

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

COUNCIL STAFF MEETING

MINUTES

MARCH 20, 2023

1. ROLL CALL – OPEN PUBLIC MEETING STATEMENT BY MAYOR

Mayor Maceri 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: Councilmembers Skabich, Tanella (arrived at 7:05 p.m.), Zazzali, Deputy Mayor Peterson, Mayor Maceri

Also Present: Township Manager Zichelli, Township Attorney Nabbie, Township Clerk Forde

2. APPROVAL OF MINUTES

a) Executive Session – February 6, 2023

Deputy Mayor Peterson moved approval of the minutes without release, seconded by Councilwoman Skabich, and passed by the following vote:

AYE: Councilmember Skabich, Tanella, Deputy Mayor Peterson, Mayor Maceri

NO: None

ABSTAIN: Councilman Zazzali

b) Staff Meeting – February 27, 2023

Deputy Mayor Peterson moved approval of the minutes as presented, seconded by Councilman Zazzali, and passed by the following vote:

AYE: Councilmember Skabich, Tanella, Zazzali, Deputy Mayor Peterson, Mayor Maceri

NO: None

c) Executive Session – February 27, 2023

Councilwoman Skabich moved approval of the minutes without release, seconded by Deputy Mayor Peterson, and passed by the following vote:

AYE: Councilmember Skabich, Tanella, Zazzali, Deputy Mayor Peterson, Mayor Maceri

NO: None

3. **TOWNSHIP MANAGER** – The Township Manager reported that CFO Lubna Muneer was in attendance at the meeting to assist in responding to any questions from Council regarding the Introduction of the Budget at the next meeting. He reported the three driving costs were Police and Fire pension contributions, police salaries and group medical coverage. He reported the auditors were currently working on the AFS and budget review. He reported the assessed value was \$474,917 which was a slight increase from last year. He reported overall, there was approximately a \$98.00 increase which amounted to approximately \$8.22 per month or \$2.05 per week.

CFO Lubna Muneer reported the Township was under the CAP. She reported the Township could have a reserve next year as it would have implemented the CAP Bank.

Councilman Tanella arrived at 7:05 PM.

The Township Manager also reported the Township would pay for Neptune Meters in cash instead of bonding for it; therefore, avoiding any debt. He reported the Township would pay for the Neptune Meters through PILOT funds from Hilltop. He reported this year, the Township would bond for approximately \$1.2 million for bond principal and approximately \$1.6 million on bond anticipation notes. He explained that the interest rates increased by three times as much as last year.

The CFO reported the 2023 surplus and anticipated revenue went up.

The Township Manager reported the revenues were up for the pool.

Mayor Maceri commended the Township Manager and CFO on keeping the budget tight.

Deputy Mayor Peterson asked the pool breakdown cost per household. The Township Manager responded it was approximately \$25 per household. He reported pool membership was higher than last year.

Councilman Tanella said pool use was in decline the last ten years. He said other Townships experienced the same issue. He commended the Township Manager and CFO on doing a really nice job.

The Township Manager reported this year, he was retiring three Notes before they matured.

Councilwoman Skabich asked why there were no weekend only options at the pool. Mayor Maceri responded an analysis was done and this formula worked. He reported to provide a weekend only option, the Township would lose family passes and memberships.

The Township Manager reported a Capital Ordinance adopting the Care Act money would be before Council at the next meeting. He reported this would prevent the Township from having to bond for as much money for North End Fire House.

4. **TOWNSHIP ATTORNEY** – No Report. The Township Attorney requested an Executive Session for potential litigation.

5. **TOWNSHIP CLERK** – No Report.

6. COUNCIL REPORTS

Councilwoman Skabich – Councilwoman Skabich thanked Councilman Tanella for his years of service and for all his help and guidance.

Councilman Tanella – No Report.

Councilman Zazzali – No Report.

Deputy Mayor Peterson – Deputy Mayor Peterson reported Historical Society President Jean Jaeger scheduled a presentation on the Last Farm in Cedar Grove at the Library on Wednesday, March 22, 2023 at 7:30 PM. She announced a Mother’s Day Plant Sale was scheduled for Mother’s Day weekend. She said she would report back when plans were solidified.

Mayor Maceri – No report.

The Township Manager reported he was at Town Hall on Saturday night watching the Chief Kennedy and Captain Pumphrey work to find the missing juvenile. He commended the Chief and Captain. He reported the juvenile returned home at 1:00 AM.

7. NEW BUSINESS

- a) To consider resolution awarding bid for the Reconstruction of Anderson Parkway Improvements.

