

BOROUGH OF RAMSEY
MAYOR AND COUNCIL
REGULAR MEETING MINUTES
Wednesday, August 9, 2023
6:00pm

This meeting is being conducted telephonically. The Dial-In Number (425)436-6365 Access Code 213563# and may also be viewed on the Ramsey YouTube Channel https://www.youtube.com/channel/UCeBnVXBwSn_ILMuAGkSin9w

Mayor Dillon called the meeting to order at 6:00pm and asked Council President Kilman to lead the flag salute. Mayor Dillon read the Open Public Meetings Act notice.

I. ROLL CALL:

Present: Mayor Dillon, Councilpersons Kilman, Gutwetter, Poppe (via telephone) and Woods

Also Present: Borough Clerk Bendian, Borough Administrator Vozeh and Borough Attorney Scandariato

Absent: Councilmembers Cusick and Popolo

II. APPROVAL OF MINUTES – 07-12-23

Motion by Councilwoman Cusick, seconded by Councilwoman Woods.
Councilman Kilman abstained. All in favor. Carried.

III. COMMUNICATIONS -

Motion by Councilman Kilman, seconded by Councilwoman Woods. All in favor. Carried.

1. John Danubio, Asst. Executive Director, Northwest Bergen County Utilities Authority, 30 Wyckoff Avenue, Waldwick, NJ
e-mail dated July 18, 2023, attaching the agendas for the Wednesday, July 19, 2023 meeting
2. Diane Gutierrez-Scaccetti, Commissioner, NJ DOT, Trenton, NJ
letter dated July 20, 2023 regarding the opening of the 2024 Safe Routes to School (SRTS) Program application process
3. George Bumiller, 39 Lakeview Terrace, Ramsey, NJ
letter dated August 3, 2023, suggesting a single email address for the governing body

IV. PUBLIC COMMENT

Anyone wishing to address the governing body please give your name (spelling the last name) and address. Please speak in an audible tone and address your comments to the Chair. There will be a five-minute time limit per speaker, unless reduced because of the volume of business on the agenda. Please note, public comment is your time. Out of respect and fairness to all, there will be no interruptions or questions answered during your time. No time shall be ceded to anyone else and no time shall be saved for later use. Any responses may be given during the governing body's comments later in the meeting, or as directed by the Chair. The Borough Clerk is the official time keeper.

Mayor Dillon opened public comment. With no one wishing to be heard in council chambers or on the telephone, Mayor Dillon closed public comment.

Mayor Dillon asked for a motion to go into executive session to conduct a step two grievance hearing. Motion by Councilman Kilman, seconded by Councilman Gutwetter.
Borough Attorney Scandariato read the executive session resolution.

Mayor Dillon asked for a motion to return to regular session. Motion by Councilman Gutwetter, seconded by Councilwoman Woods. All in favor.

Regular session resumed at 6:20pm.

Roll Call:

PRESENT: Mayor Dillon, Councilpersons Gutwetter, Kilman, Poppe (via telephone) and Woods

ALSO PRESENT: Borough Clerk Bendian, Administrator Vozech and Borough Attorney Scandariato

The Borough Attorney was directed to
After returning to regular session Mayor Dillon asked for a motion to go out of order for the Borough Administrator to read his report.

Motion by Councilman Kilman, seconded by Councilwoman Woods. All in favor. Carried.

Borough Administrator Vozech

Resolution 167 - Award of contract to Burgis Associates to provide a necessary study and report to the Borough in the amount of \$7,700. The Borough had previously awarded this work to Burgis Associates with Resolution 98-2023. This resolution tonight, provides additional clarity to the study and report being performed by Burgis and does not authorize additional work or funding. The clarity is that if this area meets the criteria to be designated as an area in need or redevelopment it would be through a non-condemnation process. The prior resolution did not include that distinction.

