

**TOWNSHIP OF CEDAR GROVE  
ESSEX COUNTY NEW JERSEY**

**COUNCIL STAFF MEETING**

**MINUTES  
7:00 P.M.**

**JUNE 18, 2018**

**1. ROLL CALL – OPEN PUBLIC MEETING STATEMENT BY MAYOR**

Mayor Tanella called the meeting to order at 7:00 p.m. and made the required announcement concerning the Open Public Meetings Act as follows: Adequate notice of this meeting was duly provided to the Verona-Cedar Grove Times and the Star Ledger, filed with the Township Clerk, and posted on the public bulletin board in the Municipal Building's lobby in accordance with the Open Public Meetings Act.

Present: Councilmember Kumburis, Peterson, Vargo, Deputy Mayor Cicala, Mayor Tanella  
Also Present: Township Manager Tucci, Township Attorney Zielinski, Township Clerk Stutz

**2. APPROVAL OF MINUTES**

a) Staff Meeting – May 21, 2018

Councilman Vargo moved approval of the minutes as presented, seconded by Councilwoman Peterson, and passed by the following vote:

AYE: Councilmember Kumburis, Peterson, Vargo, Mayor Tanella

NO: None

ABSTAIN: Deputy Mayor Cicala

**3. TOWNSHIP MANAGER** – The Township Manager reported award of grant funding from NJDOT for repaving of Harper Terrace. Mr. Tucci anticipated the project to commence in the spring of 2019. The Manager advised that K. Hovnanian projected the demolition of South End Fire House to commence August 1. The Manager also advised that the NJDEP has mandated that governing body members complete on-line stormwater review training for Tier A MS4 permit requirements. The Manager also announced that the NJIIF has awarded a \$1500 grant to the Township for being a “safe” community to work based on workman comp claims. Mr. Tucci also advised that the Township received a Clean Community” grant in the amount of \$21,747.60.

**4. TOWNSHIP ATTORNEY** – Attorney Zielinski provided an ordinance amendment to Chapter 205, Recreation Areas requested by the Police Chief to hold parents of minors accountable for swimming violations in Township waterways. The Township Attorney also provided and explained necessary amendments to the Township's Canvassing/Soliciting ordinance, to which the governing body agreed. Attorney Zielinski requested an executive session to discuss Coptic Church litigation.

**5. TOWNSHIP CLERK** – The Clerk provided the list of Council liaison appointments for July reorganization meeting. There was consensus to maintain the same appointments. The Clerk

was requested to interviews for re-appointment/appointment of expiring term Zoning Board members and potential members for executive session 7/16 at 6:45 p.m.

## **6. COUNCIL REPORTS**

Mayor Tanella requested an executive session to discuss COAH litigation.

Deputy Mayor Cicala requested to recognize new Eagle Scout Dwight Luke Thomas at the July 16<sup>th</sup> regular public meeting, to which the governing body agreed.

Councilman Kumburis provided an update on the emergence of a tic in four counties. Councilman Kumburis inquired the status of completion of a waling/running trail through Community Park proposed by an Environmental Commission member. The Township Manager advised the proposal is under review by the Municipal Engineer.

Councilwoman Peterson – No report

Councilman Vargo inquired about permitting parking on Rt. 23 in the business district. The Manager reported that NJDOT has been made aware and is incorporating into traffic calming along the business corridor.

## **7. NEW BUSINESS**

- a) To consider resolution concerning 2018 Salaries for unrepresented employees

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

WHEREAS, the Township Council of the Township of Cedar Grove did adopt Ordinance No. 18-825 fixing salary grades and ranges, wages and fees of the officers and employees of the Township of Cedar Grove; and

WHEREAS, said ordinance provides that the Township Council shall, by resolution, fix the salary of each officer and employee within the salary ranges as set forth in Section One of the Salary Ordinance.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of Cedar Grove that the salaries as hereinafter enumerated shall constitute the salaries for Fiscal Year 2018 for the officer and employees covered under Section One, Group I, of the Salary Ordinance.

