

BOROUGH OF RAMSEY
MAYOR AND COUNCIL
WORK SESSION MINUTES
Wednesday, October 11, 2023
7:00pm

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

Council President Kilman called the meeting to order at 7:03pm, lead the flag salute and read the Open Public Meetings Act notice.

I. ROLL CALL – FLAG SALUTE – OPEN PUBLIC MEETING LAW NOTICE

Present: Councilpersons Cusick, Kilman, Gutwetter, Popolo, Poppe and Woods

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

Absent: Mayor Dillon

II. APPROVAL OF MINUTES – 09-27-23

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

III. COMMUNICATIONS -

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

1. Diane Gutierrez-Scaccetti, Commissioner, NJ Department of Transportation letter dated September 29, 2023, regarding applications for 2024 Local Freight Impact Fund
2. George Bumiller, 39 Lakeview Terrace, Ramsey Letter dated October 5, 2023, including suggestion number fifteen
3. Deacon Tom Flanagan, St. Paul Church, Wyckoff Ave, Ramsey letter dated October 3, 2023, requesting permission to for the Feast of Christ the King procession on Sunday, November 26th from 1:00pm-2:00pm along the Wyckoff Avenue sidewalk.

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.

Chance Parker, Ramsey – Inquired about the update to the traffic circulation transportation element of the master plan and discussed the lack of crosswalks on S. Central Avenue.

With no one else wishing to be heard in council chambers or on the telephone, Council President Kilman closed public comment.

V. ADVERTISED PUBLIC HEARING FOR FINAL CONSIDERATION OF ORDINANCES - None

VI. APPOINTMENTS - None

VII. CONSENT RESOLUTION

Motion by Councilman Gutwetter, seconded by Councilman Popolo

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:

- | | | |
|----------|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 187-2023 | Resolution: | payment of vouchers |
| 188-2023 | Resolution: | ratifying the actions of the governing body for payroll number twenty |
| 189-2023 | Resolution: | proclaiming October as Breast Cancer Awareness month in the Borough of Ramsey |
| 190-2023 | Resolution: | confirming the appointment of William Kirsch as a part-time civilian investigator for the Ramsey Police Department |
| 191-2023 | Resolution: | confirming the appointment of Martha Sobanko as Registrar for the Health Department |
| 192-2023 | Resolution: | providing for the insertion of any special item of revenue in the budget of any county or municipality pursuant to N.J.S.A. 40A:4-87 (Chapter 159 P.L. 1948) for the Spotted Lanternfly Grant |
| 193-2023 | Resolution: | adopting the personal policies and procedures and manual for the Borough of Ramsey |
| 194-2023 | Resolution: | affirming the Borough of Ramsey's Civil Rights Policy with respect to all officials, appointees, employees, prospective employees, volunteers, independent contractors, members of the public that come into contact with borough employees, officials and volunteers |
| 195-2023 | Resolution: | awarding a contract to Blueline Architecture for the design of the handicapped bathroom at Finch Park in the amount of \$5,000 |

VII. CONSENT RESOLUTION (cont'd)

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

A. SPECIAL PERMITS:

B. BLOCK PARTY REQUESTS:

Mary Beth Remy of 109 Jean Street, is requesting permission to hold a block party on Saturday, October 28 with a rain date of Sunday, October 29th, 11am-10pm

Roll Call:

Yay: Cusick, Gutwetter, Kilman, Popolo, Poppe, Woods

VIII. SPECIAL PRESENTATIONS

IX. COMMITTEE AND LIAISON REPORTS

- A. FINANCE AND ADMINISTRATION – Councilman Michael Gutwetter
Ramsey Library Board – The Halloween Boo Bash will be held on Saturday, October 21st. you may RSVP on the Library website. The laptop lending program is now available as well as the poster printing. New clubs have begun for tween and teens.

Recreation Commission – The Ramsey Run was on September 30th, but due to inclement weather participation was lower than in past years. Thanked all the volunteers and emergency personnel who helped. Halloween activities on October 28th beginning with the parade starting at Mechanic Street down to the fire house, leading to the costume contest and trick or treating.

- B. PUBLIC SAFETY – Councilman Peter Kilman
VFW Post 12148 – Thursday, October 26th the VFW will serve hotdogs, chips and drinks for the kids practicing football and other sports at Finch Park. On Monday, November 5th members will attend the YMCA Salute to Veterans Luncheon. Planning for Veterans’ Day on November 10th is underway.

