

BOROUGH OF TOTOWA

MINUTES OF THE MAYOR AND COUNCIL

YOUTH WEEK

May 24, 2016

PRESENT: Mayor John Coiro, presiding, Council President Phil Puglise, Councilman Lou D'Angelo, Councilwoman Carolyn Fontanella, Councilwoman Debra Andriani, Councilman Anthony Picarelli, Councilman William Bucher, Municipal Clerk Joseph Wassel and Alternate Municipal Attorney Kristin Corrado.

ABSENT: Municipal Attorney Robert Corrado.

Mayor John Coiro called the meeting to order and asked Borough Clerk Joseph Wassel to call the roll of the Council.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following resolution authorizing the Youth Week Elected Officials to act in the place and stead of the Duly Elected Mayor and Council of the Borough of Totowa. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 73-2016

YOUTH WEEK RESOLUTION

WHEREAS, in the observance of Youth Week, students have been designated in the place and stead of the Mayor and Council of the Borough of Totowa; and

WHEREAS, the said students shall conduct the business of the said Governing Body of the Borough of Totowa under the guidance of the duly elected Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa, County of Passaic, State of New Jersey, that any and all actions taken on behalf of said Governing Body are hereby and herewith ratified and confirmed as the official actions of the Mayor and Council as if the same were acting directly and in person.

Mayor Coiro on behalf of the Mayor and Council presented each Youth Week Elected Official with their own "name plate" and congratulated all participants on their election to their respective positions and their dedication to learning more about the Government process and the Borough of Totowa.

Youth Week Mayor Alexander Martin called the meeting to order and asked Borough Clerk Olivia Shpiruk to call the roll of the 2016 Youth Week Council.

PRESENT: Mayor Alexander Martin, presiding, Councilman Brian Katat, Councilman Nicholas DiNardo, Councilman Christopher Manzi, Councilwoman Ashley Martin, Councilman Michael Povolò, Councilwoman Alyssa Snyder, Municipal Clerk Olivia Shpiruk and Municipal Attorney Ludovico Povolò.

ABSENT: None.

Mayor Martin asked everyone to stand for the Prayer and the Pledge of Allegiance to the Flag.

Borough Clerk Shpiruk recited the following Prayer of the Meeting: Dear Lord, the Mayor and Council pray, that courage and strength abundant be given that the actions of this Council be of benefit to all of the residents of the Borough of Totowa. Lord, we also pray, that you give courage and strength to the Youth Week Mayor, Council and Officials, so that we may fulfill our duties—under the guidance of this duly elected Mayor and Council—to the best of our abilities. And Lord, may you bless our families and friends, teachers and school officials, who have come out tonight, for all of their love and support.

Borough Clerk Shpiruk led everyone in the Pledge of Allegiance to the Flag with the public participating.

Mayor Martin asked Borough Clerk Shpiruk to read the statement of the meeting.

Borough Clerk Shpiruk 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 Borough Clerk.

There was a motion by Councilman Katat, seconded by Councilman DiNardo to dispense with the regular order of business in order to hold a public hearing on Ordinance No. 11-2016 as advertised. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

Borough Clerk Shpiruk announced that Ordinance No. 11-2016 has been advertised for a public hearing for Tuesday, May 24, 2016.

Borough Clerk Shpiruk read the legal notice and the title of Ordinance No. 11-2016.

There was a motion by Councilman Katat, seconded by Councilman DiNardo to open the public hearing. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

Mayor Martin asked if there were any citizens who wish to be heard on Ordinance No. 11-2016.

CITIZENS HEARD:

There were no citizens who wished to be heard.

There was a motion by Councilman Katat, seconded by Councilman DiNardo to close the public hearing. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

Borough Clerk Shpiruk read Ordinance No. 11-2016 by title:

ORDINANCE NO. 11-2016

A CAPITAL ORDINANCE APPROPRIATING THE SUM OF \$641,000 FOR VARIOUS IMPROVEMENTS TO BE UNDERTAKEN BY THE BOROUGH OF TOTOWA AND TO APPROPRIATE \$641,000 FROM THE CAPITAL IMPROVEMENT FUND

There was a motion by Councilman Katat, seconded by Councilman DiNardo that Ordinance No. 11-2016 pass second and final reading. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

There was a motion by Councilman Katat, seconded by Councilman DiNardo to revert to the regular order of business. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

Mayor Martin asked if any Members of the Council, the Borough Clerk or the Borough Attorney wished to address the Council.

