07512
3. Pohlman's Gulf LLC
160 Union Boulevard
Totowa, New Jersey 07512
4. North Jersey Towing & Recovery, Inc.
84 Union Boulevard
Totowa, New Jersey 07512
5. Totowa Tire Service, Inc.
589 Union Boulevard
Totowa, New Jersey 07512

6. J&M Towing
116 Dorsa Avenue
Wayne, New Jersey 07424

WHEREAS, these towing services have the appropriate vehicles, related equipment and storage facilities and maintain the required licenses and insurance to perform these necessary services for the Borough of Totowa; and

WHEREAS, the towing list shall be in use for a period of one (1) year effective July 1st of each year and expire on June 30th of the following year.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby establish a towing list of the above companies to be used by the Borough of Totowa Police Department for the towing and storage of vehicles.

COMMITTEE ON PUBLIC WORKS:

There was a motion by Councilman Capo, seconded by Councilman Picarelli to approve Payment Estimate No. 2 in the amount of \$125,707.78 to Midwest Construction, Inc. for the Hobart Place Improvements. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Capo, seconded by Councilman Picarelli to adopt the following Resolution Authorizing Professional Engineering Services For The Furler Street Water Main Replacement. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 86-2017

RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING SERVICES FOR FURLER STREET WATER MAIN REPLACEMENT

WHEREAS, the Municipal Engineer for the Borough of Totowa has recommended replacing the existing water main on Furler Street which has exhibited evidence of tuberculation which partially restricts water flow; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to retain the services of a professional engineering firm to provide design services, preparing bid documents, assisting in the bidding process and supervising construction management of the Furler Street Water Main Replacement; and

WHEREAS, Richard A. Alaimo Engineering Associates has submitted a proposal dated May 26, 2017 for the Furler Street Water Main Replacement at a cost not to exceed \$64,240.00, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Mayor and Council of the Borough of Totowa on June 27, 2017 did examine the proposal submitted by Richard A. Alaimo Engineering Associates; and

WHEREAS, pursuant to the applicable New Jersey State laws, these professional services may be awarded without public bidding.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby accept the proposal submitted by Richard A. Alaimo Engineering Associates for professional engineering services for the Furler Street Water Main Replacement in the amount of \$64,240.00.

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize Richard A. Alaimo Engineering Associates to perform the professional services as set forth in their proposal.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor, Municipal Clerk and Municipal Engineer to execute any and all necessary instruments relating thereto.

COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

There was a motion by Councilwoman Fontanella, seconded by Councilwoman Andriani to approve Change Order No. 1 for a net increase of \$1,911.00 and Payment Estimate No. 3 in the amount of \$31,318.84 to Aqua Infrastructure Rehabilitation Company, LLC for the Sanitary Sewer Main Rehabilitation – Phase IV. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Fontanella, seconded by Councilwoman Andriani to carry the Resolution Authorizing The Purchase And Deliver Of One Utility Vehicle For The Borough Of Totowa Sewer Department. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from the Italian American Club requesting permission to use the Municipal Parking Lot on Sunday, July 23, 2017 for a trip to Atlantic City. There was a motion by Councilwoman Fontanella, seconded by Councilwoman Andriani to grant permission. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON LIAISON & INSPECTION:

There was a motion by Councilwoman Andriani, seconded by Councilman Capo to approve Payment Estimate No. 1 in the amount of \$78,954.68 to Sita Construction Co., Inc. for the Tennis Court at Lincoln Fields. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Andriani, seconded by Councilman Capo to adopt the following Resolution To Establish A Change Fund For The Totowa Swimming Pool. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 87-2017

RESOLUTION TO ESTABLISH A CHANGE FUND FOR THE TOTOWA SWIMMING POOL

WHEREAS, the Board of Recreation of the Borough of Totowa has requested the establishment of a change fund to be used by the personnel at the Totowa Swimming Pool; and

WHEREAS, the Board of Recreation has further requested that there be a change fund for both cash registers, one for the daily guest fees and one for the snack bar; and

WHEREAS, the Chief Financial Officer has reviewed this request and recommends the establishment of a change fund for the Totowa Swimming Pool in an amount not to exceed \$25 each.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that a change fund be established in the amount of \$50 to be used by the Totowa Swimming Pool.

