

Township of South Hackensack
Bergen County, New Jersey
July 3, 2014 7:00PM
Worksession Meeting
MINUTES

Bill Regan, Mayor.....*Present*
Frank Cagas,*Present*
Gary Brugger*Present*
Walter Eckel, Jr.***Not Present***
Vincent Stefano.....*Present*

Donna L. Gambutti, Municipal Clerk
David V. Nasta, Esq., Municipal Attorney

Call of Meeting to Order

Mayor Regan called the Worksession Meeting to order at 7:02 p.m. The Clerk advised that this is a Worksession meeting of the Township Committee of South Hackensack. The date, time and location of this meeting has been advertised in the official newspapers of the Township, filed with the Township Clerk and posted on the bulletin board in the municipal building. All notice requirements of the Open Public Meetings Act for this meeting have been fulfilled. Mayor Regan led the flag salute. The Municipal Clerk called the roll. Deputy Mayor Walter Eckel is not present.

Closed Session

On a motion made by Bill Regan and seconded by Gary Brugger; all were in favor of entering into closed executive session at 7:02 PM. Minutes of closed session were recorded and will be made available to the public when authorized by the governing body and permitted by law.

On a motion made by Gary Brugger and seconded by Bill Regan; all were in favor to returning to open session at 7:30PM.

Correspondence~

- Boswell Engineering, June 13, 2014- Proposal for Professional Engineering Design and Construction Inspection Services for a New Fire Alarm System for The Township of

South Hackensack Municipal Complex- *On a motion made by Gary Brugger and Seconded by Bill Regan; all were in favor of accepting this correspondence & Authorizing Boswell Engineering to proceed with their proposal for Professional Engineering Design & Construction Inspection Services.*

- Pietro Randazzo, 2 Tuve Lane, June 12, 2014- Destruction of New Driveway Apron- *On a motion made by Gary Brugger and Seconded by Bill Regan; all were in favor of accepting this correspondence & directing the clerk to send a letter to Mr. Randazzo denying his request.*

- Paul A. Sarlo, July 1, 2014-Restoration of State Funding for NJMC Tax Sharing- *On a motion made by Gary Brugger and Seconded by Bill Regan; all were in favor of accepting this correspondence & directing the clerk to send a thank-you letter to the Assembly Speaker and Senator Sarlo's Office. Gary Brugger explains that this funding is for this year and the encumbered payment will be moved to surplus.*

Old Business~

- Hackensack Regional Chamber of Commerce- *All members welcome the Hackensack Regional Chamber of Commerce and look forward to working with them in the future.*

- South Hackensack Volunteer Ambulance Corps- *On a motion made by Gary Brugger and Seconded by Frank Cagas all members are in agreement to authorize the Township Attorney David Nasta to draw up a 90 day agreement with HACKENSACK VOLUNTEER AMBULANCE CORPS. After the trial period the Township Committee will look into the possibility of continuing. Mayor Regan explains this decision has come from having meetings with Hackensack Volunteer Ambulance Corps and this will free up the limited availability by the DPW EMT's. Mayor Regan commends the Moonachie Ambulance Corps for giving South Hackensack great service.*

- Sharing of CPWM Services with The Borough of Moonachie- *David Nasta explains what the CPWM certification entails. Nine classes are necessary to pass the State Exam and 5 years of supervisory experience is needed in order to sit for the exam. Two of our DPW workers do not meet the criteria; so for now we are looking at a savings of \$120,000. 00 per year. He explains that this has been part of the DPW efficiency study. On a motion made by Gary Brugger and Seconded by Frank Cagas all members are in agreement to authorize the Township Attorney to prepare a shared services agreement for equipment and CPWM services.*

New Business~

- Update Chapter 167- Property Maintenance Standard by Reference- *refer to Township Attorney- This matter is referred to David Nasta for review.*

- Appoint Leo Rossi and Darren Allen to Board of Adjustment (Alt. Members) effective immediately- On a motion made by Vincent Stefano and seconded by Gary Brugger to make these appointments effective immediately.
- Upgrade Recording Sound System for Council/Courtroom – Vincent Stefano asks for a more detailed breakdown of the Gramco Quote for the sound mixer and the rewiring & microphone calibration. The clerk is directed to ask for another quote. Gary Brugger advises the committee that he did some research on these prices and it seems in line with the information he obtained off the internet.

Ordinances~ N/A

Resolutions~

- Closed Executive Session Resolution- On a motion made by Bill Regan and Seconded by Gary Brugger all were in favor.