Borough Attorney Ludovico Povolo: Gave the following report.

Honorable Mayor and Council:

The Borough of Totowa has received grants from Passaic County as a sub-grantee of the State of New Jersey from funding provided by the United States Department of Housing and Urban Development Hurricane Irene Disaster Recovery Program as well as from the State Department of Environmental Protection Green Acres Program to implement the Community Development Block Grant – Disaster Recovery Program. These funds will be used to acquire five (5) homes along the Passaic River which were damaged by Hurricane Irene. The homes will be demolished and converted to open space for community-wide use. To date, Totowa has purchased 3 homes and we expect to purchase the remaining 2 properties within the next few months.

In March of 2015, the New Jersey Supreme Court ruled that the Council on Affordable Housing's administrative process had become non-functioning and returned primary jurisdiction over affordable housing matters to the trial courts. The Supreme Court also established a transitional process for municipalities to file a declaratory judgment action with the Superior Court to obtain a judicial version of the substantive certification that they had received or applied for in accordance with the previous regulations. The Supreme Court afforded wide discretion to the 15 Mount Laurel Judges in addressing these Declaratory Judgment actions and enabled the Trial Judges specifically to grant municipalities a 5 month period within which to prepare a compliant Affordable Housing Fair Share Plan. The Borough of Totowa applied for and received immunity through June 23, 2016. On June 23rd, a status conference is scheduled before Judge Brogan.

At that time, I will request that the Borough of Totowa continue to receive immunity until our Fair Share Hearing is held. Our office has worked closely with our Municipal Planner, Engineer and Planning Board Attorney to make sure that Totowa has met every Court imposed deadline in this process and to further ensure that the Borough of Totowa will meet their constitutional obligations under its Affordable Housing mandate in accordance with the State of New Jersey Fair Housing Act.

I will provide you with status reports and updates as we move forward on these projects and mandated tasks.

Mayor Martin asked if any citizens wished to be heard.

CITIZENS HEARD:

There were no citizens who wished to be heard.

There was a motion by Councilman Katat, seconded by Councilman DiNardo to approve the Minutes of the Mayor and Council for the meeting of May 10, 2016. On roll call vote, all members of the Youth Week Council present voted in the affirmative. Councilman Manzi abstained from the voting.

COMMITTEE OF FINANCE:

Borough Clerk Shpiruk announced that we will now have a report from the Tax Assessor and then the Tax Collector.

Tax Assessor Nicholas Tea: Gave the following report.

Honorable Mayor and Council:

2016 began with a decrease in total ratables from 2015 of approximately 12.1 million dollars. This decrease was due to decreases in assessments through tax appeals. The Assessment/Sale ratio decreased from 107.04% to 103.60%.

The 2016 Tax Appeal deadline for Totowa was April 1, 2016. The Passaic County Board of Taxation received nearly 4,400 appeals to date, of which 60 were filed by Totowa taxpayers. These appeals will be heard tomorrow, May 25th. The judgments for these appeals should be received by the end of June. Thirty-three (33) State Tax Court appeals were filed for 2016. Sixty-one (61) Tax Court cases have been settled or withdrawn over the past year, leaving a pending total of 203 at the State level. The Borough Tax Counsel, Appraiser and I continue to negotiate settlements or prepare for trial.

Two-Hundred twenty (220) deeds were processed in 2015 which is an increase of eight over the year prior. Of these 220, only 156 involved an exchange of money. So far for 2016, 45 deed transactions have been recorded but only 14 are considered valid for sales analysis. As always, should you have any questions or comments, please stop by the office.

Tax Collector Marcus Povolo: Gave the following report.

Honorable Mayor and Council:

In Totowa, there are 3,821 line items in total. Eighty-eight (88) are for vacant land and 3,428 are for residential properties. There are 239 commercial properties, 64 industrial properties and two farms. Other property types include 91 exempt properties, nine railroad properties, one telephone item, one public utility, two schools, 58 public properties, seven charitable properties, nine cemeteries and 15 miscellaneous items.