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

WHEREAS pursuant to advertising duly made, bids were received for the Reconstruction of Anderson Parkway, and were publicly opened and read by the Township Clerk on February 15, 2023 as follows:

<u>CONTRACTOR</u>	<u>LUMP SUM</u>
American Asphalt & Trucking	\$304,631.86
J. A. Alexander	\$305,146.72
D.S. Meyer Enterprises, LLC	\$347,337.60
AJM Contractors, Inc.	\$361,337.00
D.L.S. Contracting	\$364,970.76
Smith Soudy Paving	\$375,993.19
4 Clean-Up, Inc.	\$376,552.53
Marini Brothers Construction Co., Inc.	\$377,600.50

D&L Paving Contractors	\$414,173.86
Cifelli and Son General Contractor	\$416,591.00
Crossroads Paving Company	\$428,109.00
JAG Paving Corp.	\$459,780.00

WHEREAS, the Township Engineer and the Township Attorney have reviewed the bids and recommend awarding the bid to American Asphalt & Trucking of West Orange, NJ, the apparent low bidder; and

WHEREAS, \$305,730.00 in funds are available for this purpose in the Capital Budget line item 6071-222-21.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Cedar Grove that the award of bid be made to American Asphalt & Trucking of West Orange, New Jersey for the Reconstruction of Anderson Parkway in the amount of \$304,631.86; and

BE IT FURTHER RESOLVED that the proper township officials be instructed to execute a contract on behalf of the Township.

The Township Manager reported the bids were reviewed by the Township Engineer and Attorney to complete reconstruction of Anderson Parkway. He reported this was part of a NJDOT grant and the company would begin in the Spring.

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

AYE: Councilmember Skabich, Tanella, Zazzali, Deputy Mayor Peterson, Mayor Maceri

NO: None

- b) To consider resolution awarding contract for engineering design services for Reconstruction of Sweetwood Drive and David Road from Pompton to Ozone Avenues to Greenman-Pederson.

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

WHEREAS, The Township has a need for professional engineering design services for Reconstruction of Sweetwood Drive and David Road from Pompton to Ozone Avenues; and

WHEREAS, pursuant to advertising duly made for a fair and open contract in accordance with N.J.S.A. 19:44A-20.1 et. seq., proposals were received and publicly opened by the Township Clerk on February 22, 2023 as follows; and

<u>PROPOSER</u>	<u>AMOUNT</u>
Greenman-Pederson	\$22,000.00
Neglia Engineering Assoc.	\$24,390.00

French and Parrello	\$31,860.00
Dynamic Traffic	\$35,800.00

WHEREAS, the Municipal Engineer has recommended that a contract for the above referenced professional services be awarded to Greenman-Pederson; and

WHEREAS, funds are now available for this project in the Capital Budget in the amount of \$375,000.00.

NOW, BE IT RESOLVED by the Township Council of the Township of Cedar Grove, Essex County, New Jersey, as follows:

1. The Township Manager is hereby authorized and directed to execute an agreement with Greenman-Pederson of Morris Plains, NJ, for an amount not to exceed \$22,000.00; and
2. This agreement is awarded as a “Professional Service” in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because of the technical of the professional services required for this project; and
3. A notice of this agreement shall be published in the Verona-Cedar Grove Times as required by law.

The Township Manager reported once the design engineering services were completed, the Township could go out to bid for reconstruction of Sweetwood and David Road. The Township Manager also reported the Ozone Traffic Study was completed.

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

AYE: Councilmember Skabich, Tanella, Zazzali, Deputy Mayor Peterson, Mayor Maceri
NO: None

- c) To consider resolution concerning approval of raffle application - Cedar Grove Elks.

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

WHEREAS, an application for raffle license has been received from:

APPLICANTS

Cedar Grove Elks Lodge #2237
405 Bowden Rd.
Cedar Grove NJ 07009

EVENTS, DATES TIMES & PLACE

On-Premise 50/50 Raffle to be held
April 29, 2023 from 1:00 p.m. to 5:00 p.m. at
405 Bowden Rd., Cedar Grove NJ 07009

WHEREAS, the fees have been paid, and the application has 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 application.

Deputy Mayor Peterson moved adoption of the resolution, seconded by Skabich, and passed by the following vote.

AYE: Councilmember Skabich, Tanella, Zazzali, Deputy Mayor Peterson, Mayor Maceri
NO: None

- d) To consider resolution authorizing the installation of automatic license plate readers on County Right of Ways and Roadways within the Township of Cedar Grove and Authorizing the Township Manager to enter into a Memorandum of Understanding with the County of Essex.

