

## **BOROUGH OF TOTOWA**

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

**September 13, 2022**

**PRESENT:** Mayor John Coiro, presiding, Council President Lou D'Angelo, Councilwoman Debra Andriani, Councilman Anthony Picarelli, Councilman William Bucher, Councilman John Capo, Councilman Patrick Fierro, 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 Councilwoman Andriani to dispense with the regular order of business in order to have a swearing in ceremony to administer the Oath of Allegiance and Office to Patrol Officer Park Balloutine, Patrol Officer Brian Britting and Patrol Officer Gary Bierach being promoted to the rank of Sergeant of the Borough of Totowa Police Department. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro asked Public Safety Committee Chairman, Councilman D'Angelo and Police Chief Carmen Veneziano to join him in front of the dais. Mayor Coiro said that this is now our third ceremony that we have had in the last year after our promotions to Captain and

then Lieutenant and now with these promotions to Sergeant our Table of Organization is filled. Mayor Coiro went on to say that this is always a great night and we are honored that we can make these promotions and that all three of our Sergeants being promoted are qualified and deserving and has a little more importance coming on the heels of the anniversary of 9-11.

Mayor Coiro asked Patrol Officer Park Balloutine, Patrol Officer Brian Britting and Patrol Officer Gary Bierach to approach the dais to take the Oath of Allegiance and Office for the rank of Sergeant.

Mayor Coiro administered the Oath of Allegiance and Office to Sergeant Park Balloutine with Jeremiah – Big Brother holding the Bible, Sergeant Brian Britting with his wife Alicia holding the Bible and his children by his side and Sergeant Gary Bierach with his wife Colby holding the Bible and his children by his side.

A badge symbolic to the rank of Sergeant was presented to Sergeant Park Balloutine, Sergeant Brian Britting and Sergeant Gary Bierach by Police Chief Carmen Veneziano.

Congratulations were extended to Sergeant Park Balloutine, Sergeant Brian Britting and Sergeant Gary Bierach.

Councilman D'Angelo congratulated them all on their promotions, said it is well deserved and wished them the best.

Police Chief Veneziano thanked the Mayor and Council for moving these promotions along, said this is the third phase to fill our Table of Organization, congratulated each officer and went on to give a little personal and professional history about each officer being promoted.

Sergeant Balloutine thanked Chairman Peter Murphy, Chief Veneziano and the Mayor and Council and also thanked his brothers and sisters in blue, Jeremiah, his Mom, Dad and family and his brother who is with him here in spirit.

Sergeant Britting thanked God, his wife, kids and family, Chairman Murphy, Mayor and Council, the Chief, his brothers and sisters in law enforcement and everyone who came out from the Prosecutors Office.

Sergeant Bierach thanked Chairman Murphy, the Mayor and Council, the Chief, fellow officers and his family and friends.

Mayor Coiro announced that there will be a short recess to allow all family and friends to congratulate the promoted officers.

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

There were no reports.

#### CITIZENS HEARD:

There were no citizens who wished to be heard.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to approve the Minutes of the Mayor and Council for the meeting of August 23, 2022. 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. 2022-19 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 effectuate the redemption of Tax Sale Certificate Number 18-00002 for 143 Lincoln Avenue, Block 28, Lot 10. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION

Tax Sale Certificate Number 18-00002  
Block 28, Lot 10  
Property: 143 Lincoln Avenue, Totowa, New Jersey 07512  
Owner: Armondo & Maria Ochoa

WHEREAS, at the Municipal Tax Sale on October 24, 2019, a lien was sold on Block 28, Lot 10; and

WHEREAS, this lien known as Tax Sale Certificate Number 18-00002, was sold to Matthew Bariso for a 0% redemption fee and no premium; and

WHEREAS, Armondo & Maria Ochoa, the owners of the property, has effected redemption of Tax Sale Certificate Number 18-00002 in the amount of \$3,647.41 as of September 13, 2022.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Treasurer to issue a check in the amount of \$3,647.41 payable to Matthew Bariso for the redemption of Tax Sale Certificate Number 18-00002.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following Resolution To Acknowledge Receipt Of And Accept The 2021 Audit Corrective Action Plan. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION NO. 109-2022

#### RESOLUTION TO ACKNOWLEDGE RECEIPT OF AND ACCEPT THE 2021 AUDIT CORRECTIVE ACTION PLAN

WHEREAS, by Resolution No. 21-2022 dated January 1, 2022, 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, 2021; and

WHEREAS, the Municipal Clerk and Chief Financial Officer/Treasurer prepared the 2021 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 2021 Audit Corrective Action Plan have been distributed to the Mayor and Council of the Borough of Totowa and the Recommendations and 2021 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 2021 Audit Corrective Action Plan as prepared by the Municipal Clerk and Chief Financial Officer/Treasurer.

#### COMMITTEE ON PUBLIC SAFETY:

There was a motion by Councilman D'Angelo, seconded by Councilman Capo to approve a grade increase for Patrol Officer Matthew Cossari from Grade 5 to Grade 4. On roll call vote, all members of the Council present voted in the affirmative.

A letter from Fire Chief Rich Schopperth advising that he will be attending the New Jersey State Firemen's Convention from September 14 – 18, 2022 was received and filed.

There was a motion by Councilman D'Angelo, seconded by Councilman Capo to approve Junior Firefighter Application for Sean Philip Puglise for Volunteer Fire Company No 1. On roll call vote, all members of the Council present voted in the affirmative.

