

BOROUGH OF TOTOWA

MINUTES OF THE MAYOR AND COUNCIL

August 25, 2026

PRESENT: Mayor John Coiro, presiding, Council President Lou D'Angelo, Councilman Anthony Picarelli, Councilman William Bucher, Councilman Patrick Fierro, Councilwoman Kristen Coiro and Municipal Clerk Joseph Wassel.

ABSENT: Councilman Sanders Reynoso and Municipal Attorney Kristin Corrado.

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.

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 Councilman Picarelli to approve the Minutes of the Mayor and Council for the meeting of August 11, 2026. 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. 2026-18 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 Continue Membership In The New Jersey Intergovernmental Insurance Fund For A Period Commencing January 1, 2026 And Terminating December 31, 2028. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 122-2026

RESOLUTION TO CONTINUE MEMBERSHIP IN THE NEW JERSEY INTERGOVERNMENTAL INSURANCE FUND FOR A PERIOD COMMENCING JANUARY 1, 2026 AND TERMINATING DECEMBER 31, 2028

WHEREAS, the Municipal Council of the Borough of Totowa (hereinafter the "Local Unit") has determined that membership in the New Jersey Intergovernmental Insurance Fund (hereinafter the "Fund") established pursuant to Chapter 372, Laws of 1983 (N.J.S.A. 40A:10-36 et seq), is in the best interest of the municipality.

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council of the Borough of Totowa, in the County of Passaic, State of New Jersey as follows:

SECTION 1. The Borough of Totowa hereby agrees to continue as a member in the "Fund" for a period commencing on 1/1/2026 and terminating on 12/31/2028 for the following types of insurance coverage:

- ☒ a) Workers Compensation and Employers Liability
- ☒ b) General Liability (including Police Professional & Public Officials Liability);
- ☒ c) Motor Vehicle and Equipment Liability Coverage;
- ☒ d) Property Damage (including Building & Contents, Automobile Physical Damage, Contractors Equipment and Boiler & Machinery)
- ☒ e) Environmental Impairment Liability
- ☒ f) Cyber Liability

SECTION 2. Local Unit agrees to enter into and abide by the terms of the Indemnity and Trust Agreement, attached hereto as Exhibit 1. Local Unit hereby authorizes and directs Borough of Totowa to execute the Indemnity and Trust Agreement and such other documents as are necessary to comply with the requirements of the Fund.

SECTION 3. The Bylaws of the New Jersey Intergovernmental Insurance Fund are hereby adopted and accepted by the Local Unit and the Local Unit hereby agrees to conduct its membership in the "Fund" according to the rights and obligations set forth therein.

SECTION 4. The Local Unit certifies that it has never defaulted on claims under a self-insurance plan and that it has not had its insurance canceled for non-payment of premium for a period of at least two (2) years prior to this application.

SECTION 5. Inconsistent Resolutions. All resolutions, or parts thereof that are or may be, inconsistent with provisions of this Resolution are hereby repealed to the extent of such inconsistency.

SECTION 6. Severability. If any section, paragraph, subdivision, clause or provision of this Resolution shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Resolution shall be deemed valid and effective.

SECTION 7. Effective Date. This Resolution shall take effect upon its passage.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to acknowledge receipt of the Report of Audit for the year ended December 31, 2025 and that the recommendations will be reviewed by the Governing Body. On roll call vote, all members of the Council present voted in the affirmative.

A letter from American Legion Memorial Post No. 227 inviting the Mayor and Council to their ceremony commemorating the 25th Anniversary of the September 11, 2001 attacks on Friday, September 11, 2026 at 6:00 p.m. was received and filed.