Resolution 168 - Authorizing Borough to enter into professional services agreement with KMB Design Group, LLC: Borough as you know has received a grant for Electric Vehicle Fast Chargers to be located in the North Central lot across from Borough Hall. We have been working with Green Island Resources to do the ultimate installing of the chargers, as well as guiding us through the process. We have worked with Rockland Electric on all the necessary approvals and upgrades needed on the utility side and available funding from Rockland. Green Island has worked with KMB Design on other installations and recommended KMB to do the design and plans for the building department to review as we have move forward. This resolution authorizes hiring KMB to prepare the construction documents and their engineering work through project completion in an amount of \$6,500.

Resolutions 169- Restructuring of the Borough Finance Department: With Jackie Turner's retirement earlier this year and then her replacement resigning, CFO Bartalotta and I have discussed, with the current full-time Finance Employees (3, previously was 4) a restructuring of some titles and roles. We recommend those changes be adopted by the Governing Body. In addition, we will be looking to hire a part-time finance person in the range of 22-25 hours a week. We have also switched our payroll system to another vendor which has streamlined some of that work flow, so Denise will be bringing Linda, our payroll and benefits administrator, over to help with the counter at times in Finance. With the changes and additional responsibilities added, we have made some commensurate salary changes as

outlined in the resolution. This restructuring will not require any budget changes for the Department.

Ordinance 9-2023 -Amending Section 7-12.1 and Sections 8-2.2 and 8-3.2 regarding Parking at and around the Ramsey Police Department Headquarters: Chief Lyman has designated new parking stalls for visitors in the Headquarters lot. These spots will be closest to the front door and are to be used by the public. In conjunction with this change to the Headquarters lot, he has requested the changes in this Ordinance which would repeal public parking in the spots directly in front of Police Headquarters property on School Street. These spots would now be designated for Police Business Only and the current one-hour time limit would be eliminated.

Borough Administrator Vozech (cont'd)

Ordinance 5-2023 -Amending Chapter 10 Section 2 for Hours of Employment and Establishing "Summer Hours": - This Ordinance was previously tabled and last meeting a motion was made for Borough Clerk Bendian to readvertise the ordinance for public hearing and vote on adoption at this meeting. Borough Hall's hours of operation for the public have been 8:30 to 4:30 Monday through Friday, for a total of 40 hours. In 2021 and 2022 continuing in 2023 where the Borough successfully implemented a change in operating hours for the summer. Borough Hall opened at 8:00 every day Monday through Friday starting a half hour earlier than normal. Borough Hall on Monday through Thursday also extended the normal day and closed at 5:00 and then on Friday closed early at 12:00. This provided the same forty hours a week that Borough Hall was open. This provides additional time, four days a week, for the public to come in person or call Borough Hall by extending the work day both at the beginning of the day and end of day. This benefits those residents who may not be able to get here typically, due to their own work or commuting schedule. This ordinance codifies those changes for the summer period this year and beyond. These would be in place from the last Monday in June through Labor Day Weekend, essentially coinciding with the school calendar.

Ordinance 8-2023 - Amending Section 2-23 of the Borough Code modifying the number of Sergeants in the Ramsey Police Table of Organization - Chief Lyman has requested addition of an eighth Sergeant position which requires an ordinance modifying the Borough Code for the Police Table of Organization. This position would be an Administrative Sergeant in the building on a weekday and daytime schedule as they would supervise the traffic division and administrative work coordinating with vendors and oversight of these contracts. As traffic concerns are the most common citizen complaint the department receives having direct supervision at the time most traffic situations seem to manifest, will provide a benefit to the department and citizen response. The normal work week for the Administrative Sergeant would be 40 hours made up of four 10-hour weekday shifts each week (rotating weeks Monday through Thursday and Tuesday through Friday from 7am to 5pm). We also will have an agreement with the PBA regarding the eighth sergeant being reassigned to other duties at times covering patrol shift supervision, rather than incurring overtime. In summary, the addition of the eighth sergeant will enhance continuity of operations within the department, reduce overtime in certain circumstances, and establish direct supervision of the Traffic Bureau.