There was a motion by Councilwoman Andriani, seconded by Councilman Capo to adopt the following Resolution Approving The Menu And Price List For The Totowa Swimming Pool. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 88-2017

RESOLUTION APPROVING THE MENU AND PRICE LIST FOR
THE TOTOWA SWIMMING POOL

WHEREAS, the Borough of Totowa Board of Recreation has requested permission to sell drinks and snacks from the Totowa Swimming Pool Concession stand for the 2017 Pool season; and

WHEREAS, the Mayor and Council of the Borough of Totowa after conferring with the Board of Recreation and for good cause shown has approved the following 2017 menu and Price List for the Totowa Swimming Pool: and

2017 Menu and Price List

Chips	\$.50
Drinks	\$1.00
Ice Cream	\$2.50

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa has adopted the aforementioned Menu and Price List for the Totowa Swimming Pool.

COMMITTEE ON LEGISLATION & ORDINANCES:

There was a motion by Councilman Capo, seconded by Councilman Picarelli to adopt the following Resolution Authorizing The Renewal Of Division Of Alcoholic Beverage Control Liquor Licenses For The 2017 – 2018 License Term. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 89-2017

RESOLUTION AUTHORIZING THE RENEWAL OF
DIVISION OF ALCOHOLIC BEVERAGE CONTROL LIQUOR LICENSES
FOR THE 2017 – 2018 LICENSE TERM

WHEREAS, Division of Alcoholic Beverage Control (ABC) liquor licenses that have been issued by the Borough of Totowa during the 2016 – 2017 license term will expire on June 30th; and

WHEREAS, State and Municipal regulations require that ABC liquor licenses be renewed prior to July 1, 2017; and

WHEREAS, the Division of Alcoholic Beverage Control (ABC) has introduced POSSE ABC, an electronic web based licensing system; and

WHEREAS, licensees have filed their renewal applications online through POSSE ABC, have received their Alcoholic Beverage Retail Licensee Clearance Certificate and have paid their State and Municipal fees.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Municipal Clerk be authorized to issue an ABC License to the following licensed premises for the 2017 – 2018 license term.

1612-33-001-010	Apple Food Service of Totowa, Inc.
1612-33-002-005	The 46 Lounge, LLC
1612-33-003-004	Anthony Murphy, Inc.
1612-33-004-007	Murphy's Steakhouse, LLC
1612-33-005-002	The Bethwood Corporation
1612-44-006-005	DTJ, Ltd.
1612-33-007-005	Crestview Motel, Inc.
1612-44-009-007	Daystar Trading Company
1612-33-010-009	New Sushi, LLC
1612-33-011-005	Totowa Barnyard, Inc.
1612-31-012-001	Totowa Boro Memorial Post #227
1612-31-013-001	Italian American Ind Club of Totowa
1612-31-014-001	Passaic Valley Elks Lodge BPOE #2111

There was a motion by Councilman Capo, seconded by Councilman Picarelli to approve Raffle License Application Nos. 2034, 2035 & 2036 for the First Reformed Church of Pompton Plains for a Tricky Tray, On-Premise 50/50 and Off-Premise 50/50 to be held on October 13, 2017 at The Barnyard & Carriage House. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Capo, seconded by Councilman Picarelli to approve Raffle License Application Nos. 2037 & 2038 for the St. Joseph's Home for the Elderly of the Little Sisters of the Poor for a Tricky Tray and On-Premise 50/50 to be held on September 22, 2017 at The Bethwood. On roll call vote, all members of the Council present voted in the affirmative.

There being no further business to come before the Council, there was a motion by Councilman D'Angelo, seconded by Councilwoman Fontanella that the meeting be adjourned. On roll call vote, all members of the Council present voted in the affirmative.

Kathryn Wasilewski
Deputy Municipal Clerk