

## **BOROUGH OF TOTOWA**

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

**February 11, 2025**

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

**ABSENT:** None.

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

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.

Municipal Clerk Wassel 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 dispense with the regular order of business in order to hold a public hearing on Ordinance No. 02-2025 as advertised. On roll call vote, all members of the Council present voted in the affirmative.

Municipal Clerk Wassel announced that Ordinance No. 02-2025 has been advertised for public hearing for Tuesday, February 11, 2025.

Municipal Clerk Wassel read the legal notice and the title of Ordinance No. 02-2025.

There was a motion by Councilman D'Angelo, seconded by Councilman Picarelli to open the public hearing. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro asked if any citizens wished to be heard on Ordinance No. 02-2025.

CITIZENS HEARD:

There were no citizens who wished to be heard.

There was a motion by Councilman D'Angelo, seconded by Councilman Picarelli to close the public hearing. On roll call vote, all members of the Council present voted in the affirmative.

Municipal Clerk Wassel read Ordinance No. 02-2025 by title:

**ORDINANCE NO. 02-2025**

**AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF TOTOWA  
CHAPTER 75 ENTITLED "POLICE DEPARTMENT", ARTICLE XII,  
"GENERAL RULES", SECTION 80, "OUTSIDE EMPLOYMENT REGULATED;  
EMPLOYMENT OF OFF-DUTY POLICE"**

There was a motion by Councilman D'Angelo, seconded by Councilman Picarelli to adopt Ordinance No. 02-2025 on second and final reading. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman D'Angelo, seconded by Councilman Picarelli 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.

Councilman Picarelli: Said he should have mentioned this sooner, but wanted to thank the Police Department – especially Officers Cossari, DeLuccia and Spinella – who responded when his daughter had a medical episode and needed an ambulance for their professionalism, caring and concern.

#### CITIZENS HEARD:

There were no citizens who wished to be heard.

There was a motion by Councilman Picarelli, seconded by Councilman Bucher to approve the Minutes of the Mayor and Council for the meeting of January 28, 2025. On roll call vote, all members of the Council present voted in the affirmative. Councilman D'Angelo abstained from the voting.

#### COMMITTEE ON FINANCE:

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to approve Resolution No. 2025-04 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 authorizing the Tax Collector to credit the accounts of various property owners due to qualifying for the \$250.00 Veterans Deduction or \$250.00 Senior Citizen Deduction for 2024. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION

WHEREAS, the following taxpayer qualifies and is entitled to the \$250 Veteran Deduction for the year 2024; and

<u>Name</u>	<u>Block</u>	<u>Lot</u>	<u>Qual</u>	<u>Address</u>
Ralph LaRose	151	19		21 Hillside Dr.
Michael Schultz II	63	19		144 Hudson Ave.

WHEREAS, the following taxpayer qualifies and is entitled to the \$250 Senior Citizen Deduction for the year 2024.

<u>Name</u>	<u>Block</u>	<u>Lot</u>	<u>Qual</u>	<u>Address</u>
Rosemarie Sacco	129	8		19 Mair Ave.
Lucrezia DeFabrizio	154	1.02		657 Totowa Rd.
Lizbeth Cifelli	102	16		13 Coolidge Ave.
Lucia Suriano	94	4.01		445 Totowa Rd.
Joseph Patti	64	2		212 Gordon Ave.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa authorize the Tax Collector to credit the 1st quarter 2025 installment \$250.00 to the aforementioned taxpayers.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following Resolution Authorizing A Shared Services Agreement Between The Borough Of Totowa And The Borough Of Woodland Park For The Positions Of Construction Official, Building Subcode Official, Zoning Official And Code Enforcement Officer. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION NO. 28-2025

#### RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF TOTOWA AND THE BOROUGH OF WOODLAND PARK FOR THE POSITIONS OF CONSTRUCTION OFFICIAL, BUILDING SUBCODE OFFICIAL, ZONING OFFICIAL AND CODE ENFORCEMENT OFFICER