Unfinished Business

Last year, we had tabled Ordinance 13-2022 which would transfer the property at 13 North Central Avenue from the Borough to Ramsey Housing, Inc. Ramsey Housing Inc. will be demolishing the current structure and constructing an independent living facility for individuals with developmental disabilities. We had tabled the ordinance to allow Ramsey Housing Inc. to develop further their plans, funding arrangements and obtain the necessary approvals from the Zoning Board. Zoning Board Approval was obtained earlier this summer so the transfer may now occur.

To move forward with this Ordinance 13-2022, Borough Attorney Scandariato has recommended we list the Ordinance under Unfinished Business and Mayor Dillon will ask for a motion to remove Ordinance 13-2022 from the table and instruct the Borough Clerk to advertise Ordinance 13-2022 for public hearing on September 13th, 2023 at 7:00pm. Upon the motion passing, Borough Clerk Bendian will advertise the ordinance for public hearing and it will be on the September 13th agenda and be handled at that meeting similar to all ordinances we consider for public hearing. Since the ordinance is now removed from table and readvertised there is nothing different procedurally to do going forward.

In addition, Ramsey Housing Inc. has requested a contribution from the Borough's Affordable Housing Trust Fund of \$750,000 for a portion of the project development and construction costs. The Borough Affordable Housing Trust Fund is funded through mandated fees on construction projects in the Borough. This fund does not utilize any Borough funds raised from property taxes and has specific guidelines on what the funds may utilized for. The project proposed by Ramsey Housing fits squarely into the guidelines for utilization of the Trust Fund monies and this project will help the Borough in meeting its future needs in the next round of the State Affordable Housing requirements. I have attached the memo from Chris Botta, Ramsey Housing, Inc. President, requesting the funding. We are planning to include a resolution for the contribution on the September 13th agenda for Governing Body consideration. Mr. Botta will be at the meeting on September 13th as well to address the project.

Mayor Dillon

V. ADVERTISED PUBLIC HEARING FOR FINAL CONSIDERATION OF ORDINANCES

ORDINANCE 05-2023 - AN ORDINANCE AMENDING CHAPTER 10 OF THE CODE OF THE BOROUGH OF RAMSEY, BERGEN COUNTY, NEW JERSEY AND MORE SPECIFICALLY SECTION 10-2 ENTITLED HOURS OF EMPLOYMENT (Introduced at June 14th meeting, tabled at the June 28th meeting and removed from the table at the July 12th meeting)

Motion by Councilman Gutwetter, seconded by Councilwoman Woods

BE IT RESOLVED that an Ordinance Amending Chapter 10 of the Code of the Borough of Ramsey, Bergen County, New Jersey and more specifically Section 10-2 entitled Hours of Employment, reading by title and that said ordinance be adopted as an ordinance of the Borough of Ramsey and;

BE IT FURTHER RESOLVED that the Borough Clerk be and she hereby is, directed to cause a copy of the title of said ordinance to be published in an official newspaper of the Borough in the manner provided by law together with notice of the date of introduction and adoption of said ordinance.

No further explanation was needed after Mr. Vozech's report.

Mayor Dillon opened up the public hearing on Ordinance 05-2023.

With no one wishing to be heard in council chambers or on the telephone, Mayor Dillon closed the public hearing.

Roll Call:

YAY: Gutwetter, Kilman, Poppe, Woods

ABSENT: Cusick, Popolo

V. ADVERTISED PUBLIC HEARING FOR FINAL CONSIDERATION OF ORDINANCES (cont'd)

ORDINANCE 08-2023 - AN ORDINANCE AMENDING SECTION 2-32 ENTITLED POLICE DEPARTMENT IN CHAPTER 2 OF THE CODE OF THE BOROUGH OF RAMSEY, COUNTY OF BERGEN, STATE OF NEW JERSEY AND MORE SPECIFICALLY, SUBSECTION 2-32.2 THEREOF ENTITLED APPOINTMENTS

Motion by Councilman Kilman, seconded by Councilman Gutwetter

BE IT RESOLVED that an Ordinance Amending Section 2-32 entitled Police Department in Chapter 2 of the Code of the Borough of Ramsey, Bergen County, New Jersey and more specifically Sub Section 2-32.2 thereof entitled Appointments, final reading by title and that said ordinance be adopted as an ordinance of the Borough of Ramsey and;

BE IT FURTHER RESOLVED that the Borough Clerk be and she hereby is, directed to cause a copy of the title of said ordinance to be published in an official newspaper of the Borough in the manner provided by law together with notice of the date of introduction and adoption of said ordinance.

