

BOROUGH OF TOTOWA

MINUTES OF THE MAYOR AND COUNCIL

February 23, 2021

Due to the COVID-19 (coronavirus) pandemic and the Governor's Executive Order 107, in accordance with N.J.S.A. 10:4-8(b), this meeting was not open to the public, but was held by virtual means on Zoom.

PRESENT: Mayor John Coiro, presiding, Council President Lou D'Angelo, Councilwoman Debra Andriani, Councilman Anthony Picarelli, Councilman William Bucher, Councilman John Capo, Councilwoman Lisa Palazzo, 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.

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

Mayor Coiro: Announced that the Blood Drive sponsored by the Mayor and Council and Senator Kristin Corrado was very successful with all spots being booked and over 40 pints of blood being donated.

Councilwoman Andriani: Thanked everyone who participated and donated blood, said the actual count was 42 pints of blood and that Vitalant is already looking for the next date for another blood drive.

CITIZENS HEARD:

There were no citizens who wished to be heard and Mayor Coiro announced that we have not received any emailed questions pertaining to the public portion of the meeting through 7:00 p.m.

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 February 9, 2021. 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. 2021-05 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 Treasurer to issue refunds to various property owners due to the overpayment of 1st Quarter 2021 taxes. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION

WHEREAS, there has been an overpayment of 1st quarter 2021 taxes on the property listed below; and

WHEREAS, the taxpayer is entitled to a refund; and

WHEREAS, the chart sets forth the refund as follows:

Block	Lot	Property Owner	Payable To:	Overpayment
9.11	86	182 Hickory Hill Blvd. Kyung Sook Son	Corelogic PO Box 9202	\$3,488.39

C0206			Coppell, TX 75019-9760	
26	12	96 William Pl. K & Ersu Mustafa	Corelogic Attn:Refund Dept. PO Box 9202 Coppell, TX 75019-9760	\$1,943.66
117	16.01	212 Dewey Ave. Robert Britting	Corelogic Attn:Refund Dept. PO Box 9202 Coppell, TX 75019-9760	\$1,778.96

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 or taxing authority.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following resolution authorizing the Tax Collector to adjust 1st & 2nd Quarter 2021 taxes for Barbara Casperson, 250 Dewey Avenue, Block 117, Lot 10 as Surviving Spouse of a Veteran due to a 100% Exemption for a 100% permanent and total disability. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION

WHEREAS, Barbara Casperson, 250 Dewey Ave., Block 117, Lot 10 has applied for a 100% exemption for a Surviving Spouse of a Veteran who was determined to be 100% permanently and totally disabled due to a service connected disability; and

WHEREAS, she meets all the requirements for the exemption and Jesse Casperson's (Spouse) 100% disability became effective on April 10, 2000; and

WHEREAS, she is "Exempt" from real estate taxes from the date of application of January 20, 2021.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Tax Collector is authorized to adjust off the 1st and 2nd quarters of 2021, and the property will be listed on the 2021 Tax List as "Exempt".

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following Resolution Authorizing Emergency Temporary Appropriation. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 37-2021

Resolution Re: Authorizing Emergency Temporary Appropriation

WHEREAS, an emergent condition has arisen with respect to current fund appropriations; and

WHEREAS, no adequate provision has been made in the 2021 temporary budget for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2021 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$1,400,000.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Totowa (not less than two-thirds of all members affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20 that emergency temporary appropriations be made and that said emergency temporary appropriations shall be provided for in full in the 2021 municipal budget so adopted:

CAPITAL IMPROVEMENTS – EXCLUDED FROM “CAPS”	
Improvements To Sanitary Sewer Pump Stations	\$1,400,000
Total	<u>\$1,400,000</u>

COMMITTEE ON PUBLIC SAFETY:

There was no report.