COMMITTEE ON PUBLIC SAFETY:

There was a motion by Councilman D'Angelo, seconded by Councilman Bucher to adopt the following Resolution Authorizing The Purchase And Installation Of A New Jersey Alcotest System For The Borough Of Totowa Police Department. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 123-2026

RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF A NEW JERSEY ALCOTEST SYSTEM FOR THE BOROUGH OF TOTOWA POLICE DEPARTMENT

WHEREAS, the Acting Police Chief of the Borough of Totowa Police Department has requested that purchase of a New Jersey Alcotest System and related equipment to maintain traffic safety and law enforcement operations; and

WHEREAS, the acquisition and installation of this equipment will ensure compliance with New Jersey State Police standards and statutory requirements for breath-alcohol testing; and

WHEREAS, the Mayor and Council of the Borough of Totowa have determined that there is a need for this equipment to be used by the Police Department to ensure the continuous, reliable operation of the Police Department's standard operating procedures; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the purchase of a breath-alcohol testing system for the Borough of Totowa Police Department; and

WHEREAS, State of New Jersey Contract No. #T-3031 has been awarded to Draeger, Inc., 7256 Sam Houston W. Parkway, Suite 100, Houston, Texas 77085 for the purchase and installation of Alcotest Systems and all related equipment; and

WHEREAS, Drager, Inc. has submitted a proposal dated August 19, 2026 for the purchase and installation of one New Jersey Alcotest 9510 System in the amount of \$24,984.00, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the purchase of the New Jersey Alcotest 9510 System from Drager, Inc. includes a 10-year service agreement for the System; and

WHEREAS, pursuant to the applicable New Jersey State laws, the purchase of this equipment 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 Jersey Alcotest 9510 System from Drager, Inc. in the amount of \$24,984.00.

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

There was a motion by Councilman D'Angelo, seconded by Councilman Bucher to adopt the following Resolution Authorizing A Memorandum Of Understanding Between The Borough Of Totowa And The Police Dispatchers Of The Totowa Police Department Regarding The Implementation Of A 12-Hour Pitman Work Schedule. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 124-2026

RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING BETWEEN THE BOROUGH OF TOTOWA AND THE POLICE DISPATCHERS OF THE TOTOWA POLICE DEPARTMENT REGARDING THE IMPLEMENTATION OF A 12-HOUR PITMAN WORK SCHEDULE

WHEREAS, the Borough of Totowa ("Borough") employs civilian Police Dispatchers who provide dispatch and communications services for the Borough of Totowa Police Department; and

WHEREAS, the Acting Chief of the Borough of Totowa Police Department has determined that the implementation of a 12-hour Pitman work schedule for Police Dispatchers will provide operational efficiencies and assist in maintaining appropriate staffing and continuity of dispatch services; and

WHEREAS, the Borough of Totowa Public Safety Committee and the Police Dispatchers have discussed and reached a mutual understanding concerning the implementation of a 12-hour work schedule; and

WHEREAS, the parties desire to memorialize their understanding in a written Memorandum of Understanding ("MOU") establishing the terms and conditions under which the 12-hour Pitman work schedule will be implemented and administered; and

WHEREAS, the MOU shall govern the implementation and administration of the 12-hour Pitman work schedule, including scheduling, shift assignments, staffing requirements, meal periods, overtime, coverage, and related operational matters; and

WHEREAS, the Mayor and Council have determined that entering into the MOU is in the best interests of the Borough and will promote the efficient and effective operation of the Borough of Totowa Police Department dispatch services.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa hereby authorize and approve the execution of a Memorandum of Understanding between the Borough of Totowa and the Borough of Totowa Police Dispatchers concerning the implementation of a 12-hour Pitman work schedule.

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.

Upon the recommendation of the Committee, there was a motion by Councilman D'Angelo, seconded by Councilman Bucher to appoint Kaiden Bijoy Rodriguez as a Police Dispatcher. On roll call vote, all members of the Council present voted in the affirmative.

MAYOR'S APPOINTMENT

I, Mayor John Coiro with the advice and consent of the Council
do hereby appoint Kaiden Bijoy Rodriguez as a Police Dispatcher
for a one year term ending December 31, 2026.

There was a motion by Councilman D'Angelo, seconded by Councilman Bucher to confirm the appointment. On roll call vote, all members of the Council present voted in the affirmative.