No further comments were made after Administrator Vozech's report.

Mayor Dillon opened up the public hearing on Ordinance 08-2023.

With no one wishing to be heard in council chambers or on the telephone, Mayor Dillon closed the public hearing on Ordinance 08-2023.

Roll Call:

YAY: Gutwetter, Kilman, Poppe, Woods

ABSENT: Cusick, Popolo

VI. APPOINTMENTS -

Mayor Dillon made the following appointment

Brian Kemp, Ramsey Municipal Alliance

VII. CONSENT RESOLUTION

Motion by Councilman Kilman, seconded by Councilwoman Woods

BE IT RESOLVED that the following resolutions herewith listed having been considered by the governing body of the Borough of Ramsey be and are hereby passed and approved:

- | | | |
|----------|-------------|--|
| 163-2023 | Resolution: | payment of vouchers |
| 164-2023 | Resolution: | ratifying the actions of the governing body for payroll number fifteen |
| 165-2023 | Resolution: | ratifying the actions of the governing body for payroll number sixteen |
| 166-2023 | Resolution: | allowing the Borough Administrator to prepay Ramsey Day Vendors |
| 167-2023 | Resolution: | awarding a contract to Burgis Associates, Inc., 25 Westwood Avenue, Westwood, New Jersey provide the necessary study and report services for the Borough at a cost not to exceed \$7,700.00 |
| 168-2023 | Resolution: | authorizing the Borough to enter into a professional services agreement with KMB Design Group, LLC for engineering services for Electric Vehicle Charging Stations at the North Central Avenue parking lot in an amount of \$6,500 |
| 169-2023 | Resolution: | authorizing the restructuring of the Finance Department |
| 170-2023 | Resolution: | authorizing the release of the performance bond for Wawa, 966 Route 17 N, Block 4301, Lot 14.2 in the amount of \$27,036,00, as per the memo from Borough Engineer dated August 9, 2023 |

VII. CONSENT RESOLUTION (cont'd)

171-2023 Resolution: authorizing the escrow release for Block 4603 Lot 3.01 in the amount of \$60,301.18

BE IT FURTHER RESOLVED that the following applications and/or recommendations hereby be approved:

A. SPECIAL PERMITS:

Bicycle Touring Club of NJ is requesting permission to hold the Ramapo Rally bike ride on Sunday, August 20, 2023 between the hours of 7:00am and 5:30pm

Ramsey Public Education Foundation is requesting permission to hold their annual Sprint for our Schools 5K and Family Run on Saturday, May 11, 2024 starting at 8:30am and Family Run at 9:30am

B. BLOCK PARTY REQUESTS:

Roll Call:

YAY: Gutwetter, Kilman, Poppe, Woods

ABSENT: Cusick, Popolo

VIII. SPECIAL PRESENTATIONS - None

IX. COMMITTEE AND LIAISON REPORTS

A. FINANCE AND ADMINISTRATION – Councilman Michael Gutwetter

Ramsey Library – HVAC replacement is being planned for the Fall as is the Children’s Room redesign. Author Ann Napolitano recently visited to a full house. New museum passes are available for various NYC museums. A new laptop lending program is set to launch by the new school year and the library received a donation from the Kass Family. The End of Summer Reading Party is on August 23rd at 2:00pm.