COMMITTEE ON PUBLIC WORKS:

There was a motion by Councilman Bucher, seconded by Councilwoman Palazzo to approve Change Order No. 1 for a net decrease of \$27,939.16 and Payment Estimate No. 2 in the amount of \$213,587.90 to Mike Fitzpatrick & Son, Inc. for the Jefferson Place & Raphael Road Improvements. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Bucher, seconded by Councilwoman Palazzo to approve Change Order No. 1 for a net decrease of \$11,129.00 and Payment Estimate No. 2 (Final) in the amount of \$59,276.30 to AJM Contractors, Inc. for the 2018 Road Program. On roll call vote, all members of the Council present voted in the affirmative.

A retirement letter was received from DPW Laborer Todd Pohlman, effective April 1, 2021. There was a motion by Councilman Bucher, seconded by Councilwoman Palazzo to accept his retirement and wish him a long, happy and healthy retirement. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

There was a motion by Councilman Capo, seconded by Councilwoman Andriani to accept the following bids for the William Place Pump Station Upgrade. On roll call vote, all members of the Council present voted in the affirmative.

<u>Company</u>	<u>Total Bid</u>
PACT TWO, LLC Ringoos, NJ 08551	\$1,765,000.00
CMS Construction, Inc. Plainfield, NJ 07060	\$1,846,875.00
DeMaio Electrical Co., Inc. Hillsborough, NJ 08844	\$1,865,300.00
Rapid Pump & Meter Service Paterson, NJ 07501	\$1,890,000.00
Allied Construction Group, Inc. Parlin, NJ 08859	\$1,979,300.00
Scafar Contracting, Inc. Cedar Knolls, NJ 07927	Not Responsive.

Upon the recommendation of the Engineer, there was a motion by Councilman Capo, seconded by Councilwoman Andriani to adopt the following resolution to award the contract for the William Place Pump Station Upgrade to the lowest responsible bidder. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 38-2021

RESOLUTION AUTHORIZING CONTRACT
FOR THE WILLIAM PLACE PUMP STATION UPGRADE

WHEREAS, the Borough of Totowa owns and operates the William Place Pump Station which receives sewage flow from various areas located throughout the Borough; and

WHEREAS, all pump stations are required to operate pursuant to their respective Treatment Works Approvals ("TWA's") which are issued by the New Jersey Department of Environmental Protection ("NJDEP"); and

WHEREAS, by Resolution No. 53-2020 dated April 14, 2020, the Mayor and Council of the Borough of Totowa authorized the Municipal Engineer to review the potential impact of several new developments connecting to the Borough's sanitary sewer systems to determine if the resulting flows may exceed the permitted allowable capacity of the William Place Pump Station; and

WHEREAS, the proposed scope of work includes but is not limited to developing base plans; determining baseline inflow conditions, the permitted pumping capacity and actual pumping capacity; reviewing the existing conditions, the permitted flows, the anticipated flows and operational issues of the sewer operator; preparing a report addressing the critical and recommended upgrades to the William Place Pump Station; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed bids in accordance with the specifications entitled "Borough of Totowa, William Place Pump Station Upgrade, Contract No. 2020-3"; and

WHEREAS, the Borough of Totowa did receive sealed bids at its Municipal Building on February 12, 2021; and

WHEREAS, the apparent low bid was submitted by PACT TWO, LLC, 554 Route 31 North, Ringoes, New Jersey 08851 in the amount of \$1,765,000.00, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Municipal Engineer has recommended that the project be awarded to PACT TWO, LLC; and

WHEREAS, the Mayor and Council of the Borough of Totowa have determined that the bid submitted by PACT TWO, LLC be accepted as the lowest responsible bid.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby accept the bid from PACT TWO, LLC for the William Place Pump Station Upgrade as the lowest responsible bid for the total sum of \$1,765,000.00.

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 Capo, seconded by Councilwoman Andriani 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. 39-2021

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 Raffle License Application No. 2217 for the Passaic Valley Band Association for an Off-Premise 50/50 to be held on May 25, 2021 at The Grand. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Palazzo, seconded by Councilman Picarelli to approve Raffle License Application Nos. 2218 & 2219 for the BPOE #2111 Passaic Valley Elks for a Tricky Tray and On-Premise 50/50 to be held on March 27, 2021. 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.

Joseph Wassel, RMC
Municipal Clerk