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., authorized local units to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the Agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, the Borough of Woodland Park is in need of the services of a licensed Municipal Construction Official, Building Subcode Official, Zoning Official and Code Enforcement Officer; and

WHEREAS, the Borough of Totowa is willing to assist the Borough of Woodland Park by permitting its employee that serves as the Municipal Construction Official, Building Subcode Official, Zoning Official and Code Enforcement Officer to perform those same duties for the Borough of Woodland Park; and

WHEREAS, in the spirit of inter-municipal cooperation and in furtherance of the principles of Uniform Shared Services and Consolidation Act, the Borough of Totowa and Borough of Woodland Park have negotiated an agreement for the shared provision of Municipal Construction Official, Building Subcode Official, Zoning Official and Code Enforcement Officer; and

WHEREAS, the Municipal Construction Official, Building Subcode Official, Zoning Official and Code Enforcement Officer shall serve for a four-year period commencing April 1, 2025 through March 31, 2029; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the shared services agreement in order to provide more economically and efficient government services.

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 a shared services agreement with the Borough of Woodland Park for the positions of licensed Municipal Construction Official, Building Subcode Official, Zoning Official and Code Enforcement Officer.

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 necessary instruments relating thereto.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to accept the Franchise Fees for calendar year 2024 from Cablevision (Altice) in the amount of \$98,997.00. 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 accept the Franchise Fees for calendar year 2024 from Verizon (Fios) in the amount of \$41,489.07. 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 Councilman Capo to adopt the following Resolution Of The Borough Of Totowa Authorizing Payment For Unused, Pro-Rated Vacation Days And Holidays To Jamie Titus. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 29-2025

RESOLUTION OF THE BOROUGH OF TOTOWA AUTHORIZING PAYMENT FOR UNUSED, PRO-RATED VACATION DAYS AND HOLIDAYS TO JAMIE TITUS

WHEREAS, Jamie Titus began his employment with the Borough of Totowa as a Patrolman in the Police Department on July 24, 2007; and

WHEREAS, Jamie Titus retired from the Borough of Totowa Police Department as a Lieutenant effective February 1, 2025; and

WHEREAS, at the time of his retirement, Jamie Titus had accumulated two (2) unused, pro-rated vacation days and one (1) unused, pro-rated holiday as an employee of the Borough of Totowa in 2025 up to the time of his retirement; and

WHEREAS, the amount of benefits owed is calculated at the daily rate of pay upon retirement which equals Seven Hundred Six and 15/100 Dollars (\$706.15); and

WHEREAS, Jamie Titus does hereby waive any other claim and/or claims for any salary, benefits and/or other compensation.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that Jamie Titus is granted a total of three (3) days of accumulated vacation days and holidays for a total amount of Two Thousand One Hundred Eighteen and 46/100 Dollars (\$2,118.46). Said monies are given in full and final consideration of any and all claims that Jamie Titus may have against the Borough of Totowa.

There was a motion by Councilman D'Angelo, seconded by Councilman Capo to adopt the following Proclamation In Honor Of Fire Fighter Charlie Roe For 60 Years Of Service. On roll call vote, all members of the Council present voted in the affirmative.

PROCLAMATION IN HONOR OF FIRE FIGHTER CHARLIE ROE  
FOR 60 YEARS OF SERVICE

WHEREAS, Charlie Roe became a member of the Borough of Totowa Lincoln Fire Company in February of 1965; and

WHEREAS, as a volunteer, Charlie Roe committed to making every effort within his training and ability to assist his fellow residents in our most vulnerable time of need; and

WHEREAS, Charlie Roe has responded to numerous calls at all hours of the day, on weekends and holidays to serve his community and save lives, homes and businesses; and

WHEREAS, during his 60 years of service as a Fire Fighter, Charlie Roe has been a dedicated volunteer rising through the ranks to the positions of Engineer, Lieutenant, Captain, President of Lincoln Fire Company and served 3 terms as Assistant Chief; and

WHEREAS, Charlie Roe is also a member of the Totowa Borough Relief Association and has been a member of the Totowa Borough Fire Department Exempt Association since 1972; and

WHEREAS, the Mayor and Council of the Borough of Totowa wish to publicly honor Charlie Roe on his 60<sup>th</sup> anniversary for his commitment and service to the residents of Totowa.