Pool Commission – Pool Director Bach reported that the town’s First Responder Night was a great success and thanked the Pool Commission, Officer Beamon and Jake Englishman for putting the night together and also thanked Pilot Joe Crone for the surprise helicopter landing. The Luau is on Friday, August 25th.

Recreation Commission – Soccer registration for the Fall is ongoing. The Ramsey Run is September 30th and registration is available to September 26th.

B. PUBLIC SAFETY – Councilman Peter Kilman

Congratulated Ryan Kemp on his appointment to the RMA.

Update on the Engineering Assessment and Project of the Fire and Rescue Building:

As a result of the ongoing wear and tear from the constant use of the approximately seventy-year-old Fire/Rescue Building, resulting in various structural problems and need of ongoing repairs and the limitations to accommodate updated emergency services requirements, as well as meeting current ADA compliance standards.

The Borough engaged Colliers Engineering and Design as an independent engineer to perform a review of current conditions. Their focus was on its structure, ADA compliance and the overall perspective of the building to meet the needs of the borough’s emergency services. In its 2022 report Colliers provided a detailed analysis on its finding, conclusions and recommendations. Noting more than fifty areas of concern with the existing seventy-year-old building. As a result, the outside engineering experts, the Fire and Rescue Building Committee, the borough administration and the Mayor and Council are all in agreement that the most cost-effective recommendation is to replace the existing structure and construct a new shared station house. The report in its entirety can be found on the borough website. The folder is named Community Engineer Assessment of Fire/Rescue Building. We have created this special folder on the website to house pertinent information about this project as it becomes finalized and approved by the Fire/Rescue Building Committee, borough administration and Mayor and Council. At this time proposed designs for the new emergency complex are underway and once developed will be made public.

- C. BUILDING, PLANNING & ZONING – Councilwoman Jane Woods
Congratulated and thanked Brian Kemp on his appointment to the RMA.

Senior Trustees – The borough will be hosting the Ramsey Senior/Community Center grand opening on Sunday, September 17, 2023 at 12 noon. Lunch will be served. They will also be starting weekend activities this fall to help combat loneliness.

- D. UTILITIES, BUILDINGS & GROUNDS – Councilwoman Judy Cusick
In Councilwoman Cusick’s absence, Mayor Dillon read her report.

Congratulated and thanked Brian Kemp for his appointment to the RMA.

Thanked Mayor Dillon for reading her report in her absence

Planning Board - At the in-person July 18th meeting there were three waivers and no public hearings. The next meeting is August 15th.

Shade Tree Commission - There is information on Our Borough’s website regarding the Shade Tree Commission. The Shade Tree Commission has obtained Spotted Lantern Fly traps from the county which were distributed in the Borough.

Board of Public Works - Lead Service Line Replacement - The Board of Public Works continues planning regarding the NJDEP’s Lead Service Line replacement legislation. This project requires that all Lead Service Lines served by the water system be replaced by the year 2031.

At the July 17th meeting the BPW Board Attorney reported that the Borough has entered into an agreement with a firm for preparedness purposes regarding PFAS contamination.

Paving – Thanked the Ramsey Police Department, OEM, Borough Hall and the BPW for their support and management of the Bergen County paving project (Wyckoff Ave and Main Street).

- E. PUBLIC & GOVERNMENTAL RELATIONS – Councilwoman Sara Poppe
Congratulated Brian Kemp on his appointment to the RMA.

Ramsey Municipal Alliance will next meet on August 28th in council chambers and will be participating in Ramsey Day on September 9th. The Black Poster Project, a very powerful presentation will be held on October 10th at the Ramsey High School.

- F. HEALTH, EDUCATION & SOCIAL SERVICES – Councilman Glen Popolo
Councilwoman Poppe reported in Councilman Popolo’s absence

RIFE BBQ/Pool party is on August 23rd 5:30pm – 8:00pm with seventy-eight participants already registered.

Environmental Commission – Will follow up on the food waste recycling presentation and plan to schedule a meeting with Borough Administrator Vozeh and Jen Dipolato.

Board of Education – The July 25th meeting discussed budget approvals for the hiring of teachers.

