

BOROUGH OF RAMSEY
MAYOR AND COUNCIL
REGULAR MEETING MINUTES
Wednesday, March 23, 2022

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

Mayor Dillon called the meeting to order at 7:30pm and asked Borough Clerk Bendian to lead the flag salute. Mayor Dillon read the Open Public Meetings Act Notice.

I. ROLL CALL:

Present: Mayor Dillon, Councilpersons Cusick, Gutwetter, Kilman, Poppe, Weber and Woods

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

II. APPROVAL OF MINUTES – 01-26-22, WS 03-09-22

Motion to receive and file the minutes by Councilwoman Cusick, seconded by Councilwoman Poppe. All in favor. Carried.

III. COMMUNICATIONS -

Motion to approve and file by Councilwoman Woods, seconded by Councilman Weber. Carried.

1. Alison Gordon, Northwest Bergen County Utilities Authority, 30 Wyckoff Avenue, Waldwick, NJ 07463
e-mail received March 16, 2022, attaching the approved meeting minutes from the Authority's January 11, 2022 Special Meeting and February 15, 2022 Reorganization Meeting.
2. George Bumiller, Ramsey, NJ
fax received March 17, 2022, requesting the posted agenda and back-up items continue to be posted on the borough website prior to the meetings

IV. PUBLIC COMMENT

Anyone wishing to address the governing body please give your name (spelling the last name) and address as a courtesy. 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 present, 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.

Nick Capuano, 50 Highwood, Ramsey
Spoke about the condition of the recreational athletic fields and the need for more throughout the borough and inquired if there has been any discussion about finding additional space for athletic fields in Ramsey.

Mayor Dillon and Administrator Vozeh replied.

Not seeing or hearing anyone else wishing to be heard, Mayor Dillon closed public comment.

V. ADVERTISED PUBLIC HEARING FOR FINAL CONSIDERATION OF ORDINANCES

ORDINANCE 04-2022 - ORDINANCE AMENDING CHAPTER 2 OF THE CODE OF THE BOROUGH OF RAMSEY, COUNTY OF BERGEN, STATE OF NEW JERSEY SO AS TO ESTABLISH SECTION 2-32.15 THEREOF ENTITLED CONTRACTUAL OFF-DUTY EMPLOYMENT

Motion by Councilman Kilman, seconded by Councilman Weber

BE IT RESOLVED that an Ordinance entitled An Ordinance amending Chapter 2 of the Code of the Borough of Ramsey, County of Bergen, State of New Jersey, so as to Establish Section 2-32.15 thereof entitled Contractual Off-Duty Employment, reading by title and that said ordinance be adopted as an ordinance of the Borough of Ramsey and;

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.

Councilman Kilman explained that this ordinance is an update regarding off duty police fees. This modifies all charges to an hourly rate rather than an hourly and daily rate and will simplify the billing process for administration.

Mayor Dillon opened the public hearing for Ordinance 04-2022. With no one wishing to heard, Mayor Dillon closed the public hearing on Ordinance 04-2022 and asked for a roll call.

ROLL CALL:

YAY: Cusick, Gutwetter, Kilman, Poppe, Weber, Woods

VI. APPOINTMENTS

Mayor Dillon made the following appointments

Jeffrey Cool, Ramsey Rescue Squad

Riley Longway, Ramsey Rescue Squad, Explorer Member

Maddie Stitz, Ramsey Rescue Squad

VII. CONSENT RESOLUTION

Motion by Councilman Gutwetter, seconded by Councilwoman Poppe

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:

- | | | |
|----------|-------------|--|
| 082-2022 | Resolution: | payment of vouchers |
| 083-2022 | Resolution: | ratifying the actions of the governing body for payroll number six |
| 084-2022 | Resolution: | confirming the appointment of Jeffrey Cool to the Ramsey Rescue Squad |
| 085-2022 | Resolution: | confirming the appointment of Riley Longway to the Ramsey Rescue Squad |
| 086-2022 | Resolution: | confirming the appointment of Maddie Stitz to the Ramsey Rescue Squad |
| 087-2022 | Resolution: | authorizing a tax redemption for Block 3101 Lot 77.01, 41 in the amount of \$1,423.30 |
| 088-2022 | Resolution: | approving change orders #1 and #2 on the Borough Hall bathroom renovation project to BGD Contracting. Change order #1 in an amount of \$6,746 for removal of concrete sub floor and reinstallation of new subfloor. Change order #2 in an amount of \$3,484 for extension of duct work for bathroom air conditioning. |
| 089-2022 | Resolution: | approving equipment purchases from Konica Minolta under a Sourcewell Cooperative Purchasing agreement (Contract #030321-KON) for new and replacement office copiers (5) and scanner (1) for various departments. Contract is for equipment purchase total of \$34,210.97 and one year of monthly service and supply agreements at \$425.00 |
| 090-2022 | Resolution: | authorizing entering into professional services agreements with Bruce Whitaker, Esq. of McDonnell & Whitaker, L.L.C. for legal services on the North Central Field Improvement Project. |
| 091-2022 | Resolution: | authorizing the amendment of the 2022 temporary budget from \$6,013,577.01 to \$8,088,420.01 |

VII. CONSENT RESOLUTION (cont'd)

- 092-2022 Resolution: authorizing the dissolution of unapproved trust funds
- 093-2022 Resolution: Requesting Approval of the Director of the Division of Local Government Services for the Dedication by Rider for Recreation Purposes
- 094-2022 Resolution: Requesting Approval of the Director of the Division of Local Government Services for the Dedication by Rider for Shade Tree
- 095-2022 Resolution: authorizing entering into a professional services agreement With Tibor Latincics, PE & PP of Conklin Associates for engineering services on the North Central Field Improvement Project.

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

A. SPECIAL PERMITS:

Woman's Club of Ramsey is requesting permission to hold their annual Heirloom Tomato and Vegetable Sale on Saturday, May 14, 2022 at the Masonic Lodge parking lot

VFW Post #12148 is requesting permission to collect funds to help veterans from May 1, 2022 – June 30, 2022 at Village Stationers, Ramsey Liquors, Uncle Giuseppe's, La Gondola, Buono Bagels, B&G Bagels, Post Office, Shop Rite, Aldi's, Walgreens, Brady's and Chick-Fil-A

St. Paul's RC Church is requesting permission to walk from the church to post office on Sunday, June 19, 2022 from 1:00 -2:00 pm celebrating the Feast of Corpus Christi

Academy of St. Paul is requesting permission to hold their annual school carnival on Wednesday, September 21 – Sunday, September 25, 2022. With hours Wednesday – Friday 6-10pm, Saturday 1pm-11:00pm and Sun. 1-7pm

B. BLOCK PARTY REQUESTS:

Roll Call:

YAY: Cusick, Gutwetter, Kilman, Poppe, Weber, Woods

VIII. SPECIAL PRESENTATIONS - None

IX. COMMITTEE AND LIAISON REPORTS

- A. FINANCE AND ADMINISTRATION – Councilman Michael Gutwetter
Library Board – Discussed activities at the library that can be found on the library website. The Ramsey Library was recognized as a runner up in the Best of Bergen category with over 60 libraries in Bergen County. On April 2nd the Children’s Department will host a glow in the dark egg hunt.

Recreation Commission – Upcoming events include Home Run Derby and the Spring Egg Hunt. Finch Park Camp will start June 30th, registration will begin on April 12th.

Pool Commission – Early Bird registration continues until April 30th. Sign ups available through the community pass account for memberships as well as swim team and lessons.

- B. PUBLIC SAFETY – Councilman Peter Kilman
Congratulated and thanked the new appointees to Ramsey Rescue.

- C. BUILDING, PLANNING & ZONING – Councilwoman Jane Woods
Congratulated the new appointees to Ramsey Rescue Squad.

Ramsey Seniors – Helped the Recreation Commission stuff eggs for the Spring Egg Hunt. They are making progress on the horse shoe play area. The Holiday Party is December 6th.

Zoning Board of Adjustment – approved two applications at their last meeting.

Design Review Board – Approved three applications at their last meeting.

- D. UTILITIES, BUILDINGS & GROUNDS – Councilwoman Judy Cusick
Thanked and congratulated the new appointees to the Ramsey Rescue Squad.

