

## **BOROUGH OF TOTOWA**

### **MINUTES OF THE MAYOR AND COUNCIL**

**March 24, 2020**

Due to the COVID-19 (Coronavirus) pandemic this meeting was being live-streamed on Facebook.

**PRESENT:** Mayor John Coiro, presiding, Council President Lou D'Angelo, Councilman Anthony Picarelli, Councilman William Bucher, Councilman John Capo, Councilwoman Lisa Palazzo, Municipal Clerk Joseph Wassel and Municipal Attorney Kristin Corrado.

**ABSENT:** Councilwoman Debra Andriani.

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

Mayor Coiro announced that we are trying this live-stream on Facebook because of the COVID-19 outbreak and the Municipal Complex being closed to the public. Mayor Coiro remarked that we will restrict the agenda items to only those deemed necessary.

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

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

The 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 Councilman Picarelli to table the public hearing on Ordinance No. 03-2020 which is the Financial Agreement NJDC Sycamore Totowa Urban Renewal. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro explained that because of the situation that we are currently in, we are not going to hold a public hearing on an ordinance until the public is allowed back in to attend meetings.

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

There were no reports.

#### CITIZENS HEARD:

Mayor Coiro commented that if anybody had any questions, they can email them to either him or Municipal Clerk Wassel at the email addresses listed on the Totowa website and they will be answered. No emailed questions were received.

There was a motion by Councilman D'Angelo, seconded by Councilman Picarelli to approve the Minutes of the Mayor and Council for the meeting of March 10, 2020. On roll call vote, all members of the Council present voted in the affirmative.

#### COMMITTEE ON FINANCE:

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to approve Resolution No. 2020-07 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 approve Resolution No. 2020-08 Authorizing The Transfer Of 2019 Budget Appropriations. 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 authorizing the Treasurer to issue refunds to various property owners pursuant to State Tax Court judgments. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION

WHEREAS, there has been a State Tax Court Judgment to reduce the evaluation on the following.

NOW, THEREFORE, BE IT RESOLVED, that the Treasurer of the Borough of Totowa is authorized to refund this amount.

<u>Block</u>	<u>Lot</u>	<u>Property/Owner</u>	<u>Payable To:</u>	<u>Year</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
10.01	6	20 Campus Rd.	Janata, Lacap & Hazen, LLP	2018	13,841,300	11,000,000	\$67,708.18
			Mail to:				
			Crossroads Corporate Center	2019	13,841,300	11,000,000	<u>67,850.24</u>
			1 International Blvd. Suite 400, PMB #14				
			Mahwah, NJ 07495				
					Total Check:		<u>\$135,558.42</u>
173	38	783 N. Riverview Dr	Ventura, Miesowitz	2016	3,604,500	3,150,000	\$10,676.21
			et al Trust Account				
			Mail to:				
			783 Springfield Ave.				
			Summit, NJ 07901-2332				

COMMITTEE ON PUBLIC SAFETY:

There was a motion by Councilman D'Angelo, seconded by Councilman Capo to approve the Fire Department TSAP for 2019. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON PUBLIC WORKS:

There was no report.

COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

A letter was received from the Passaic Valley Sewerage Commission along with a check in the amount of \$6,490.93 for the Municipal Rebate Incentive Program. There was a motion by Councilman Capo, seconded by Councilman D'Angelo to accept the funds. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Capo, seconded by Councilman D'Angelo to adopt the following Resolution Authorizing HVAC And Boiler Preventative Maintenance Agreement. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 51-2020

RESOLUTION AUTHORIZING HVAC AND BOILER  
PREVENTATIVE MAINTENANCE AGREEMENT

WHEREAS, the Borough of Totowa Municipal Clerk has recommended that the Borough of Totowa initiate a Preventative Maintenance Program for the HVAC systems located at various municipal owned buildings; and

WHEREAS, these buildings include the Borough of Totowa Municipal Complex, Community Center, DPW building, Fire Rescue Firehouse and Lincoln Avenue Firehouse; and

WHEREAS, 454 Mechanical, LLC, 14 Masklee Court, Totowa, New Jersey 07512 has submitted a proposal to perform the HVAC preventative maintenance services for the sum of \$6,725.00, a copy of which is on file in the office of Borough of Totowa Municipal Clerk; and

WHEREAS, the Maintenance Program includes four maintenance visits per year, pressurized chemical cleaning of all air-conditioning equipment and boiler maintenance annually; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to establish an HVAC Preventative Maintenance Program for the Borough of Totowa municipal owned buildings; and

WHEREAS, pursuant to the applicable New Jersey State laws, the preventative maintenance services may be authorized 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 454 Mechanical, LLC for HVAC Preventative Maintenance services for the Borough of Totowa municipal owned buildings in accordance with their proposal.

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.

#### COMMITTEE ON LIAISON & INSPECTION:

There was no report.

#### COMMITTEE ON LEGISLATION & ORDINANCES:

There was a motion by Councilwoman Palazzo, seconded by Councilman Picarelli to approve Bingo License Application No. 2204 and Raffle License Application Nos. 2205 & 2206 for Rifle Camp Fire Co. No. 3 for a Pocket Book Bingo, Tricky Tray and On-Premise 50/50 to be held on April 26, 2020 at the Elks Lodge #2111. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro stated that we purposely kept the meeting agenda short due to the COVID-19 outbreak that we are experiencing.

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

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Joseph Wassel, RMC  
Municipal Clerk