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

RESOLUTION AUTHORIZING THE INSTALLATION OF AUTOMATIC LICENSE PLATE READERS ON COUNTY RIGHT OF WAYS AND ROADWAYS WITHIN THE TOWNSHIP OF CEDAR GROVE AND AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE COUNTY OF ESSEX

WHEREAS, the Township of Cedar Grove Police Department is taking a number of active measures to help suppress motor vehicle theft, solve and suppress crimes, and identify wanted individuals through the use of technology and;

WHEREAS, automated license plate readers (ALPRs) have proven to be a reliable technology to help the Cedar Grove Police Department and other local law enforcement agencies, including the New Jersey State Police and Essex County Prosecutor's Office, in these endeavors by helping to immediately alert officers when a recognized stolen vehicle passes an ALPR and;

WHEREAS, ALPRs have also helped the Cedar Grove Police Department to identify the license plates of several vehicles that were involved in either criminal activity or whose owners were wanted by authorities and;

WHEREAS, the Cedar Grove Police Department has planned to place ALPR technology in strategic locations throughout the township in order to have maximum coverage to better secure its residences and businesses and;

WHEREAS, the Cedar Grove Police Department has determined that some of these locations include being on roadways controlled by the County of Essex to include in front of the following locations:

- 1) CR 637 (Fairview Avenue)
- 2) CR 617 (Little Falls Road)
- 3) CR 639 (Grove Avenue)
- 4) CR 527 (Mountain Avenue)
- 5) CR 618 (Reservoir Drive/Normal Avenue)
- 6) CR 641 (Ridge Road)
- 7) CR 616 (Stevens Avenue)
- 8) CR 640 (West/East Bradford Avenue)
- 9) CR 604 (West/East Lindsley Road)

WHEREAS, in order to place these devices at these critical locations involves the County of Essex granting permission to the Township of Cedar Grove to use the roadways' right of ways in accordance with all regulations set forth by the County of Essex; and

WHEREAS, the Township of Cedar Grove authorizes the Township Manager and/or the Chief of Police to enter into a Memorandum of Understanding with the County of Essex thereby allowing placement of Cedar Grove's ALPRs on County property and within right of ways; and

NOW, THEREFORE BE IT RESOLVED, that the Township of Cedar Grove strongly supports the placement of this crime fighting technology at these locations and requests that the County of Essex immediately execute the attached Memorandum of Understanding to allow for automated license plate readers to be placed at the locations covered in the Memorandum of Understanding with all costs being covered by the Township of Cedar Grove or its recognized entities.

The Township Manager reported the MOU would allow the Cedar Grove to tap into nine County poles for the installation of automated license plate readers.

Councilwoman Skabich moved adoption of the resolution, seconded by Councilman Zazzali, and passed by the following vote.

AYE: Councilmember Skabich, Tanella, Zazzali, Deputy Mayor Peterson, Mayor Maceri

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 \$6,255,558.23.

The Township Manager reported \$450,000.00 was going toward the PILOT and \$2,661,345.00 was going toward taxes.

Councilman Tanella moved adoption of the resolution, seconded by Deputy Mayor Peterson and passed by the following vote.

AYE: Councilmember Skabich, Tanella, Zazzali, Deputy Mayor Peterson, Mayor Maceri

NO: None

9. PUBLIC COMMENT

Mayor Maceri opened this portion of the meeting to anyone wishing to be heard.

1. Amy Rehbein – Ms. Ravine requested a lease for Morgan’s Farm to grow flowers for a fundraiser.

Mayor Maceri explained the Council would discuss contractual matters in executive session.

2. Steve Young, 18 Young Ave. – Mr. Young explained he was on the Board of Trustees for the Historical Society. He asked for the feedback on the community garden. He said the area was very overgrown and had not been used in years. He asked if it were possible to get a lease for a small garden for the residents to grow vegetables.

Mayor Maceri reiterated that Council would discuss the matter in Executive Session.

The Township Manager reported he ordered a survey and awaited the response. He reported he awaited the results for soil testing done at the garden. He reported it cost \$1300 per sample and the Township would pay for two samples.

Mr. Young asked why the cost of testing soil was so expensive. The Township Manager responded it was a Green Acres property and the Township wanted to make sure the minimum DEP standards were met.

3. Michele Mega, 41 Essex Rd. – Mrs. Mega, on behalf of the Cedar Grove Softball Team and Ciene Keegan, thanked Members of Council and others who were present during the Ribbon Cutting Ceremony for Eagles Field, formerly known as Blasi Field. She thanked everyone for including the girls in the event and for letting them enjoy their first pitch on the mound.

There being no one else present wishing to be heard, Mayor Maceri 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 in the Executive Session of the Meeting of the Mayor and Council of March 20, 2023.
2. The general nature of the subject matters to be discussed are potential litigation and contract negotiations.
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.

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

AYE: Councilmembers Skabich, Tanella, Zazzali, Deputy Mayor Peterson, Mayor Maceri

NO: None

11. ADJOURNMENT

There being nothing further to discuss, the staff council meeting adjourned at 7:33 p.m. by acclaim.