

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

COUNCIL STAFF MEETING

MINUTES

APRIL 17, 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, Zazzali, Deputy Mayor Peterson, Mayor Maceri
Also Present: Township Manager Zichelli, Township Attorney Nabbie, Township Clerk Forde
Absent: Councilman Tanella

2. APPROVAL OF MINUTES

a) Executive Session – March 6, 2023

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

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

b) Staff Meeting – March 20, 2023

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

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

c) Executive Session – March 20, 2023

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

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

ABSENT: Councilman Tanella

3. **TOWNSHIP MANAGER** – The Township Manager reported that the Township closed on the VFW property. He reported he was holding \$75,000.00 in escrow for remediation. He reported the VFW property would be put on the Green Acres inventory. The Township Manager reported Senator Kristin Corrado was scheduled to host her Constituent Services Office Hours Mobile Unit at the Cedar Grove Library on April 26th from 4PM - 6PM. The Township Manager reported Arbor Day was scheduled for April 28th at Tranquility Park at 4PM. The Township Manager reported the Township would attend the playground dedication for resident, the late Nicky Storms on April 30, 2023 at 11AM near South End School and the Police Department scheduled an Autism Awareness Event for April 15th at Township Hall at 11AM. The Township Manager reported the roof was still being constructed and scaffolding was outside of Town Hall. He reported the cupola was scheduled to be fixed. The Township Manager reported the 32nd Annual Clean Sweep was scheduled for June 4, 2023. The Township Manager requested an Executive Session to discuss litigation.
4. **TOWNSHIP ATTORNEY** – No Report.
5. **TOWNSHIP CLERK** – No Report.

6. COUNCIL REPORTS

Councilwoman Skabich – No Report.

Councilman Zazzali – No Report.

Deputy Mayor Peterson – No Report. Deputy Mayor Peterson announced that in preparation of Councilman Tanella's departure, she would like to honor him by making him Mayor for the day on June 30th. She explained it would be an Open House for residents to come and acknowledge his last day on Council at Town Hall.

Mayor Maceri – Mayor Maceri reported his Office hours were scheduled for Wednesday, May 19th at 9AM. He thanked UNICO for its Easter Egg Hunt. He reported the Autism Awareness Event hosted by the First Responders over the weekend was very informative.

7. NEW BUSINESS

- a) To consider resolution concerning approval of raffle application – St. Catherine of Siena Church.

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

EVENTS, DATES TIMES & PLACE

St. Catherine of Siena Church
 339 Pompton Ave
 Cedar Grove NJ 07009

On-Premise 50/50 Raffle to be held
 June 1st – 3rd, 2023 from 6:00 p.m. to 10:00 p.m. and
 June 4, 2023 from 4:00 p.m. to 8:00 p.m.
 339 Pompton Ave, Cedar Grove NJ 07009

St. Catherine of Siena Church
 339 Pompton Ave
 Cedar Grove NJ 07009

Non-Draw Wheels of Chance to be held
 June 1st – 3rd, 2023 from 6:00 p.m. to 10:00 p.m. and
 June 4, 2023 from 4:00 p.m. to 8:00 p.m.
 339 Pompton Ave, 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 Councilman Zazzali and passed by the following vote:

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

- b) To consider resolution concerning award of contract for professional engineering design services for the rehabilitation of the 2MGD Equalization Tank at the Cedar Grove Wastewater Treatment Facility.

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 the Rehabilitation of the 2 MGD Equalization Tank at the Cedar Grove Wastewater Treatment Facility.

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 June 9, 2021 as follows; and

<u>PROPOSER</u>	<u>AMOUNT</u>
H2M Architects and Engineers	\$24,300.00
CP Engineers	\$49,800.00
Suburban Consulting Engineers	\$83,800.00
CME Associates	\$84,727.00
Neglia Engineering Associates	\$92,520.00

WHEREAS, the Municipal Engineer and Township Attorney have recommended that a contract for the above referenced professional services be awarded to CP Engineers who have agreed, in writing, to not exceed the cost proposal submitted on June 9, 2021; and

WHEREAS, funds are now available for this project in the 2023 Municipal Budget and the CARES Act.

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 CP Engineers of Sparta, NJ, for an amount not to exceed \$49,800.00; 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 the Township Council introduced an Ordinance for allocating the CARES Act. He reported this resolution was part of the rehabilitation tank and sewer funds.

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

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

- c) To consider resolution codifying various stipend positions for Employees of the Township of Cedar Grove.

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

A RESOLUTION CODIFYING VARIOUS STIPEND POSITIONS FOR EMPLOYEES OF THE TOWNSHIP OF CEDAR GROVE.

WHEREAS, the Township of Cedar Grove appreciates the enhanced knowledge and skillset of employees with advanced certifications and training; and

WHEREAS, residents of the Township of Cedar Grove benefit from the service these employees are able to provide with advanced certifications and training; and

WHEREAS, the Township of Cedar Grove will continue to invest in Township employees who desire to attain advanced certifications and training;

WHEREAS, Township of Cedar Grove wishes to codify these yearly stipends in a resolution; and

WHEREAS, this codification may, from time to time, change, which can be memorialized in a writing by the Township Manager to be later codified in a subsequent resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Township of Cedar Grove hereby codifies those stipend positions delineated below.

- 1) Joseph Cirasa: Deputy OEM Coordinator: \$2,175
- 2) Joseph Cafarella: Senior Citizen Advisor: \$500
- 3) Suzanne Verrengia: Deputy Registrar: \$500
- 4) Cienne Keegan: Licensed Pool Operator: \$500
- 5) Michael Grasso: License Stipends: \$4,500
- 6) Joseph Johnson: Detective/Crime Prevention Officer: \$2,750
- 7) Robert McDermott: Detective: \$2,000
- 8) John Smigelsky: Detective: \$2,000
- 9) Carolyn Lynch: National Night Out Coordinator: \$500
- 10) Jeffrey McElroy: OEM Coordinator: \$6,000
- 11) Francis Pumphrey: Traffic Officer: \$450
- 12) Marisa Landolfi: Website Coordinator/MAC Coordinator: \$7,000
- 13) Gerald Vitiello: License Stipend: \$500
- 14) Peter DiGeronimo: License Stipend: \$500
- 15) Robert Mesce: License Stipend: \$500
- 16) Thomas Resciniti: License Stipend: \$500
- 17) Jeffrey Bailey: License Stipend: \$500
- 18) David Webb: License Stipend: \$500 19) William Hunter License Stipend: \$500
- 20) Robbie Bahaw: License Stipend: \$500
- 21) Steven Mattia: License Stipend: \$500
- 22) Michael McElroy: License Stipend: \$500
- 23) James Lavin: License Stipend: \$500
- 24) David Burdett: License Stipend: \$500 25) Daniel Donovan: License Stipend: \$500

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

The Township Manager reported this resolution was provided for auditing purposes.

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

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 \$6,155,058.87.

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

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

NO: None

ABSENT: Councilman Tanella

9. PUBLIC COMMENT

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

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 April 17, 2023.
2. The general nature of the subject matter to be discussed is 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.

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

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

NO: None

ABSENT: Councilman Tanella

11. ADJOURNMENT

There being nothing further to discuss, the staff council meeting adjourned at 7:13 p.m. by acclain.