

**WORKSHOP MEETING
OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS WAS
HELD THIS EVENING IN THE MUNICIPAL BUILDING**

Monday, February 12, 2024

Council President Sgobba called the meeting to order at 7:00 p.m. with the following members present: Christine Hablitz, Michael Murphy, Jayna Patel, and Christopher Vancheri. Also present were Mayor James Damiano, Township Attorney Joseph Wenzel, Township Administrator Charles Cuccia, Assistant Administrator Vincent Quatrone, Municipal Clerk Cynthia Kraus, and Deputy Clerk Melissa DePiro.

Absent: None.

Township Employees present: Police Chief Bryan Prall.

SALUTE TO THE FLAG – Council President SGOBBA requested all stand for a moment of silence to recognize the passing of Little Falls resident Joseph Coyle who served 25 years in the LF Police Department and the recent passing of Sheriff Berdnik.

STATEMENT OF PUBLIC NOTICE: Take notice that adequate notice of this meeting has been provided in accordance with N.J.S.A. 10:4-8 and N.J.S.A. 10:4-10 as follows: A notice of the meeting was prominently posted on the bulletin board at the Municipal Building, located at 225 Main Street, Little Falls, N.J. on January 4, 2024. A copy of the notice was mailed to the North Jersey Herald and News and The Record on the same date. Additionally, a copy of the notice was filed in the office of the Township Clerk on said date. **A link and a telephone number to join the meeting virtually can be accessed on the Township website at www.lfnj.com. Electronic provisions have been established for the public to participate during the public comment portion of the meeting.**

PROCLAMATION RECOGNIZING BLACK HISTORY MONTH – At this time, Mayor Damiano read the Proclamation recognizing the month of February 2024 as Black History Month in the Township of Little Falls.

PUBLIC COMMENT – GENERAL MATTERS AND AGENDA ITEMS

Anyone wishing to address the Township Council may do so through the Council President. It is preferred if you give your name and address for the record. Comments are to be limited to three minutes, however, if appropriate, you may be granted additional time in the sole discretion of the Council President.

Members of the public who have joined the meeting virtually and desire to provide comment shall raise their virtual hand in the Zoom application. The Meeting moderator will queue the members of the public that wish to provide comment and the Council President will recognize them in order. Members of the public who have joined the meeting by calling in must press *6 to mute and unmute themselves and *9 to raise their hand. Members of the public who have joined the Meeting via the Zoom application must click the Reactions icon and then the Raise Hand icon. Once the process is complete, we will return to the regular order of business.

It was moved by Councilmember Vancheri, seconded by Councilmember Hablitz, that the meeting be and it was opened to the public.

Poll: Ayes: Hablitz, Murphy, Patel, Vancheri and Council President Sgobba
 Nays: None

The Council President declared the motion passed.

No one having come forward to be heard, it was moved by Councilmember Patel, seconded by Councilmember Vancheri, that the meeting be and it was closed to the public.

Poll: Ayes: Hablitz, Murphy, Patel, Vancheri and Council President Sgobba
 Nays: None

The Council President declared the motion passed.

ITEMS TO BE DISCUSSED:

MAYOR/ADMINISTRATOR: Mayor Damiano provided a storm update in consideration of the pending snowstorm. The Mayor noted the DPW is ready and that residents must remove their cars off the streets. The Mayor also announced the light pole for the intersection of Main Street and Stevens Avenue has arrived; traffic may be diverted where the pole will be installed.

1. RESOLUTIONS AUTHORIZING AFFORDABILITY ASSISTANCE GRANT WITH RENTERS OF AFFORDABLE HOUSING UNITS (RESOLUTIONS A-D)- The Mayor reviewed the routine nature of these resolutions to assist with affordable housing.
2. RESOLUTION AUTHORIZING TOWNSHIP TO APPLY FOR FUNDS FROM NJDCA UNDER ROID GRANT PROGRAM – Mayor Damiano explained the Resolution which involves a grant afforded to the Library to help provide services.
3. RESOLUTION AUTHORIZING SHARED SERVICE AGREEMENT WITH THE BOROUGH OF WOODLAND PARK FOR QPA SERVICES – The Mayor reviewed the annual nature of the Resolution. Mr. Cuccia then explained the role of the Qualified Purchasing Agent and as it relates to thresholds of purchasing.
4. RESOLUTION APPROVING CHANGE ORDER FOR IMPROVEMENTS TO STINSON PLACE – DECREASE OF \$9,123.12 – The Mayor highlighted the change order which resulted in a decrease in the project cost.

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ACTION ITEMS:

It was moved by Councilmember Murphy, seconded by Councilmember Hablitz, to approve Resolutions A through H:

Affordability Assistance Grant – 405 Main St. Unit 433

**RESOLUTION [A] 24-02-12 - #1
RESOLUTION AUTHORIZING AFFORDABILITY ASSISTANCE GRANT WITH THE RENTER OF AN
AFFORDABLE HOUSING UNIT LOCATED 405 MAIN ST, UNIT 443, LITTLE FALLS, NJ 07424**

WHEREAS, Anyily Agudelo [will rent/rents] property located at 405 Main St, Unit 443, Little Falls, NJ 07424, which property is governed by the statutes, ordinances, rules and regulations restricting ownership and use of the property as an Affordable Housing unit; and **WHEREAS**, the tenant has requested an Affordability Assistance Program grant from the Affordable Housing Trust Fund; and **WHEREAS**, the Township is willing to extend a grant to the tenant in the amount of \$925.00. **NOW THEREFORE BE IT RESOLVED** on this 12th day of February, 2024, by the Township Council of Little Falls, County of Passaic, State of New Jersey, that:

1. The Mayor, Administrator, Clerk and attorney are hereby authorized to execute an Affordability Assistance Program grant with the renter of an Affordable Housing unit at 405 Main St, Unit 443, Little Falls, NJ 07424.