NOW, THEREFORE, BE IT PROCLAIMED, that the Mayor and Council of the Borough of Totowa, County of Passaic and State of New Jersey do hereby give special recognition to Charlie Roe for his distinguished career as a Volunteer Fire Fighter and devoted service to our community.

BE IT FURTHER PROCLAIMED, that this Proclamation be made a part of the permanent records of the Borough of Totowa and that a copy of said Proclamation be presented to Charlie Roe.

There was a motion by Councilman D'Angelo, seconded by Councilman Capo to adopt the following Proclamation In Honor Of Fire Fighter Clifford Jacobs For 50 Years Of Service. On roll call vote, all members of the Council present voted in the affirmative.

PROCLAMATION IN HONOR OF FIRE FIGHTER CLIFFORD JACOBS  
FOR 50 YEARS OF SERVICE

WHEREAS, Clifford Jacobs became a member of the Borough of Totowa Riverview Park Fire Company in December of 1974; and

WHEREAS, as a volunteer, Clifford Jacobs committed to making every effort within his training and ability to assist his fellow residents in our most vulnerable time of need; and

WHEREAS, Clifford Jacobs has responded to numerous calls at all hours of the day, on weekends and holidays to serve his community and save lives, homes and businesses; and

WHEREAS, during his 50 years of service as a Fire Fighter, Clifford Jacobs has been a dedicated volunteer rising through the ranks to the positions of Assistant Engineer, Engineer, Lieutenant, Captain, and Assistant Chief. He has served as Vice President and is currently President of Riverview Park Fire Company; and

WHEREAS, Clifford Jacobs is also a member of the Totowa Borough Relief Association and has been a member of the Totowa Borough Fire Department Exempt Association since 1981; and

WHEREAS, the Mayor and Council of the Borough of Totowa wish to publicly honor Clifford Jacobs on his 50<sup>th</sup> anniversary for his commitment and service to the residents of Totowa.

NOW, THEREFORE, BE IT PROCLAIMED, that the Mayor and Council of the Borough of Totowa, County of Passaic and State of New Jersey do hereby give special recognition to Clifford Jacobs for his distinguished career as a Volunteer Fire Fighter and devoted service to our community.

BE IT FURTHER PROCLAIMED, that this Proclamation be made a part of the permanent records of the Borough of Totowa and that a copy of said Proclamation be presented to Clifford Jacobs.

COMMITTEE ON PUBLIC WORKS:

There was no report.



## COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

There was a motion by Councilman Capo, seconded by Councilman Reynoso to approve Change Order No. 3 for a net increase of \$37,105.00 and Payment Estimate No. 5 (Final) in the amount of \$37,948.60 to National Water Main for the FY2020 & FY2021 CDBG – Phases X & XI Sanitary Sewer Main Rehabilitation. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Capo, seconded by Councilman Reynoso to approve the proposal for Asbestos Abatement for 63 Norwood Terrace. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from the Totowa Public Library and Library Foundation requesting permission to use the Municipal Parking Lot for a Borough Wide Garage Sale to include a Household Goods & Clothing Collection, a Shredding Event and Eyeglass Collection, along with a Food Drive sponsored by Senator Kristin Corrado on Saturday, April 26, 2025. There was a motion by Councilman Capo, seconded by Councilman Reynoso to grant permission. On roll call vote, all members of the Council present voted in the affirmative.