Taxes collected in the year 2016 thus far equal \$23,553,968.04 and we have collected 2015 past due taxes in the amount of \$600,666.13. The amount distributed to the County/Open Space and Added Assessment taxes are \$8,159,537.40. Totowa Schools received \$6,475,670.85 and Passaic Valley received \$3,887,811.55. Our collection percentage rate for 2015 was reported at 96.48%.

Tax deductions were given in the Borough of Totowa, for 2016, to 108 senior citizens, 17 disabled persons, 239 veterans and 81 widow of veterans.

Tax appeals have resulted in \$159,372.21 being refunded to taxpayers thus far in the year 2016. Reporting on our tax liens, there are nine outside liens.

There was a motion by Councilman Povolo, seconded by Councilman DiNardo to approve Resolution No. 2016-12 for the payment of bills. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

There was a motion by Councilman Povolo, seconded by Councilman DiNardo to adopt the following resolution authorizing the Treasurer to issue refunds to various property owners due to overpayment of 2nd Quarter 2016 taxes. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

RESOLUTION

WHEREAS, there has been an overpayment of taxes on the properties listed below; and

WHEREAS, the taxpayer is entitled to a refund; and

WHEREAS, the chart sets forth the refund as follows:

<u>Year 2016 2nd Quarter</u>				
Block	Lot	Property/Owner	Payable to:	OVERPAYMENT
33	6	156 Lincoln Ave. Pagan, Franklin & Moncerat	“Joseph C. Petriello- Trust Account” Mail To: Joseph C Petriello 30 Galesi Drive Wayne, N.J. 07470	\$1989.93
60	14	345 Lincoln Ave <u>Angela D'Ovidio</u>	Angela D'Ovidio Mail To: Angela D'Ovidio 345 Lincoln Ave. Totowa, N.J. 07512	\$1630.72
164	22	96 Sandra Drive Joseph Rosales	Corelogic Attn: Refunds Dept. Mail Code DFW 1-3 1 Corelogic Drive Westlake, Tx 76262	\$2029.35

NOW, THEREFORE BE IT RESOLVED, that the overpayment shall be refunded to the taxpayer, as stated above, and the Treasurer is authorized to issue separate checks for the refunds, which shall be paid to the stated property owner or taxing authority.

There was a motion by Councilman Povolo, seconded by Councilman DiNardo to adopt the following Resolution To Approve The Three-Year Cooperation Agreement Between Passaic County and The Borough Of Totowa To Participate In The Passaic County Community Development Block Grant Program: Federal Fiscal Years 2017, 2018 And 2019. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

RESOLUTION NO. 74-2016

RESOLUTION TO APPROVE THE THREE-YEAR COOPERATIVE
AGREEMENT BETWEEN PASSAIC COUNTY AND THE
BOROUGH OF TOTOWA TO PARTICIPATE IN THE PASSAIC COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM:
FISCAL YEARS 2017, 2018 AND 2019

WHEREAS, Title I of the Housing and Community Development Act of 1974, as amended, provides federal funds to Passaic County to carry out eligible community development activities; and

WHEREAS, the Borough of Totowa (hereinafter referred to as the "Municipality") agrees to participate in eligible activities to be carried out under the Passaic County Urban County Entitlement Community Development Block Grant Program; and

WHEREAS, the Mayor of the Municipality is authorized to execute this Cooperative Agreement; and

WHEREAS, Passaic County and the Municipality agree to cooperate to undertake, or assist in undertaking, community renewal and lower-income housing assistance activities; and

WHEREAS, all parties to this Cooperation Agreement will take all actions necessary to assure compliance with Passaic County's Urban County certification under section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and affirmatively furthering fair housing. Further, all parties will comply with section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and with other applicable laws. The Urban County will not provide funding for activities in, or in support of, any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction or that impedes the County's actions to comply with the County's fair housing certification. Noncompliance by a unit of general local government included in an Urban County may constitute noncompliance by the County that can, in turn, provide cause for funding sanctions or other remedial actions by the U.S. Department of Housing and Urban Development; and