Emergency Services Project Update

The work continues with the Building Committee, Fire Department, Rescue Squad and OEM and the Borough with Netta Architects on development and finalization of a design for the new Stationhouse, replacing the seventy-year-old deteriorated structure. This is a large long-term capital investment which will serve the Borough, not only in the near future but through many generations of our residents. The current project schedule has both the design development and construction documents drafted and finalized by early 2024. As Borough Administrator Vozech and I have discussed at previous meetings, we have setup a page on the website for this project where you can find the plans and pertinent information as it becomes finalized. Netta Architects is the firm the Borough has awarded the contract to for the Design Consulting Services of the project. We have discussed this project at prior meetings but it bears repeating, Netta was selected through a Request for Proposals (“RFP”) process from four firms with experience in emergency service building design. The firms submitted proposals and went through in-depth interviews and presentations with the Building Committee. After review it was the consensus and recommendation of all involved that the Borough retain Netta Architects, LLC as the firm for Design Services. Netta’s contract is for the amount of \$1,152,000 encompassing four main phases of services and work from project initiation to construction documents as well as construction observation, assessment and administration through completion which will cover a timeline of approximately two and a half year. Netta’s contract fees also incorporate the costs of Netta’s outside engineers and professionals working with them on the project including; Geotechnical Engineer, Environmental Engineer, Surveying, Structural Engineer, Mechanical, Electrical, Plumbing & Sprinkler Engineer, Low Voltage Systems Consultant, Emergency Radio and Cellular Communications Systems and Lighting Design. This combined approach with Netta Architects on this project will save the Borough money and time and will provide greater project efficiency and coordination by having all these different disciplines working through Netta. Netta’s contract amount is \$1,152,000, encompassing project work through all phases until project completion and closeout, as well as inclusive of compensation to the

aforementioned engineers and other outside professionals. In each meeting we will keep you up to date.

- C. BUILDING, PLANNING & ZONING – Councilwoman Jane Woods
Congratulated William Kirsch and Martha Sobanko on their appointments as well as Councilwoman Poppe and the RMA on their Black Poster event.

Senior Trustees – The senior center was closed for a few days, due to a broken pipe, but are back and operational.

Zoning Board of Adjustment meeting on October 18th with two residential and one commercial application.

- D. UTILITIES, BUILDINGS & GROUNDS – Councilwoman Judy Cusick
Congratulated the Recreation Commission for the Ramsey Run on September 30th. Also attended the RMA Black Poster Project, an extremely impactful event.

Shade Tree Commission – The borough received a grant for \$15,000 for the treatment of Spotted Lanternflies.

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. The Borough strives to provide our residents with the highest quality water and best possible service. The existing water main on Pine Street between Wyckoff and Hickory Place replacement is in progress. This project will include a lead service line replacement. Construction for this improvement will be completed by November 2023 (weather permitting). Final road paving will occur under a separate Borough contract at a later time.

Hydrant Flushing - The Water Department completed the fall fire hydrant flushing. There are two main reasons why hydrants are flushed. First, a fire hydrant functions as a water valve and we need to make sure they work when needed it is important to "exercise" a fire hydrant. Additionally, hydrants are flushed to remove mineral deposits that may occur inside the water distribution pipes.

Leaf Removal - Will begin on October 16th through December. Please help to make this effort safe and efficient:

Refer to the “Annual Fall Leaf Pick Up” posted on the Borough website which provides a schedule of the leaf collection and is updated with the daily progress.

Leaf removal is scheduled to complete in December weather permitting.

If the pickup timing does not meet your schedule, leaves may be taken to the Ramsey Recycling Center located in the rear of the Main St. Commuter Lot.

Please be aware that piles of leaves should not be placed in a manner which could impede public safety.

- E. PUBLIC & GOVERNMENTAL RELATIONS – Councilwoman Sara Poppe
Ramsey Municipal Alliance hosted the Black Poster Project and was a very moving and impactful presentation. Thanked the Alliance, especially Dr. Shauna Lauricello as well as the Ramsey High School for hosting and Mayor Dillon and Sergeant Thormann for speaking at the event. There were several members of Ambulance and Police present supporting the cause. Also thanked Councilwoman Cusick for her attendance and help with the event. The next meeting is October 23rd.

Ramsey Journal - Submissions are due October 20th.

Volunteer Night will be October 25th in council chambers. The local organizations choose someone they would like to honor.

The Chamber of Commerce will be part of the Spooktacular on October 28th with a Trunk or Treat.

- F. HEALTH, EDUCATION & SOCIAL SERVICES – Councilman Glen Popolo
Congratulated Councilwoman Poppe on a successful RMA event.

RIFE – Halloween party is on October 20th at St. Paul Church Cafeteria, with sixty-five members already signed up. Due to inclement weather the soccer has been rained out a number of weeks.