A letter from the Totowa Fire Department Fund Drive Committee advising of their annual fund drive was received and filed.

There was a motion by Councilman D'Angelo, seconded by Councilman Capo to add the following item to the agenda. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from Volunteer Fire Company No. 1 requesting permission to attend the North Caldwell Fire Department's 100<sup>th</sup> Anniversary on Saturday, September 24, 2022 from 1:00 – 7:00 p.m. There was a motion by Councilman D'Angelo, seconded by Councilman Capo to approve the request. On roll call vote, all members of the Council present voted in the affirmative.

#### COMMITTEE ON PUBLIC WORKS:

There was a motion by Councilman Bucher, seconded by Councilman Fierro to adopt the following Resolution To Submit A Grant Application And Execute A Grant Agreement With The New Jersey Department Of Transportation For The 2023 Local Transportation Funds Grant Application For The Union Boulevard And Totowa Road Streetscape Improvements Project. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION NO. 110-2022

#### RESOLUTION TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE 2023 LOCAL TRANSPORTATION FUNDS GRANT APPLICATION FOR THE UNION BOULEVARD AND TOTOWA ROAD STREETSCAPE IMPROVEMENTS PROJECT

WHEREAS, the Borough of Totowa continues to develop projects that will improve and beautify the streetscape on public roads; and

WHEREAS, the Borough of Totowa has provided plans specifically designed to address quality of life and beautify our main street business district in order to attract and maintain customers; and

WHEREAS, the Borough of Totowa has identified Union Boulevard and Totowa Road to be in need of streetscape improvements.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Totowa formally approve the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to submit an electronic grant application identified as LTPF-2023-Union Boulevard and Totowa Road Streetscape Improvements Project-00009 to the New Jersey Department of Transportation on behalf of the Borough of Totowa.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Totowa and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

#### COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

A letter was received from the St. James Italian Society requesting permission to use the Municipal Parking Lot on Sunday, September 25, 2022 for a pilgrimage to the Padre Pio Shrine, Barto, PA. There was a motion by Councilman Capo, 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 Bucher to adopt the following Resolution Authorizing The Provision Of A Grant Pursuant To The Borough Of Totowa Affordability Assistance Program For The Tenant Of An Affordable Housing Unit Located At Sunset Ridge At Totowa, 617 Preakness Avenue, Apartment 206. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION NO. 111-2022

#### RESOLUTION AUTHORIZING THE PROVISION OF A GRANT PURSUANT TO THE BOROUGH OF TOTOWA AFFORDABILITY ASSISTANCE PROGRAM FOR THE TENANT OF AN AFFORDABLE HOUSING UNIT LOCATED AT SUNSET RIDGE AT TOTOWA, 617 PREAKNESS AVENUE, APARTMENT 206

WHEREAS, Applicant, Marcia Ryan ("Tenant") will be renting Apartment 206, Sunset Ridge at Totowa, 617 Preakness Avenue, Totowa, New Jersey 07512 ("Unit"), a property governed by the statutes, ordinances, rules and regulations restricting occupancy and use of the property as an affordable housing unit; and

WHEREAS, the Tenant is eligible for an Affordability Assistance Grant through the Borough of Totowa's Affordability Assistance Program to pay for four month's rent for the Unit; and

WHEREAS, the Borough of Totowa's Affordable Housing Administrative Agent, Community Grants, Planning & Housing, LLC, ("CGP&H") has reviewed the Tenant's application and qualified the Tenant for the requested assistance; and

WHEREAS, the amount of the requested grant for the four month's rent will be paid directly to the Landlord, (\$5,044.00) by the Borough of Totowa; and

WHEREAS, the Borough of Totowa is willing, pursuant to the Affordability Assistance Program, to extend a grant in the amount of \$5,044.00; and

WHEREAS, the funding for the grant will be from the Borough of Totowa Affordable Housing Trust Fund.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa does hereby authorize the following:

1. The Borough of Totowa is hereby authorized, pursuant to the Borough of Totowa's Affordability Assistance Program, to provide the Tenant with a grant to be used to pay four month's rent for the Unit.
2. The Mayor, Municipal Clerk, Borough Attorney, CFO and such other staff and officials as may be appropriate are authorized to take such steps as may reasonably be required to implement this resolution, including issuance of the grant amount.

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.

#### COMMITTEE ON LEGISLATION & ORDINANCES:

There was a motion by Councilman Fierro, seconded by Councilman Picarelli to carry the Resolution Authorizing The Renewal Of Division Of Alcoholic Beverage Control Liquor Licenses For The 2022 – 2023 License Term. On roll call vote, all members of the Council present voted in the affirmative.



There was a motion by Councilman Fierro, seconded by Councilman Picarelli to approve the Application For Social Affair Permit from the State Of New Jersey Division Of Alcoholic Beverage Control for the Passaic Valley Elks Lodge 2111 BPOE to be held on October 7, 2022 from 4:00 p.m. – 11:59 p.m. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Fierro, seconded by Councilman Picarelli to approve the Application For Social Affair Permit from the State Of New Jersey Division Of Alcoholic Beverage Control for the Totowa Borough Republican Club for Saturday, October 8, 2022 from 12:00 – 5:00 p.m. to be held at 515 Union Boulevard. 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 Andriani 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