WHEREAS, this agreement shall be in effect for the three year program period: Federal Fiscal Years 2017, 2018 and 2019, and remains in effect until the CDBG funds and program income received (with respect to activities carried out during the three-year qualification period) are expended and the funded activities completed, and that the County and Municipality cannot terminate or withdraw from the Cooperative Agreement while it remains in effect. The agreement shall remain in effect until expressly terminated by one of the parties hereto but said termination may only occur at the end of each three year Urban County requalification period; and

WHEREAS, the County has the authority to carry out activities which shall be funded from annual Community Development Block Grant funding appropriations: the County has final responsibility for selecting projects, preparing the Five Year Plan as required by HUD and annual Action Plans; and

WHEREAS, by executing this Cooperative Agreement, the Municipality understands the following:

1. It may not apply for grants under the Small Cities New Jersey State CDBG Program for appropriations for fiscal years during the period in which it participates in the Passaic County Urban County CDBG Program;
2. This agreement shall remain in effect until the CDBG funds and income received with respect to the three year qualification period are expended and the funded activities completed;
3. The County and the Municipality may not terminate or withdraw from this agreement while this agreement remains in effect as above;
4. The Municipality has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations;

5. The Municipality has a policy of enforcing applicable State and local laws against physically barring entrance to, or exit from, a facility or location that is the subject of nonviolent civil rights demonstrations within its jurisdiction;
6. The Municipality shall be prohibited from receiving Urban County funding for activities in, or in support of, any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction or that impedes the County's actions to comply with its fair housing certification;
7. The Municipality, pursuant to 24 CFR 570.501(b), is subject to the same requirements applicable to sub-recipients, including the requirement of a written agreement as described in 24 CFR 570.503; and

WHEREAS, the Municipality shall comply with all applicable laws, ordinances, and codes of the State and Local governments, and shall commit no trespass on any private property in performing any of the work embraced by this Cooperative Agreement; and

WHEREAS, the Municipality shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, handicap or familiar status. The Municipality shall take affirmative action to ensure that applicant for employment are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, handicap or familiar status. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff/termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Municipality shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Government setting forth the provisions of this nondiscrimination clause. The Municipality shall incorporate the foregoing requirements of this paragraph (a) in all its contractors for such work to incorporate such requirements in all of its contractors for such requirements in all subcontractors for program work; and

WHEREAS, the Municipality is subject to the requirements of Title VI of the Civil Rights Act of 1964, and Title VIII of the Civil Rights Act of 1968. (P.L. 88-352) and HUD regulations with respect thereto including the regulations under 24 CFR Part I. In the sale, or lease, or other transfer of land acquired, cleared, or improved with the assistance provided under this Agreement, the Municipality shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination upon the basis of race, color, religion, sex, or national origin in the sale, lease or rental, or in the use or occupancy of such land or any improvements erected thereon, and providing that the sub grantee and the United States are beneficiaries of and entitled to enforce such covenant. The Municipality in undertaking its obligation in carrying out the program assisted hereunder agrees to take such measures as are necessary to enforce such covenant and shall not itself so discriminate; and

WHEREAS, the County and the Municipality agree to comply with the Consolidated and Further Continuing Appropriations Act, 2016, Pub. L 114-113 which states that a unit of local government may not sell, trade or otherwise transfer for all or any portion of such funds to a metropolitan city, urban county, unity of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Housing and Community Development Act of 1974, as amended; and

WHEREAS, the aforesaid activities are in the best interest of the Borough of Totowa.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Totowa that the Mayor is authorized to execute the Urban County CDBG Cooperation Agreement with the County of Passaic to participate in the Passaic County Urban County Entitlement Community Development Block Grant Program for Federal Fiscal Years 2017, 2018 and 2019.

BE IT FUTHER RESOLVED, that this resolution shall take effect immediately upon its enactment, as provided by law.

There was a motion by Councilman Povolo, seconded by Councilman DiNardo to approve payment to the various Marching Bands for the 2016 Memorial Day Parade. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

COMMITTEE ON PUBLIC SAFETY:

Borough Clerk Shpiruk announced that we will have a report from the Police Chief and then the Fire Chief.

Police Chief Giovanni Giovatto: Gave the following report.

Honorable Mayor and Council:

Our department will participate in the countywide Aggressive Driving Enforcement Program during the Memorial Day holiday weekend while working with the New Jersey Division Of Highway Traffic Safety.