Ramsey Planning Board Meeting – At the March 15th two site plan waivers were approved and a public hearing for soil movement.

Ramsey Shade Tree Commission - The Commission has plans for a tree planting at the Ramsey Pool on Arbor Day. There is information on our borough’s website regarding our Shade Tree Commission.

Ramsey Board of Public Works - Regarding the Lead Service Line replacement project, Crew and the Ramsey Water Department continue to identify lead service lines. The priority for the replacement of any LSLs is being given to properties along Wyckoff Avenue and Main Street, in advance of the County’s paving project. Replacement of these services is scheduled to be performed this summer. The Water Department is conducting inspections of homes and businesses on Wyckoff Avenue and Main Street to identify LSLs. A formal LSL replacement plan is being prepared and will be submitted to the NJDEP.

Springtime fire hydrant flushing is scheduled for the weeks of April 11th, 18th and 25th.

E. PUBLIC & GOVERNMENTAL RELATIONS – Councilwoman Sara Poppe
Congratulated all of the new appointees to the Rescue Squad,

Municipal Alliance meets again at borough hall in March.

Farmers' Market continues outdoors at the Main Street parking lot from 9am-1pm.

Submissions for the Ramsey Journal must be in by April 15th.

Ramsey Chamber of Commerce next meeting is March 30th at the Ramsey Tap Room.

F. HEALTH, EDUCATION & SOCIAL SERVICES – Councilman Harry Weber
Board of Education – Discussed STEM showcases and fairs at the High School and Hubbard School. The Ramsey school district and West Bergen Mental Health will host the fifth annual walkathon in recognition of mental health awareness.

Environmental Commission – Clean Up Day is scheduled for Saturday, April 9th.
There is a Styrofoam collection on Saturday, March 26th at the Waldwick recycling center.

RIFE- Basketball season has wrapped up. Looking to schedule some events for April and May.

Pointed out a potential conflict between the VFW and the Knights of Columbus for a special permit and that he would work with them to coordinate.

Congratulated the new volunteers.

G. MAYOR DEIRDRE DILLON

Congratulated and thanked the new appointees to the Ramsey Rescue Squad.

Congratulated the Ramsey Free Public Library on their honor of Runner Up from the 201 Magazine Best of Bergen. Especially considering the size of the other libraries in the County. The Mayor expressed how proud she is of Director Latham, his entire staff and the Library Trustees for their constant support.

Thanked the Ramsey Seniors for helping to stuff the easter eggs.

Mayor Dillon told Mr. Capuano that she would be happy to meet with representatives from the sports associations along with Mr. Vozeh.

Discussed the new communication platform for emergency and non-emergency notifications utilizing Rave Mobile Safety. Explaining that the borough had been using Swiftreach for voice call notifications or “reverse 911s” and Nixle for emergency text and email alerts. RAVE is the parent company of Swiftreach and is phasing out support of the Swiftreach voice only business line. RAVE has the full-service platform and capability to do voice, text and email notifications with RAVE’s expanded platform. The contract includes a flat charge with unlimited voice, text and email alerts which will provide savings to the borough. The annual flat fee pricing under the new RAVE contract will be just under \$5,000 per year which is below the current base fees for Swiftreach and Nixle combined before even factoring in the Swiftreach variable charges per call.

We will continue public outreach to have residents register their phone, email and information through RAVE for future alerts and notifications. Phone numbers in the prior Swiftreach system will move over automatically to RAVE. However, the information in the Nixle system will not. The information in Nixle must be input by residents into the new RAVE platform. We encourage everyone to go in and update the information on the homepage of the Borough website, www.ramseynj.com.

H. BOROUGH ADMINISTRATOR – Bruce Vozeh

The 2022 Municipal Budget Presentation was made at the February 23rd meeting and the budget was introduced at the March 9th meeting. The public hearing and adoption of the budget will be held at the April 13th Mayor & Council meeting. The budget brochure will be published on the website and mailed out to residents. Each municipality must have its municipal budget formally reviewed by the State at least once every three years. Ramsey is due for State review this year. Our budget was sent to the State and initial review has been completed. In response, Borough has sent clarifying and additional supporting documentation to the State to complete the review process and allow for it to be complete before the April 13th public hearing. The State requested a couple minor line-item changes between budget lines that have no net impact on the overall budget or tax rate. These will be incorporated into an amending resolution at the April 13th meeting for adoption. As their formal review also includes financial statement review, the State also had a couple requests regarding financial statement items.