Committee Reports~ Mayor Regan asks The Township Committee to hold their reports until next week as tomorrow is the 4th of July.

Public Comments~

Dolly Montenegro- 57 Phillips Avenue- Comments on Hackensack Volunteer Ambulance Corps. Is Hackensack too big for them to respond to us? Will there be a meeting with the seniors so they can be informed? She also asks the Township Committee about the utility mark outs by the IL Gemilli Restaurant. Gary Brugger and Vincent Stefano state that HVAC will attend the regular meeting in August (8/14/2014) and HVAC will meet with the seniors as well.

Mr. & Mrs. Parisi- 78 Phillips Avenue- wants to ask whomever will be at the ambulance corps building they do want any vehicles idling as they live right next door.

Angelo Sortino- South Hackensack EMS/DPW- Asks the Township Committee to double check how many ambulances HVAC owns before entering into an agreement with them.

Tommy Yannetti, Assistant DPW Superintendent of South Hackensack- in regards to the sharing of the CPWM services; we are blessed with two qualified individuals & reminds the Township Committee that you need someone who knows the town. Speaks about SHVAC and it is a sad day if ever is dissolved. We have to come together as a community and get the younger generations into volunteerism. We need to build a junior squad.

Vincent Stefano, Committee Member- wants the public to be aware that that the South Hackensack Ambulance Corps has a lot of good volunteers/members but reminds everyone that it is very hard to find volunteers. He notes to Tommy Yannetti that Larry Paladino, CPWM is not retiring until January 2015.

Loni Bidel- 51 Grove Street- Comments about Tommy Yannetti and the future opening of the Superintendents position , ambulance corps situation and complements Senator Sarlo's office for the tax sharing credit from the state.

Bill Regan, Mayor- states that he would also like to see more volunteerism in this town as well.

On a motion made by Gary Brugger and seconded by Bill Regan all were in favor to adjourn the meeting at 8:30PM.

Respectfully submitted to The Township Committee by Donna L. Gambutti, Municipal Clerk, Township of South Hackensack.

Donna L. Gambutti

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Resolution Authorizing Executive Session- July 3, 2014

A Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12.

Whereas, the Township Committee of the Township of South Hackensack is subject to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-6*, et seq., and

Whereas, the *Open Public Meetings Act, N.J.S.A. 10:4-12*, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

Whereas, it is necessary for the Township Committee of the Township of South Hackensack to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

_____(1) *Matters Required by Law to be Confidential*: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

(2) *Matters Where the Release of Information Would Impair the Right to Receive Funds:* Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

 (3) *Matters Involving Individual Privacy:* Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

 (4) *Matters Relating to Collective Bargaining Agreements:* Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

 (5) *Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds:* Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

 XX (6) *Matters Relating to Public Safety and Property:* Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.

 XX (7) *Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege:* Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is require in order for the attorney to exercise his ethical duties as a lawyer.

Tax Appeals- Naturex v South Hackensack- 379 Huyler Street

 XX (8) *Matters Relating to the Employment Relationship:* Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

**Chief of Police Joseph Terraccino
Deputy Police Chief Robert Licamara**

 (9) *Matters relating to the Potential Imposition of a Penalty:* Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

Now, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of South Hackensack assembled in public session on this date, that an Executive Session closed

to the public shall be held in the South Hackensack Township Municipal Complex, 227 Phillips Avenue, South Hackensack, New Jersey, for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

The foregoing resolution was duly adopted by the Township Committee of the Township of South Hackensack at a public meeting held on July 3, 2014.





June 12, 2014

The Honorable Mayor and Township Committee
Township of South Hackensack
227 Phillips Avenue
South Hackensack, New Jersey 07606

Attention: Ms. Donna Gambutti, RMC/CMR, Township Clerk

Re: Proposal for Professional Engineering Design and
Construction Inspection Services for a
New Fire Alarm System at the
Township of South Hackensack Municipal Complex
Township of South Hackensack
Bergen County, New Jersey
Our File No. PR-14-5897

Dear Mayor Regan and Members of the Township Committee:

This letter shall serve as Boswell McClave Engineering's (Boswell) proposal for the preparation of construction plans and specifications (bid documents), and part-time construction inspection services for the above referenced project.

The Scope of Work outlined in this letter proposal is based on discussions with the Fire Sub-Code Official, Mr. Charles Flenner and observations made during our site inspections of February 19, 2014 and May 2, 2014 with Messrs. Flenner and DeRiso and further discussions with Police Chief Terraccino. For this proposal, the South Hackensack Municipal Complex includes the Ambulance Corp. Building, the Senior Center, Township Hall and the Police Department.