We have had several citizen complaints about speeding on Shepherds Lane, Barnert Avenue and Bogert Street. We have stepped up radar patrols in those areas. The Speed Trailer was also placed out by our Department of Public Works for nine days on Shepherds Lane.

We have placed an order with the Beyer Ford Fleet Dealership in East Hanover to purchase two new 2016 Ford Interceptor Police Sedans. These sedans are an All-Wheel Drive Model with an improved "Police Package". We received a very good price through the Morris County Cooperative Purchasing Group.

We are currently involved in the statewide "Click It or Ticket" Program during the month of May. This is in an effort to increase the use of seatbelts and cut down on crash injuries.

We want to see everyone have a safe, happy and healthy summer.

Fire Chief Vincent Colavitti: Gave the following report.

Honorable Mayor and Council,

In the past six months, the Totowa Fire Department has responded to 380 fire calls for 2015 and has responded to 111 fire calls as of May 24, 2016. All of our firefighters have completed their required fire courses and their annual training classes. Our membership continues to increase having six new members joining the department in 2015. Our first women firefighter, Amanda Munson, graduated from the Fire Academy and joined Fire Rescue Company 4. The Junior Firefighter Program also continues to grow, and directly feeds into the main fire department. The junior firefighters get appointed by the Mayor and Council at the age of 16, and can then transition into the department following their completion of the fire academy at the age of 18. Two members recently completed the academy.

On August 22, 2015, Fire Rescue Company 4 held a ceremony to welcome their new rescue truck to the department fleet. In October 2015, the fire department conducted a fire safety program at Memorial School, as well as the local nursery schools within the Borough. The department also participated at the Totowa Borough Health Fair.

The Fire department battled numerous fires during the past year. Thanks to the prompt and dedicated response of the volunteers, there were no injuries to any family or department members. On two occasions, the animal oxygen mask, which were donated by our local Girl Scout Troop, were utilized.

Two of our senior firefighters were recognized for their years of unselfish service to the Fire Department, Val Cholminski for 60 years of service, and Charles Roe for 50 years of service. Their commitment to the borough has been a fine example for our current members.

On May 29, 2016 at 12:00 pm, the Totowa Fire Department will hold its annual Memorial Day Ceremony at the Fireman's Monument on the front lawn of the Municipal Building. All are welcomed to attend.

There was a motion by Councilman Katat, seconded by Councilman Manzi to adopt the following Resolution Authorizing The Purchase And Delivery Of One Chief's Vehicle For The Borough Of Totowa Fire Department. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

RESOLUTION NO. 75-2016

RESOLUTION AUTHORIZING THE PURCHASE AND DELIVERY OF ONE CHIEF'S VEHICLE FOR THE BOROUGH OF TOTOWA FIRE DEPARTMENT

WHEREAS, the Borough of Totowa Fire Chief has requested that one new Chief's vehicle be purchased and added to the Borough of Totowa fleet; and

WHEREAS, the Mayor and Council of the Borough of Totowa have determined that there is a need for the new vehicle in order to maintain and keep the fleet updated; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the purchase of this vehicle; and

WHEREAS, State of New Jersey Contract No. 89938 has been awarded to Day Chevrolet Inc., 1600 Golden Mile Highway, Monroeville, Pennsylvania 15146 for the purchase of and delivery of one 2016 Chevrolet Tahoe 4x4 vehicle and related equipment; and

WHEREAS, pursuant to the applicable New Jersey State laws, the purchase of this vehicle 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 purchase and delivery of one new 2016 Chevrolet Tahoe 4x4 vehicle from Day Chevrolet Inc. in the amount of \$39,958.39.

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

There was a motion by Councilman Katat, seconded by Councilman Manzi to adopt the following Resolution Authorizing The Purchase And Installation Of All The Lighting And Hardware For The New Chief's Vehicle For The Borough Of Totowa Fire Department. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

RESOLUTION NO. 76-2016

RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF ALL LIGHTING AND HARDWARE FOR THE NEW CHIEF'S VEHICLE FOR THE BOROUGH OF TOTOWA FIRE DEPARTMENT

WHEREAS, by Resolution No. 75-2016 dated May 24, 2016, the Mayor and Council of the Borough of Totowa authorized the purchase and delivery of one new 2016 Chevrolet Tahoe 4x4 vehicle for use as the Borough of Totowa Fire Chief's vehicle; and