Upon the recommendation of the Committee, there was a motion by Councilman D'Angelo, seconded by Councilman Bucher to hire Daniel Urban for Police Support Services. 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 Authorizing The Rebuilding Of The Cushion Chamber Assembly At The Bullens Lane Water Tank. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 125-2026

RESOLUTION AUTHORIZING THE REBUILDING OF THE CUSHION CHAMBER ASSEMBLY AT THE BULLENS LANE WATER TANK

WHEREAS, the Borough of Totowa is the owner of a Water Tank located at 54 Mountainwood Court and more commonly identified as the Bullens Lane Water Tank; and

WHEREAS, the Water Tank stores water to provide consistent pressure, meet peak demand, and serve as an emergency backup supply during power outages or other disruptions; and

WHEREAS, the Borough of Totowa Department of Public Works ("DPW") Superintendent has advised the Mayor and Council of the Borough of Totowa that the 12" Cushion Chamber Assembly at the Water Tank needs to be rebuilt; and

WHEREAS, Mike's Mobil Maintenance, 95B Stickles Pond Road, Newton, New Jersey 07860 has submitted a proposal dated July 21, 2026 for the rebuilding of the 12" Cushion Chamber Assembly at the Bullens Lane Water Tank in the amount of \$12,500.00, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, pursuant to the applicable New Jersey State laws, the rebuilding of the 12" Cushion Chamber Assembly for the Bullens Lane Water Tank 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 rebuilding of the 12" Cushion Chamber Assembly at the Bullens Lane Water Tank by Mike's Mobil Maintenance in the amount of \$12,500.00.

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

COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

There was a motion by Councilman Fierro, seconded by Councilman Bucher to adopt the following Resolution Authorizing Tree Removal And Tree Trimming At The PAL Recreational Fields. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 126-2026

RESOLUTION AUTHORIZING TREE REMOVAL AND TREE TRIMMING AT THE PAL RECREATIONAL FIELDS

WHEREAS, the Borough of Totowa is the owner of property commonly referred to as the PAL Recreational Fields; and

WHEREAS, the Borough of Totowa Department of Public Works is responsible for maintaining the fields for the use, enjoyment, and safety of the public and local youth sports programs; and

WHEREAS, the Borough of Totowa DPW Superintendent has recommended the professional removal of one tree and the trimming of other trees to maintain healthy growth and prevent falling branches; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the tree removal and tree trimming services at the PAL Recreational Fields; and

WHEREAS, Tree King, 12 Lenel Road, Landing, New Jersey 07850 has submitted a proposal dated August 11, 2026 to provide the professional tree removal and tree trimming services at the PAL Recreational Fields for a fee not to exceed the sum of \$15,000.00, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the professional tree removal and tree trimming services include a 3-man crew per day for up to 5 days with all necessary equipment; and

WHEREAS, pursuant to the applicable New Jersey State laws, the professional tree removal and tree trimming services at the PAL Recreational Fields 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 tree removal and tree trimming services at the PAL Recreational Fields by Tree King in an amount not to exceed the sum of \$15,000.00.

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

COMMITTEE ON LIAISON & INSPECTION:

There was no report.

COMMITTEE ON LEGISLATION & ORDINANCES:

There was a motion by Councilwoman Coiro, 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. 15-2026

AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF TOTOWA CHAPTER 295 ENTITLED “PROPERTY MAINTENANCE”, SECTION 10, “ADMINISTRATIVE PROVISIONS” AND TO CREATE A NEW SECTION 12 TO BE ENTITLED “BUSINESS AND INDUSTRIAL PROPERTIES”

There was a motion by Councilwoman Coiro, 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 Macedonian Orthodox Church “St. Nikola” to be held on September 12, 2026 from 12:00 p.m. – 9:00 p.m. & September 13, 2026 from 12:00 p.m. – 8:00 p.m. (rain dates: September 26th & 27th). On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to approve Raffle License Application No. 2496 for Rifle Camp Fire Company 3 for an On-Premise 50-50 to be held on September 23, 2026 at The Grand. 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 Councilman Picarelli that the meeting be adjourned. On roll call vote, all members of the Council present voted in the affirmative.

Joseph Wassel, RMC
Municipal Clerk