The following is an outline of the scope of work and the estimated fee for our professional engineering design and construction inspection services to provide the Township of South Hackensack with a new code compliant fire alarm system. All work shall be performed during normal business hours, Monday through Friday, 9:00 AM through 4:00 PM, excluding weekends and holidays.

SCOPE OF WORK

Based upon the aforementioned discussions and observations during the above referenced site inspections, Boswell will prepare a set of plans and specifications suitable for bidding and construction and will also provide a construction cost estimate. We have also prepared a fee estimate for part-time construction inspection services.

SCOPE OF SERVICES

Design Phase

The project scope shall consist of reviewing the information provided by the Township (existing architectural building floor plans including changes to proposed building spaces and equipment) and creating electrical plans and specifications showing the replacement of an existing non-code compliant fire alarm system with a *new code compliant fire alarm system* pursuant to the following:

1. Review the information provided and perform site surveys as required documenting existing conditions.
2. Create plans and specifications showing the new fire alarm system including new heat detectors, smoke detectors, manual pull stations, strobes, audible alarms, wiring, main panel and remote annunciator panel.
3. Locate the main fire alarm panel in the Janitor's Closet (Room 129) and the remote annunciator panel in the dispatch area of the Police Department beneath the existing thermostat as discussed with Police Chief Terraccino and the Fire Sub-Code Official at the Friday, May 2, 2014 site meeting.
4. Attend a maximum of one (1) Township Mayor and Committee meeting to discuss the proposed fire detection system design, if required.
5. Attend a maximum of three (3) coordination meetings with Township personnel to discuss the design documents and concept.
6. Provide three (3) signed and sealed sets of documents for permitting.
7. Provide a construction cost estimate based upon final design documents

Bid Phase

1. Prepare addenda and clarifications, if necessary, in response to questions from bidders.
2. Assist the Township in obtaining public bids from qualified contractors.
3. Attend bid opening and prepare bid tabulations/recommendations of award letter.

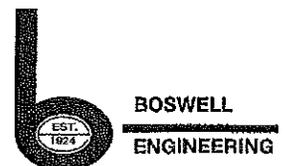
Construction Phase

1. Conduct Pre-construction meeting with the Township and contractor and prepare meeting minutes.
2. Review Contractor's shop drawings and submittals.
3. Review change order requests, and review and approve contractor payment applications.
4. Make periodic site visits to inspect the work in progress to determine adherence to the intended design and prepare reports. Prepare a punch list and conduct a final inspection including witnessing system startup.
5. Notify the Contractor in writing of any failure by the contractor to perform their work properly.
6. Review and approve all closeout documents and transmit copies of each to the Township.
7. Issue a final completion letter to the Township authorizing release of final payment to the Contractor when all project requirements have been met.

FEE PROPOSAL

Boswell will perform the services outlined in the proposal for a lump sum fee not to exceed \$11,600.00 for all three (3) phases listed above in the Scope of Services. A fee breakdown for each phase of the project is listed below. Billing for the three (3) phases of the project will be monthly based on percent complete.

A. Design Phase	\$7,300.00
B. Bid Phase	\$1,430.00



The Honorable Mayor and Township Committee
Township of South Hackensack
June 12, 2014
Page 4 of 4

C. Construction Phase	<u>\$2,870.00</u>
Lump Sum Total	\$11,600.00

ITEMS NOT INCLUDED IN THE ENGINEERING FEE

The following items are not anticipated to be required and are therefore excluded:

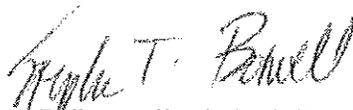
1. Security Alarm System
2. Survey
3. Permit Fees; if required (to be paid directly by the Township of South Hackensack)
4. Structural Plans for any type of internal remediation work
5. Any architectural, mechanical, electrical, plumbing, fire protection, structural, or LEED documents not stated above
5. Construction management or scheduling

Additional work above and beyond what is outlined in the proposal will be performed as authorized by the Township in writing.

Thank you for the opportunity to submit this proposal. We look forward to providing the Township of South Hackensack with our engineering services and to the successful completion of this project. Should you have any questions or require additional information, please do not hesitate to contact Elliot F. Sachs, P.E., BCEE, CME, CPWM or me.