WHEREAS, the vehicle will require the installation of emergency lighting and related hardware; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the purchase and installation of the necessary lighting and hardware for the new Fire Chief's vehicle; and

WHEREAS, State of New Jersey Contract No. 81334 has been awarded to Murphy Communications & Emergency Lights, 605 Montgomery Road, Hillsborough, New Jersey 08844 for the purchase of and installation of lighting and hardware; and

WHEREAS, pursuant to the applicable New Jersey State laws, the purchase of this lighting and related hardware for the Fire Chief's vehicle 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 purchase and installation of emergency lighting and hardware for the Borough of Totowa Fire Chief's new 2016 Chevrolet Tahoe 4x4 vehicle in the amount of \$9,974.40.

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

There was a motion by Councilman Katat, seconded by Councilman Manzi to authorize the Borough Clerk and the Borough Attorney to prepare the specifications and advertise for the receipt of bids for an Electronic Ticket or E-Ticket System. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

COMMITTEE ON PUBLIC WORKS:

Borough Clerk Shpiruk announced that we will now have a report from the Superintendent of Public Works.

Superintendent of Public Works Gabriella Cordova: Gave the following report.

Honorable Mayor and Council:

This time of year the Department of Public Works is very busy getting all the parks and fields in the Borough of Totowa in shape, and maintaining each of these fields on a daily basis for the Borough's Spring sports programs.

We also mulch all the decorative trees along Union Boulevard and plant flowers in every one of the 300 planters we have throughout the Borough.

The Department of Public Works is preparing to paint the town pool, so it can be ready for opening day on Friday, June 17, 2016. Painting the pool uses approximately 140 gallons of paint.

Our Road Maintenance program, which is also done this time of year, consists of patching and fixing potholes that were created during the winter months. We clean out all of the catch basins at this time too.

We began our annual fire hydrant flushing throughout the Borough, which includes flushing and exercising approximately 505 hydrants.

There was a motion by Councilman DiNardo, seconded by Councilman Katat to authorize the Borough Clerk and the Borough Attorney to prepare the specifications and advertise for the receipt of bids for the purchase of fire hydrants. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

Borough Clerk Shpiruk announced that we will now have a report from the Municipal Engineer.

Municipal Engineer Salvatore Micciche: Gave the following report.

Honorable Mayor and Council:

The Gordon Avenue Improvements project received a \$135,000 Municipal Aid Grant from the NJDOT. The project consists of the installation of replacement concrete vertical curb, installation of ADA compliant curb ramps, and the milling and paving of the road from Crosby Avenue to Barnert Avenue.

The Notice to Proceed for the project was issued on March 15, 2016 and the established contract completion date was May 14, 2016. The contractor has completed the installation of all new curb and curb ramps for the project. We have received a tentative schedule from the contractor that milling and paving operations will be completed the week of May 16, 2016.

The Hobart Place Improvements project received a \$140,000 Municipal Aid Grant from the NJDOT. The project consists of the installation of replacement concrete vertical curb, installation of ADA compliant curb ramps, and the milling and paving of the road from Crosby Avenue to Barnert Avenue.

Bids were received on April 14, 2016 and the project has been awarded to Midwest Construction, Inc. Once we receive confirmation that the contract has been executed, we will schedule a preconstruction meeting and issue the Notice to Proceed. The contractor will have 90 calendar days to complete the project, after the Notice to Proceed is issued.

The Borough recently awarded the Sanitary Sewer Lining Project –Phases 2 & 3 contract to Aqua Infrastructure Rehabilitation Co., LLC. We are in the process of scheduling a preconstruction meeting and will issue the Notice to Proceed at the meeting. The contractor will have 60 calendar days to complete the project, after the Notice to Proceed is issued.

The project consists of the relining of certain sections of existing sanitary sewer main within Dewey Avenue and Grant Avenue, near Totowa Road, and within Williams Place, near Jefferson Place. The work will consist of the installation of cured-in-place pipe liner along the length of sanitary sewer main to be rehabilitated. This project is being funded by a Community Development Block Grant and we will be required to ensure that the contractor complies with the conditions of the grant for the duration of the project.