Letters were received from the Totowa Seniors requesting permission to use the Municipal Parking Lot on the following dates: Monday, March 3, 2025 and Monday, May 19, 2025 for bus trips to Wind Creek Casino in Bethlehem, PA. There was a motion by Councilman Capo, seconded by Councilman Reynoso to grant permission. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from Library Director Anne Krautheim requesting permission for the Totowa Mandolin Orchestra to hold a concert in the Council Chambers on Sunday, May 18, 2025. There was a motion by Councilman Capo, seconded by Councilman Reynoso 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 Councilman Reynoso, seconded by Councilman Bucher to adopt the following Resolution Authorizing The Borough Of Totowa To Enter Into An Addendum To The Developer's Agreement With Montar Group, LLC. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 30-2025

RESOLUTION AUTHORIZING THE BOROUGH OF TOTOWA TO ENTER INTO AN  
ADDENDUM TO THE DEVELOPER'S AGREEMENT WITH MONTAR GROUP, LLC

WHEREAS, Totowa Plaza Associates is the owner of the real property set forth and designated as Block 173, Lot 38 on the official Tax and Assessment Map of the Borough of Totowa and commonly known as 783 North Riverview Drive, Totowa, New Jersey 07512; and

WHEREAS, Montar Group, LLC with offices at 6100 Lake Forest Drive, Suite 104, Atlanta, Georgia is the tenant for the previously identified real property; and

WHEREAS, Montar Group, LLC filed an application with the Borough of Totowa Zoning Board of Adjustment for various land use approvals seeking preliminary and final major site plan approval with use variance, floor area ratio variance and bulk variances as well as design waiver relief for the construction of a 3-story self-storage facility for the Riverview Drive property; and

WHEREAS, the Borough of Totowa Zoning Board of Adjustment at its public meeting held on November 8, 2023 granted the preliminary and final site plan approval and various land use relief for the application filed by Montar Group, LLC for the Riverview Drive property, subject to certain conditions and restrictions; and

WHEREAS, the Borough of Totowa Zoning Board of Adjustment approved the application on November 8, 2023 and memorialized its decision in a Resolution adopted by the Zoning Board on December 13, 2023; and

WHEREAS, by Resolution No. 97-2024 dated July 9, 2024, the Mayor and Council of the Borough of Totowa authorized the Borough of Totowa to enter into a Developer's Agreement between the Borough of Totowa and the Montar Group, LLC; and

WHEREAS, Montar Group, LLC has advised that Borough of Totowa that they will be assigning their interest as the developer in this project to TAC Totowa, LP, also with offices at 6100 Lake Forest Drive, Suite 104, Atlanta, Georgia 30328; and

WHEREAS, TAC Totowa, LP will be subject to all the terms, provisions, approvals and requirements set forth in the original Developer's Agreement between the Borough of Totowa and Montar Group, LLC; and

WHEREAS, the Mayor and Council of the Borough of Totowa further desire to authorize the Municipal Attorney to prepare the Addendum to the Developer's Agreement between the Borough of Totowa and the Montar Group, LLC to reflect this change.

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 Addendum to the Developer's Agreement with Montar Group, LLC.

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 necessary instruments relating thereto

There was a motion by Councilman Reynoso, seconded by Councilman Bucher to authorize the Borough Clerk and Borough Attorney to readvertise for a Request For Proposal for Municipal Planner and Veteran Affordable Housing Administrator. On roll call vote, all members of the Council present voted in the affirmative.

#### COMMITTEE ON LEGISLATION & ORDINANCES:

There was a motion by Councilman Fierro, seconded by Councilman Picarelli to introduce on first reading and advertise for public hearing the following entitled ordinance. On roll call vote, all members of the Council present voted in the affirmative.

#### **ORDINANCE NO. 03-2025**

#### **AN ORDINANCE OF THE BOROUGH OF TOTOWA AUTHORIZING THE CHANGE OF A STREET NAME IN ACCORDANCE WITH N.J.S.A. 40:67-1(k)**

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