Very truly yours,

BOSWELL McCLAVE ENGINEERING

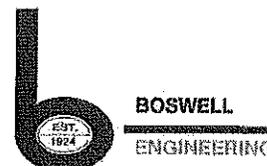


Stephen T. Boswell, Ph.D., P.E., SECB, LSRP

STB/EFS/ajf

cc: Elliot F. Sachs, P.E., Township Engineer Representative

140610efsP1.doc



Pietro and Maria Randazzo

2 Tuve Lane • South Hackensack, New Jersey 07606 • 201-641-4926

June 11, 2014

Township of South Hackensack
227 Phillips Avenue
South Hackensack, NJ 07606

RECEIVED

JUN 12 2014

**SOUTH HACKENSACK
MUNICIPAL CLERK**

*cc - Larry
to
report on*

Re: 2 Tuve Lane – Destruction of New Driveway Apron

Dear Mr. Reagan and Council Members:

I am enclosing pictures of my driveway and apron. As you can see, the entire area is destroyed due to the extreme winter we just had and the constant plowing and salting done by the DPW of South Hackensack.

The driveway and apron were replaced in the summer of 2013.

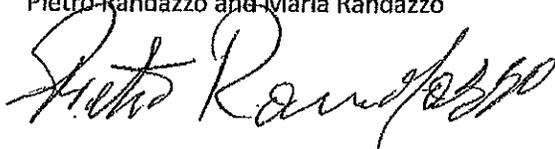
The purpose of this letter is to either have the apron repaired or be reimbursed so that we can have it repaired.

Please advise at your earliest convenience as to how we need to proceed in order to get the area repaired.

Thank you.

Truly yours,

Pietro Randazzo and Maria Randazzo





NEW JERSEY SENATE

PAUL A. SARLO
DEPUTY MAJORITY LEADER
86TH LEGISLATIVE DISTRICT
496 COLUMBIA BOULEVARD, 1ST FLOOR
WOOD-RIDGE, NJ 07075
PHONE: (201) 804-8118
FAX: (201) 804-8844

COMMITTEES
CHAIRMAN
BUDGET AND APPROPRIATIONS
JUDICIARY
HIGHER EDUCATION
LEGISLATIVE OVERSIGHT

To: Mayors and Councilmembers of Meadowlands District Towns

From: Senator Paul Sarlo

Date: June 26, 2014

Re: Restoration of state funding for NJMC Tax Sharing FY2015

RECEIVED

JUL -1 2014

SENATOR PAUL SARLO
MUNICIPAL CLERK

I am pleased to inform you that the Fiscal Year 2015 budget that was signed into law includes funding for the entire \$7,300,000 NJMC tax sharing payment. This will provide sending communities with much needed budget relief while also ensuring that receiving communities get the full funding that they deserve and need to fund their municipal budgets.

This funding was included in the state budget as a result of a collective effort by Assembly Speaker Prieto, Assembly Budget Chairman Schaer, Assemblywomen Caride and Jimenez, Senator Sacco and myself. My colleagues and I want to thank you for adopting the resolutions of support calling for State funding of the NJMC tax sharing.

We are now working to develop a permanent funding source for the tax sharing system. This will ensure that this payment is no longer subject to budget negotiations. We will keep you informed as this progresses.

Form 4B - Request for the Expenditure of DWI c. 531 or POAA Funds Non-Applicable

Section I

Municipal Court of So. Hackensack Court Code: 0287

Request: DWI POAA Annual Request Single Use
(check one) (check one)

Complete the appropriate section for court's request. Use a separate form for each fund.

Section II

A. Additional Personnel

Additional Personnel	FT/PT	Salary	Duration Needed	Duties

B. Special Court Sessions Overtime Date and Time of Court Session / Overtime Event _____

Name	Regular Salary	Type	Est. / Actual Amt
Judge			
Prosecutor			
Staff			
Staff			
Interpreter			
Other			

C. Tickets Equipment Forms Other

Estimated Cost 3,000.00 Portion to Be Paid From Special Funds 500.00

Please explain in detail and attach estimate/quote To replace speaker system in courtroom for better quality sound. We have many cases involving parking issues especially handicapped parking. The cost would be combined w/ other depts since its a shared courtroom.

Section III

Requested By: Judge Director Administrator

Diane Brande Diane Brande 6/23/14
Print Name Signature Date

Section IV For Vicinage Use Only

Recommend Approve Deny

Conditions: Cost to fax copy of final invoice to Mon. Gov.

Municipal Division Manager: Brendis Spivey Date: 6.30.2014

Final Decision: [Signature] Approve Deny

Assignment Judge Signature: PETER E. DOYNE, A.J.S.C. Date: 6/30/14

Visitation Review: _____ Visitation Date: _____ Use Verified: _____