There was a motion by Councilman Manzi, seconded by Councilwoman Martin to adopt the following Resolution Authorizing Smoke Testing For A Portion Of The Sanitary Sewer System. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

RESOLUTION NO. 77-2016

RESOLUTION AUTHORIZING SMOKE TESTING FOR A PORTION
OF THE SANITARY SEWER SYSTEM

WHEREAS, the Borough of Totowa Sewer Department Superintendent has recommended that the Borough of Totowa initiate a Smoke Testing Program for Totowa's sanitary sewer system; and

WHEREAS, more specifically, the Superintendent has identified approximately 30,000 linear feet of sewer for smoke testing; and

WHEREAS, Flow Assessment Services, 840 Plumtry Drive, West Chester, Pennsylvania 19382 has submitted a proposal dated April 29, 2016 to perform the smoke testing services at a rate of \$0.35 per linear foot at a total cost of \$10,500.00, a copy of which is on file in the office of Borough of Totowa Municipal Clerk; and

WHEREAS, prior to initiating the Smoke Testing Program services, Flow Assessment Service crew leaders shall meet with local public safety authorities to establish a communication protocol, identify all residential and commercial structures and provide notice prior to any testing; and

WHEREAS, the Smoke Testing Program will include the smoke testing of 30,000 linear feet of sanitary sewer, a summary of findings, smoke testing log and shall identify any suspected inflow sources; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to establish a Smoke Testing Program for the Borough of Totowa sanitary sewer system and authorize the smoke testing services for the general health, safety and well-being of the residents of the Borough of Totowa; and

WHEREAS, pursuant to the applicable New Jersey State laws, the smoke testing 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 Flow Assessment Services for smoke testing services to be performed on 30,000 linear feet of sanitary sewer in accordance with the rate set forth above and in the proposal.

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize Flow Assessment Services to provide the materials and perform the services set forth in their proposal.

There was a motion by Councilman Manzi, seconded by Councilwoman Martin to adopt the following Resolution Authorizing HVAC Preventative Maintenance Agreement. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

RESOLUTION NO. 78-2016

RESOLUTION AUTHORIZING HVAC PREVENTATIVE MAINTENANCE AGREEMENT

WHEREAS, the Borough of Totowa Department of Public Works ("DPW") Superintendent 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, P.O. Box 562, Totowa, New Jersey 07511 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 as well as pressurized chemical cleaning of all air-conditioning equipment 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:

A letter was received from the PAL Executive Board requesting permission to donate and have planted two trees along with the installation of two plaques in honor of two residents who recently passed away and had been a part of and given so much to the PAL. There was a motion by Councilwoman Martin, seconded by Councilwoman Snyder to approve this request. On roll call vote, all members of the Youth Week Council present voted in the affirmative.

COMMITTEE ON LEGISLATIVE & ORDINANCES:

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

ORDINANCE NO. 12-2015

A CAPITAL ORDINANCE AMENDING ORDINANCE NOS. 08-2012, 06-2013, 10-2013, 05-2014 AND 09-2015 APPROPRIATING AN ADDITIONAL \$101,066 FOR SEWER MAIN IMPROVEMENTS TO BE UNDERTAKEN BY THE BOROUGH OF TOTOWA AND TO APPROPRIATE AN ADDITIONAL \$101,066 FROM A COMMUNITY DEVELOPMENT BLOCK GRANT

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

Mayor John Coiro, on behalf of the Mayor and Council thanked all for attending the Youth Week Council Meeting and once again congratulated the Youth Week participants on winning their respective elections and complimented them on a job well done. Explained that every year we like to give the students a taste for what goes on daily and at meetings and informed the parents that these were actual votes that will go into the Minutes. Said he hoped that the students learned something about Municipal Government and gained some insight into how our town is run. Communicated to the parents that sometimes residents show up with different issues. Remarked that maybe some of you will look into government in the future. Acknowledged the hard work that was put into making their posters and told them to please take their posters home, along with their commemorative name plate. Also advised the parents that Youth Week continues on Thursday, May 26th when we will take all the Youth Week Elected Officials on a tour of the town—to the Passaic Valley Water Commission, lunch at Ruby Lounge at The Holiday Inn and the State Police.

Joseph Wassel, RMC
Municipal Clerk