- G. MAYOR DEIRDRE DILLON

Thanked Brian Kemp for stepping up and joining the Ramsey Municipal Alliance.

The Ramsey Municipal Pool was recently featured on the CBS News.

Thanked Bergen County for milling and repaving Main Street and Wyckoff Avenue, Borough Administrator Vozeh for getting the County to complete the project over the summer, as well as the Ramsey DPW, OEM, Police and Borough Hall employees for their assistance in making the process so smooth.

The borough will be doing the annual paving project of borough streets, including Island Avenue by Finch Park and Williams Drive. There is grant money to cover part of the cost of Island Avenue

Starting in September we will return to our 7:00pm starting time for Mayor and Council meetings.

The First Responders night at the municipal pool was a wonderful event.

- H. BOROUGH ADMINISTRATOR – Bruce Vozeh

Announced that Ramsey Day is September 9th and information has been sent to the non-profit groups.

- I. BOROUGH ATTORNEY – Peter A. Scandariato, Esq. – No report

- J. BOROUGH CLERK – Meredith Bendian - No report

X. INTRODUCTION OF ORDINANCES

ORDINANCE 09-2023 - AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF RAMSEY, COUNTY OF BERGEN, STATE OF NEW JERSEY AND MORE SPECIFICALLY SECTION 7-12.1 OF CHAPTER 7 ENTITLED TRAFFIC AND SECTIONS 8-2.2 AND 8-3.2 OF CHAPTER 8, ENTITLED MUNICIPAL PARKING LOTS AND ON-STREET PARKING AREAS

Motion by Councilwoman Woods, seconded by Councilman Kilman

BE IT RESOLVED that an Ordinance Amending the Code of the Borough of Ramsey, County of Bergen, State of New Jersey, and more specifically Section 7-12.1 of Chapter 7 Entitled Traffic Sections 8-2.2 and 8-3.2 of Chapter 8, entitled Municipal Parking Lots and On-Street Parking Areas, passed the first reading by title, and that said ordinance be further considered for final passage and adoption at a regular meeting of the Mayor and Council to be held on the 13th day of September, 2023 at 7:00pm prevailing time or as soon after as the matter can be reached in the Municipal Building in said Borough and;

BE IT FURTHER RESOLVED that the Borough Clerk be and she hereby is, instructed to publish in an official newspaper of the Borough in the manner provided by law, a copy of said ordinance together with notice of introduction thereof and notice when the same will be considered for final passage and adoption.

There were no additional comments after Administrator Vozeh's explanation in his report.

Roll Call:

YAY: Gutwetter, Kilman, Poppe, Woods

ABSENT: Cusick, Popolo

XI. UNFINISHED BUSINESS

ORDINANCE 13-2022 -AN ORDINANCE AUTHORIZING THE TRANSFER OF 13 NORTH CENTRAL AVENUE IN THE BOROUGH OF RAMSEY, BERGEN COUNTY, NEW JERSEY TO RAMSEY HOUSING, INC. SO AS TO PROVIDE AN INDEPENDENT LIVING FACILITY FOR INDIVIDUALS WITH DEVELOPMENTAL DISABILITIES IN THE BOROUGH
(Tabled at the August 31, 2022 meeting)

Mayor Dillon asked for a motion to remove Ordinance 13-2022 from the table instructing Borough Clerk Bendian to advertise for a public hearing on September 13, 2023 at 7:00pm.

Motion by Councilman Kilman, seconded by Councilman Gutwetter.

Administrator Vozeh explained this ordinance earlier in his comments. No further comments were made.

Roll Call:

YAY: Gutwetter, Kilman, Poppe, Woods

ABSENT: Cusick, Popolo

XII. NEW BUSINESS - None

XIII. ADJOURNMENT

Motion to adjourn by Councilman Gutwetter, seconded by Councilwoman Woods. All in favor. Carried. Meeting adjourned at 6:51pm.

Meredith Bendian, RMC
Borough Clerk