Environmental Commission – Has been working with Administrator Vozeh on the Food Scrap Recycling Project.

Green Team Plastic Toy drive is scheduled to be at the Farmers' Market on November 12th from 9am-12noon.

A senior student discussed a proposal for a Girl Scout Gold award for the Community Garden Center.

Board of Education – Will have candidates Q & A on October 12th at the high school at 7:00pm.

- G. MAYOR DEIRDRE DILLON
Absent

H. BOROUGH ADMINISTRATOR – Bruce Vozeh

Resolution 190 – Is the appointment of William Kirsch as a part-time civilian investigator: Chief Lyman had proposed earlier this year to add a part-time position for a civilian investigator, to handle the increasing number of background investigations. This investigator would conduct pre-employment and firearms applicant background investigations. The job may also include follow-up work for non-criminal or unsupported cases. This is a non-sworn, civilian position and does not grant any police powers or authorities. This was a more efficient and effective way to handle the influx of specifically firearms permits and investigations while allowing sworn officers to maintain their regular assignments, eliminating a backlog and overtime for work that can be performed by a civilian. Mr. Kirsch is an experienced investigator and served as a sworn officer and a Sergeant in the Haworth Police Department over a 25-year career in law enforcement.

Resolution 191 – Appointment of Martha Sobanko as Registrar: With the resignation of Danielle Monaghan who was designated as our primary Registrar, we now need to provide to the State an updated primary Registrar. Martha has the appropriate license/certification to serve as the Registrar and was Danielle’s deputy Registrar. This resolution designates Martha now as the State designated Registrar for Ramsey.

Resolutions 193 & 194 – Adoption of Borough Personnel Policies: These resolutions pertain to our update of Personnel Policies and Civil Rights Policy. Every two years in conjunction with recommendations from the Municipal Joint Insurance Fund (“JIF”) a recommended update on policies and procedures are provided to municipalities around Bergen County participating in the JIF. These resolutions authorize the adoption of those policy recommendations.

Resolution 195 – Awarding professional services contract to Blueline Architecture for design and construction documents for Finch Park handicapped bathroom: The Borough received a Community Development Block Grant (“CDBG”) through Bergen County to renovate and update to full ADA compliance the bathroom at the VFW building, Community Room and Voting Location at Finch Park. Blueline Architecture had done the original design for the grant application, this resolution awards a contract to them to prepare the construction documents for the actual project work and construction administration.

No Knock Registry: The Borough has previously enacted an ordinance regarding regulations and policies for door-to-door peddlers and solicitors. The ordinance provides for the ability of the Borough to establish a No-Knock List. The Borough will start on-line registration for residents to be on the No Knock list next Monday October 16th. An alert will be sent out to residents with a link to register and the link will be on the Borough website in the News Flash section on the homepage. The list will be maintained and updated and periodically be provided to any peddlers and solicitors registering with the Borough. These solicitors will be subject to fines for non-compliance with the No Knock List. In addition to appearing on the No Knock List, the Borough has designed a small No Knock decal which those registering may display on their front door. Please understand the ordinance and No-Knock Registry cannot, by law, prohibit solicitation by non-profit, charitable, religious or political organizations

Addressed communications that had been on the agendas from a local resident that included suggestions for the governing body and the borough’s consideration. Mr. Vozeh explained that

suggestion #13 is not going to be codified in the ordinance as these are policy decisions of the governing body and they will remain as such. Regarding suggestion #14 providing two call in numbers to the Mayor and Council meetings will not be instituted as we cannot conference two phones into the call. In order to avoid interruption, it is recommended, by the borough, that everyone who is on the call mute themselves. We will also not be listing who is in attendance in person or on the telephone. As for suggestion #15, the borough has added the newer Best Practices Check Lists.

I. BOROUGH ATTORNEY – Peter A. Scandariato, Esq. – No Comment

J. BOROUGH CLERK – Meredith Bendian - No Comment

X. INTRODUCTION OF ORDINANCES - None

XI. UNFINISHED BUSINESS

Councilwoman Cusick reported that Ramsey resident, United States Army Veteran, VFW member Alex Neeley will attempt to break the Worlds' Record for knuckle pushups on November 11th, Veteran's Day. The current record is 9,241, however those are standard pushups. Alex will be doing military–standard pushups on his knuckles. The event will start early at the Ramsey VFW.

XII. NEW BUSINESS

XIII. ADJOURNMENT

Motion to adjourn by Councilman Gutwetter, seconded by Councilwoman Poppe. All in favor. Carried. Meeting adjourned at 7:34pm.

Meredith Bendian, RMC
Borough Clerk