Resolution 88 – Approving Change Orders to BGD Contracting for the renovation of Borough Hall bathrooms for full ADA compliance with the majority of project funding through Bergen County Community Development (“CDBG”) grants. Change order #1 (\$6,746) is for removal of a concrete subfloor and reinstallation of a new subfloor for the second-floor bathrooms. During construction when the existing floor was removed it was determined the existing concrete subfloor could not be reused and allow for full ADA compliance. Change order #2 (\$3,484) is to extend existing air conditioning duct work while the ceiling is open, to provide air conditioning in the renovated bathrooms. Total cost of the change orders is \$10,230.

Resolution 89 – Approval of Office Equipment Purchases – the borough is replacing five, very old, copiers with new multifunction machines. These include two in the Police Department, one in each of Finance, Court and DPW as well as the purchase of a scanner in the Finance office which will be used to start digitizing some of the old water and sewer records for archival. We will purchase the machines with a monthly all-inclusive flat rate agreement for maintenance, supplies with no additional per copy charges. This contract is utilizing a Sourcewell Cooperative Purchasing Agreement for Konica Minolta Equipment.

Resolutions 90 & 95 – Entering into professional service agreements with Bruce Whitaker, Esq. of McDonnell & Whitaker and Tibor Latincics, PE & PP of Conklin Associates. The borough applied for and received a prior year Open Space Grant for a portion of the cost for a renovation project for the North Central recreation field. Within the project they will be shifting and relocating the field further from the roadway and adding a parking lot with 30-35 spaces. In moving forward with the project, we are recommending the Borough engage Conklin Associates and McDonnell & Whitaker for professional services on the project. Conklin will handle engineering services to include surveys, plan designs and permitting and Bruce Whitaker would provide legal services as the location of the field is actually Mahwah all local approvals will go through Mahwah’s Planning or Zoning Boards, not Ramsey. Due to the location on a county road, Bergen County will also be involved with permitting as will NJDEP for wetlands delineation.

Resolution 91 – The annual reorganization meeting the temporary municipal budget is approved based on Statewide formula as a percentage of prior year. Municipalities may amend the temporary budget prior to adoption of the final current year budget. The borough’s annual pension contribution is due prior to the planned final adoption of the budget. This amendment of the temporary budget will allow for the one-time annual payment of pension obligations which is already included and accounted for in the proposed 2022 budget.

Resolution 92 – Authorizing dissolution of trust funds - In the State’s formal review of the Ramsey budget and financial statements they cannot locate Dedication by Riders from Ramsey for a number of trust accounts the borough has. These accounts predate 2010 so we are unsure if the Dedication by Riders were done by Ramsey. Since no activity has occurred for many years, in review with our auditors and the state, our collective recommendation for these accounts is to dissolve the accounts by resolution and the funds will go to fund balance (surplus).

Resolution 93 & 94 – Requesting Approval from the Director of Division of Local Government Services for Dedication by Rider – There are two trust funds that have been in place for many years and state budget reviews, however during the current review the State has indicated they again cannot find the historical resolution creating these trust funds. Therefore, we are recommending new resolutions requesting approval of these two trust funds for Shade Tree and Recreation as these accounts do have ongoing activity.

- I. BOROUGH ATTORNEY – Peter A. Scandariato, Esq. – No report
- J. BOROUGH CLERK – Meredith Bendian
Reported that The Knights and the VFW should not have a conflict with the dates that they will be collecting in front of stores as they will work together on details to avoid being there at the same time.
- X. INTRODUCTION OF ORDINANCES - None
- XI. UNFINISHED BUSINESS - None
- XII. NEW BUSINESS - None
- XIII. ADJOURNMENT
Motion to adjourn by Councilman Weber, seconded by Councilman Gutwetter. All in favor.
Meeting adjourned at 8:08pm.

Meredith Bendian, RMC
Borough Clerk