

BOROUGH OF TOTOWA

MINUTES OF THE MAYOR AND COUNCIL

March 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.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to dispense with the regular order of business in order to hold a public hearing on Ordinance No. 01-2021 as advertised. On roll call vote, all members of the Council present voted in the affirmative.

Municipal Clerk Wassel announced that Ordinance No. 01-2021 has been advertised for public hearing for Tuesday, March 23, 2021.

Municipal Clerk Wassel read the legal notice and the title of Ordinance No. 01-2021.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani 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 watching via Zoom wished to be heard on Ordinance No. 01-2021.

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 Ordinance No. 01-2021.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani 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. 01-2021 by title:

ORDINANCE NO. 01-2021

**AN ORDINANCE FIXING THE ANNUAL SALARIES AND WAGES
OF THE OFFICIALS, EMPLOYEES AND THE APPOINTEES OF THE
BOROUGH OF TOTOWA, COUNTY OF PASSAIC, STATE OF NEW JERSEY**

There was a motion by Councilman D'Angelo, seconded by Councilwoman Andriani to adopt Ordinance No. 01-2021 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 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 and Mayor Coiro announced that we have not received any emailed questions or comments.

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 March 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. 2021-07 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 approve Resolution No. 2021-08 Authorizing The Transfer Of 2020 Budget Appropriations. 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 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. 42-2021

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 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.

COMMITTEE ON PUBLIC SAFETY:

There was a motion by Councilman D'Angelo, seconded by Councilman Capo to approve a grade increase for Patrol Officer Meagan Akins from Grade 4 Patrol Officer to Grade 3 Patrol Officer. 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 Councilwoman Palazzo to accept the following bids for the 2020 NJDOT Municipal Aid Road Program. On roll call vote, all members of the Council present voted in the affirmative.

| <u>Company</u> | <u>Bid Amount</u> |
|--|-------------------|
| American Asphalt & Milling Kearny, NJ 07032 | \$265,730.26 |
| 4 Clean Up North Bergen, NJ 07047 | \$269,300.00 |
| JA Alexander, Inc. Bloomfield, NJ 07003 | \$271,024.86 |
| AJM Contractors, Inc. Clifton, NJ 07011 | \$273,202.00 |
| D&L Paving Contractors, Inc. Nutley, NJ 07110 | \$278,862.15 |
| Frank A. Macchione Construction Paramus, NJ 07652 | \$279,740.36 |
| DLS Contracting, Inc. Fairfield, NJ 07004 | \$280,954.36 |
| D.S. Meyer Enterprises, LLC Waldwick, NJ 07463 | \$285,765.11 |

| | |
|---|--------------|
| Paving Materials & Contracting Montville, NJ 07045 | \$296,297.00 |
| Cross Roads Pavement Pompton Plains, NJ 07444 | \$296,994.50 |
| Black Rock Enterprises, LLC Old Bridge, NJ 08857 | \$305,000.00 |
| Marini Bros. Construction Hackensack, NJ 07601 | \$306,788.50 |

Upon the recommendation of the Engineer, there was a motion by Councilman Bucher, seconded by Councilwoman Palazzo to adopt the following resolution to award the contract to the lowest responsible bidder for the 2020 NJDOT Municipal Aid Road Program. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 43-2021

RESOLUTION AWARDING CONTRACT FOR THE 2020 NJDOT MUNICIPAL AID ROAD PROGRAM

WHEREAS, the Borough of Totowa has received funding through the 2020 New Jersey Department Of Transportation (“NJDOT”) Municipal Aid Grant for improvements to sections of Craig Court, Commerce Way and Dey Hill Trail; and

WHEREAS, by Resolution No. 95–2020 dated July 28, 2020, the Mayor and Council of the Borough of Totowa authorized the Borough of Totowa Municipal Engineer Richard A. Alaimo Engineering Associates to provide the design, bid assistance and construction supervision services for the 2020 Road; 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 FY 2020 NJDOT Municipal Aid Program, Improvements to Craig Court, Commerce Way and Dey Hill Trail, Passaic County, New Jersey 2020-4”; and