TOWNSHIP OF CEDAR GROVE  
ESSEX COUNTY NEW JERSEY

2018 SALARY GUIDE

UNREPRESENTED EMPLOYEES

<u>GRADE</u>	<u>JOB CLASSIFICATION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
1	Clerical Assistant Building Maintenance Worker	\$32,640.	\$40,954.
3	Accounting/Payroll Assistant Assistant to the Township Clerk Department Secretary Tax/Utility Accounting Assistant Recreation Coordinator	\$35,700.	\$51,965.
4	Recreation Maintenance Worker	\$37,488.	\$54,374.
5	Communications Officer Planning/Zoning Coordinator Deputy Court Administrator/Clerk Health/Sr. Transportation	\$40,326.	\$59,978.
8	Assistant Municipal Treasurer Building Inspector Senior Recreation/Pool Coordinator Records Clerk-Police	\$46,159.	\$66,899.
9	Municipal Court Administrator Deputy Municipal Tax Collector Assistant Recreation Director Administrative Secretary	\$52,000.	\$77,165.

<u>EMPLOYEE</u>	<u>SALARY</u>	<u>GRADE</u>	<u>JOB TITLE</u>
Besofsky, Laurie	\$40,142.	3	Asst. to Twp. Clerk
Cafarella, Joseph	43,122.	3	Accounting/Payroll Asst.
Conti, Marie	44,054.	3	Tax/Utility Acct., Asst.
Fabrazzo, John	45,378.	3	Recreation Co-ordinator
McCarthy, Karen	47,979.	3	Dept. Sec.,Public Works
Meding, Martina	44,956.	3	Dept. Sec.,Building Dept.
Stefanelli, Emil	45,700.	3	Bldg.Maint.Worker/Bus Dr.

EMPLOYEE	SALARY	GRADE		JOB TITLE
Demarest, Courtney	\$47,430 .	5	---	Deputy Court Admin.
Maddaloni, Jackie	56,287.	5	---	Planning/Zoning Co
Riou, Debra	46,990.	5	---	Health/Sr.Trans.Adm.
Fields, Susan	66,534.	8	---	Asst.Mun.Treasurer
Perez Sasha	47,087.	8	---	Records Clerk-Police
LaCapra, Antoinette	64,224.	9	---	Adm. Secretary
Platvoet, Theresa	63,864.	9	---	Court Administrator
Verrengia, Suzanne	53,040.	9	---	Asst. Rec. Director
Walsh, Nancy	69,112.	9	---	Dept.Mun,Tax Coltr.

DEPARTMENT DIRECTORS

<u>GRADE</u>	<u>JOB CLASSIFICATION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
10	Director of Assessments Director of Recreation Director of Com. Develp. Dir./ Construction Official	\$62,341.	\$92,615.
11	Dir. Of Finance/Tax Collector/ CMFO Municipal Engineer	\$76,500.	\$140,080.

	<u>SALARY</u>	<u>GRADE</u>		<u>JOB TITLE</u>
Hamilton, Richard	\$ 80,199.	10	---	Director of Assessments
Landolfi, Marisa	\$ 68,193.	10	---	Director of Recreation
D'Ascensio, John	\$ 89,811.	10	---	Community Development/ Construction Official
Homa, William	\$140,080.	11	---	Director of Finance/Tax Collector/CMFO
Palumbo, Alex	\$127,727.	11	---	Dir. of DPW/Eng.

FREE PUBLIC LIBRARY

<u>GRADE</u>	<u>JOB CLASSIFICATION</u>	<u>MINIUM</u>	<u>MAXIMUM</u>
L-2	Library Assistant	\$17,129.	\$43,506.
L-3	Technical Library Assistant	\$21,648.	\$47,048.
L-4	Senior Library Assistant	\$25,978.	\$51,872.
L-5	Principal Library Assistant Administrative Services	\$29,226.	\$56,699.
L-6	Supervising Library Assistant	\$31,391.	\$63,936.
L-7	Library Specialist	\$33,555.	\$68,733.
L-8	Children's Librarian	\$37,885.	\$72,379.
L-9	Senior Children's Librarian	\$41,133.	\$78,413.
L-10	Supervising Librarian	\$46,646.	\$85,651.
l-12	Library Director	\$60,616.	\$104,077.

	<u>SALARY</u>	<u>GRADE</u>		<u>JOB TITLE</u>
Wolverton, Catherine	\$90,203.	12	---	Library Director
Cheetham, Natalie	\$57,102.	8	---	Children's Librarian
DeVingo, Patricia	\$50,013.	5	---	Supervising Lib. Asst.
Falcone, Francine	\$46,545.	5	---	Adm. Services
Longo, Ursula	\$41,576.	4	---	Lib. Asst.

Deputy Mayor Cicala moved adoption of the resolution, seconded by Councilwoman Peterson, and passed by the following vote:

AYE: Councilman Kumburis, Peterson, Vargo, Deputy Mayor Cicala, Mayor Tanella

NO: None

b) To consider resolution concerning 2017 LOSAP for Ambulance & Rescue Squad

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**WHEREAS**, pursuant to N.J.S.A. 40A:14-191, the Cedar Grove Ambulance & Rescue Squad has certified to the Township of Cedar Grove a list of all volunteer members who have qualified for credit under the LOSAP program for the year 2017; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-14.10 (b), the Township of Cedar Grove has reviewed and accepted the attached certified list of the Cedar Grove Ambulance & Rescue Squad; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-14.10 ( c ), the Township of Cedar Grove shall return the certified list to the Cedar Grove Ambulance & Rescue Squad for posting to allow for sufficient time for membership review.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township Cedar Grove that the attached certified list herein of the Cedar Grove Ambulance & Rescue Squad is hereby accepted and returned to the respective emergency service organization for posting to allow sufficient time for membership review.

Councilman Kumburis moved adoption of the resolution, seconded by Deputy Mayor Cicala, and passed by the following vote:

AYE: Councilman Kumburis, Peterson, Vargo, Deputy Mayor Cicala, Mayor Tanella

NO: None

c) To consider resolution concerning annual renewal of ABC license

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

WHEREAS, the following individuals and corporations have applied for the renewal of their Alcoholic Beverage Licenses for the period from July 1, 2018 through June 30, 2019, namely:

<u>LICENSE NO.</u>	<u>APPLICANT</u>	<u>TRADENAME</u>	<u>FEE</u>
0704-31-012-001	Cedar Grove Lodge #2237 of B.P.O Elks 405 Bowden Road	Cedar Grove Elks Club	\$ 150.00
0704-33-002-006	Pompton Restaurant Assoc. 1131 Pompton Avenue	Il Tulipano	\$2,002.00
0704-33-003-004	Second Gen Catering Inc. 691 Pompton Ave.	The Grove	\$2,002.00
0704-33-006-002	Seeger Restaurant Ent. 134 E. Lindsley Road	LuNello's	\$2,002.00
0704-33-007-006	Edward Fitzpatrick, Inc. 292 Grove Avenue	The Grasshopper	\$2,002.00

0704-033-011-007	Caidie LLC 505 Pompton Avenue	Delmonico's	\$2,002.00
0704-44-001-008	Shree Nath, Inc. 597 Pompton Avenue	Cedar Grove Liquors	\$1,174.00
0704-44-009-008	Cedar Grove Wine Cellar LLC 420 Pompton Ave.	Cedar Grove Wine Cellar	\$1,174.00

WHEREAS, the above individuals and corporations have submitted their municipal fee for renewal to the Township Clerk, and received the required tax clearance certificate; and

WHEREAS, said applications comply with the State Laws regulating the sale and distribution of alcoholic beverages.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Cedar Grove that the applications for renewal of existing alcoholic beverage license from the above mentioned individuals and corporations be approved; and

BE IT FURTHER RESOLVED that the Township Clerk be and is hereby authorized to issue said licenses to the applicants for the period from July 1, 2018 through June 30, 2019.

Councilwoman Peterson moved adoption of the resolution, seconded by Councilman Vargo, and passed by the following vote:

AYE: Councilman Kumburis, Peterson, Vargo, Deputy Mayor Cicala, Mayor Tanella

NO: None

d) To consider resolution concerning special item of revenue

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**WHEREAS**, N.J.S.A. 40A:4-87, provides that the Director of Local Government Services may approve the insertion of a special item of revenue in the Municipal Budget of the Township of Cedar Grove for 2018 when such items shall have been available by law and the amount thereof was not determined at the time of adoption of the budget; and

**WHEREAS**, said Director may also approve the insertion of any item of appropriation of equal amount;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Cedar Grove, Essex County, New Jersey, that it hereby requests that the Director of the Division of Local Government Services to approve the insert of an item of revenue in the budget of the year 2018 in the sum of \$21,747.60, which is now available as a revenue from the Clean Communities Program, which is administered by the Department of Environmental Protection, pursuant to the provision of statute; and

**B IT FURTHER RESOLVED** that a like sum of \$21,747.60 is hereby appropriated under the caption:

Clean Communities Program \$21,747.60

Deputy Mayor Cicala moved adoption of the resolution, seconded by Councilwoman Peterson, and passed by the following vote:

AYE: Councilman Kumburis, Peterson, Vargo, Deputy Mayor Cicala, Mayor Tanella

NO: None

- e) To consider resolution concerning approval of raffle application – Connie Dwyer Breast Cancer Foundation

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**WHEREAS**, applications for raffle licenses have been received from:

**APPLICANTS**

**EVENTS, DATES TIMES & PLACE**

Connie Dwyer Breast Cancer Foundation  
7 Benson Ct.  
Short Hills NJ 07078

Off-Premise 50/50 Raffle to be held  
November 9, 2018 at 10:30 pm at  
691 Pompton Ave., Cedar Grove NJ 07009

**WHEREAS**, the fees have been paid, and the applications have been reviewed by the Township Clerk and found acceptable.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Cedar Grove that it does hereby approve said applications.

Deputy Mayor Cicala moved adoption of the resolution, seconded by Councilman Vargo, and passed by the following vote:

AYE: Councilman Kumburis, Peterson, Vargo, Deputy Mayor Cicala, Mayor Tanella

NO: None

- f) To consider resolution concerning approval of raffle application – Alpine Learning Group

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**WHEREAS**, applications for raffle licenses have been received from:

**APPLICANTS**

**EVENTS, DATES TIMES & PLACE**

Alpine Learning Group  
777 Paramus Road  
Paramus NJ 07652

Off-Premise Merchandise Raffle to be held  
October 27, 2018 at 11:00 pm at  
691 Pompton Ave., Cedar Grove NJ 07009

**WHEREAS**, the fees have been paid, and the applications have been reviewed by the Township Clerk and found acceptable.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Cedar Grove that it does hereby approve said applications.



Deputy Mayor Cicala moved adoption of the resolution, seconded by Councilman Vargo, and passed by the following vote:

AYE: Councilman Kumburis, Peterson, Vargo, Deputy Mayor Cicala, Mayor Tanella

NO: None

g) To consider resolution authorizing execution of contract with McNerney & Associates, Inc.

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**BE IT RESOLVED** by the Township Council of the Township of Cedar Grove that the Township Manager is hereby authorized to execute a contract between the Township of Cedar Grove and McNerney & Associates, Inc. for appraisal services.

Councilman Kumburis moved adoption of the resolution, seconded by Deputy Mayor Cicala, and passed by the following vote:

AYE: Councilman Kumburis, Peterson, Vargo, Deputy Mayor Cicala, Mayor Tanella

NO: None

## **8. APPROVAL OF BILLS**

The Bill Resolution was read by title and amount as follows:

**BE IT RESOLVED** by the Township Council of the Township of Cedar Grove, County of Essex, New Jersey, that the attached summary of bills having been duly audited and found correct be and they are thereby ordered paid and that warrants be drawn on the Treasurer in the aggregate amount of \$ 2,856,271.03.

Deputy Mayor Cicala moved adoption of the resolution, seconded by Councilman Kumburis, and passed by the following vote:

AYE: Councilmember Kumburis, Peterson, Vargo, Deputy Mayor Cicala, Mayor Tanella

NO: None

## **9. PUBLIC COMMENT**

Mayor Tanella opened this portion of the meeting to anyone wishing to be heard. There being no one present wishing to be heard, Mayor Tanella closed this portion of the meeting.

### AUTHORIZATION TO GO INTO EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings' Act (N.J.S.A.10:4-12 (b) (1-9) permits the exclusion of the public from a Meeting of the Mayor and Council in certain circumstances; and

WHEREAS, the Mayor and Council of the Township of Cedar Grove are of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Cedar Grove, County of Essex, State of New Jersey that:

1. The public shall be excluded from discussion of any action on the Executive Session of the Meeting of the Mayor and Council of June 18, 2018.
2. The general nature of the subject matters to be discussed is Coptic Church litigation, and COAH litigation.
3. It is anticipated at this time that the above stated subject matter will be made public as soon thereafter as it is deemed in the public interest to do so.
4. This Resolution shall take effect immediately.

Councilman Vargo moved adoption of the resolution, seconded by Councilwoman Peterson, and passed by the following vote:

AYE: Councilmember Kumburis, Peterson, Vargo, Deputy Mayor Cicala, Mayor Tanella

NO: None

## **10. ADJOURNMENT**

There being nothing further to discuss, the staff council meeting adjourned at 8:00 p.m. by acclaim.