WHEREAS, the Mayor and Council of the Borough of Totowa did receive sealed bids at its Municipal Building on March 18, 2021; and

WHEREAS, the apparent low bid was submitted by American Asphalt & Milling Services, LLC, 96 Midland Avenue, Kearny, New Jersey 07032 in the amount of \$265,730.26, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Municipal Engineer has reviewed the bids submitted and advised that the bid price submitted by American Asphalt & Milling Services, LLC is 40.94% below his estimate and further advised that the contractor is capable of completing the project; and

WHEREAS, the Mayor and Council of the Borough of Totowa have determined that the bid submitted by American Asphalt & Milling Services, 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 of American Asphalt & Milling Services, LLC for the 2020 NJDOT Municipal Aid Road Program as the lowest responsible bid for the total sum of \$265,730.26.

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.

BE IT FURTHER RESOLVED, that the award of this contract is subject to the approval of the New Jersey Department of Transportation.

COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

There was a motion by Councilman Capo, seconded by Councilwoman Andriani to adopt the following Resolution Authorizing Professional Engineering Services For The Upgrades To The William Place Pump Station. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 44-2021

RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING SERVICES
FOR THE UPGRADES TO THE WILLIAM PLACE PUMP STATION

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, the Mayor and Council of the Borough of Totowa had requested that the Municipal Engineer 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 included 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, by Resolution No. 53-2020 dated April 14, 2020, the Mayor and Council of the Borough of Totowa authorized Richard A. Alaimo Engineering Associates to prepare the base plans, determination of flows and issue a report for the upgrades for the William Place Pump Station at a cost not to exceed \$35,100.00; and

WHEREAS, shortly after the initial review was undertaken, the Borough of Totowa Sanitary Sewer Operator revealed that the Pump Station was more strained under peak flows than was previously realized and the Municipal Engineer was instructed to expedite the design of the upgrades in order to maintain compliance with NJDEP regulations; and

WHEREAS, the Municipal Engineer verbally advised that the additional cost for the expedited design work would be approximately \$335,000.00 and the Municipal Engineer was able to complete the design work and necessary studies in a 10 month period; and

WHEREAS, Richard A. Alaimo Engineering Associates submitted a proposal dated March 16, 2021 which included the additional design fee for the William Place Pump Station upgrade in the amount of \$335,000.00 and construction administration of the project in the amount of \$176,500.00 for a total cost of \$511,500.00, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Mayor and Council of the Borough of Totowa on March 23, 2021 did examine the proposal submitted by Richard A. Alaimo Engineering Associates; and

WHEREAS, pursuant to the applicable New Jersey State laws, these professional services may be awarded 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 Richard A. Alaimo Engineering Associates for professional engineering services for the expedited design work and construction administration for the upgrades to the William Place Pump Station in the amount of \$511,500.00.

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize Richard A. Alaimo Engineering Associates to perform the professional services as set forth in their proposal.

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

A letter was received from the Passaic Valley Sewerage Commission along with a check in the amount of \$306.90 for the Municipal Rebate Incentive Program. There was a motion by Councilman Capo, seconded by Councilwoman Andriani to accept the funds. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON LIAISON & INSPECTION:

There was no report.

COMMITTEE ON LEGISLATION & ORDINANCES:

There was a motion by Councilwoman Palazzo, 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. 02-2021

**AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF TOTOWA
CHAPTER 352 ENTITLED "STORMWATER CONTROL"**

There was a motion by Councilwoman Palazzo, seconded by Councilman Picarelli to approve Raffle License Application Nos. 2220 & 2221 for the Passaic Valley High School Op-Grad 2021 for a Tricky Tray and On-Premise 50/50 to be held on April 22, 2021 at the PAL. 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. 2222 & 2223 for the Totowa Parent Teacher Organization for a Tricky Tray and On-Premise 50/50 to be held on May 7, 2021 at the PAL. 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