Affordability Assistance Grant – 405 Main St. Unit 435

**RESOLUTION [B] 24-02-12 - #2
RESOLUTION AUTHORIZING AFFORDABILITY ASSISTANCE GRANT WITH THE RENTER OF AN
AFFORDABLE HOUSING UNIT LOCATED 405 MAIN ST, UNIT 435, LITTLE FALLS, NJ 07424**

WHEREAS, Kissety Rosario [will rent/rents] property located at 405 Main St, Unit 435, Little Falls, NJ 07424, which property is governed by the statutes, ordinances, rules and regulations restricting ownership and use of the property as an Affordable Housing unit; and **WHEREAS**, the tenant has requested an Affordability Assistance Program grant from the Affordable Housing Trust Fund; and **WHEREAS**, the Township is willing to extend a grant to the tenant in the amount of \$1,358.00. **NOW THEREFORE BE IT RESOLVED** on this 12th day of February, 2024, by the Township Council of Little Falls, County of Passaic, State of New Jersey, that:

1. The Mayor, Administrator, Clerk and attorney are hereby authorized to execute an Affordability Assistance Program grant with the renter of an Affordable Housing unit at 405 Main St, Unit 435, Little Falls, NJ 07424.

Affordability Assistance Grant – 405 Main St. Unit 110

**RESOLUTION [C] 24-02-12 - #3
RESOLUTION AUTHORIZING AFFORDABILITY ASSISTANCE GRANT WITH THE RENTER OF AN
AFFORDABLE HOUSING UNIT LOCATED 405 MAIN ST, UNIT 110, LITTLE FALLS, NJ 07424**

WHEREAS, Wilfredo Morales [will rent/rents] property located at 405 Main St, Unit 110, Little Falls, NJ 07424, which property is governed by the statutes, ordinances, rules and regulations restricting ownership and use of the property as an Affordable Housing unit; and **WHEREAS**, the tenant has requested an Affordability Assistance Program grant from the Affordable Housing Trust Fund; and **WHEREAS**, the Township is willing to extend a grant to the tenant in the amount of \$1,358.00. **NOW THEREFORE BE IT RESOLVED** on this 12th day of February, 2024, by the Township Council of Little Falls, County of Passaic, State of New Jersey, that:

1. The Mayor, Administrator, Clerk and attorney are hereby authorized to execute an Affordability Assistance Program grant with the renter of an Affordable Housing unit at 405 Main St, Unit 110, Little Falls, NJ 07424.

Affordability Assistance Grant- 405 Main St. Unit 232

**RESOLUTION [D] 24-02-12 - #4
RESOLUTION AUTHORIZING AFFORDABILITY ASSISTANCE GRANT WITH THE RENTER OF AN
AFFORDABLE HOUSING UNIT LOCATED 405 MAIN ST, UNIT 232, LITTLE FALLS, NJ 07424**

WHEREAS, Carina arias [will rent/rents] property located at 405 Main St, Unit 232, Little Falls, NJ 07424, which property is governed by the statutes, ordinances, rules and regulations restricting ownership and use of the property as an Affordable Housing unit; and **WHEREAS**, the tenant has requested an Affordability Assistance Program grant from the Affordable Housing Trust Fund; and **WHEREAS**, the Township is willing to extend a grant to the tenant in the amount of \$578.00. **NOW THEREFORE BE IT RESOLVED** on this 12th day of February, 2024, by the Township Council of Little Falls, County of Passaic, State of New Jersey, that:

1. The Mayor, Administrator, Clerk and attorney are hereby authorized to execute an Affordability Assistance Program grant with the renter of an Affordable Housing unit at 405 Main St, Unit 232, Little Falls, NJ 07424.

Application for NJDCA Funds Under ROID Grant Program

**TOWNSHIP OF LITTLE FALLS
PASSAIC COUNTY, NJ
RESOLUTION NO. [E] 24-02-12 - #5**

**TITLE: RESOLUTION AUTHORIZING THE TOWNSHIP TO APPLY FOR FUNDS FROM THE NEW JERSEY DEPARTMENT
OF COMMUNITY AFFAIRS UNDER THE FY2024 RECREATIONAL OPPORTUNITIES FOR INDIVIDUALS WITH
DISABILITIES (ROID) GRANT PROGRAM**

WHEREAS, there is a need to provide recreation and leisure services for individuals with disabilities in the Township of Little Falls; and

WHEREAS, the Recreational Opportunities for Individuals with Disabilities (ROID) Grant supports projects that will provide these services to people with disabilities in our community by offering the ROID Grant Program; and

WHEREAS, the Township of Little Falls wishes to provide individuals with disabilities in need these services being offered under this grant program; and

WHEREAS, the Township of Little Falls desires to submit a grant application to the Department of Community Affairs for the FY2024 Recreational Opportunities for Individuals with Disabilities Grant Program for approximately \$20,000; and

WHEREAS, the Township of Little Falls recognizes and accepts that the Department may offer a lesser or greater amount, therefore upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Little Falls and the New Jersey Department of Community Affairs.

NOW, THEREFORE BE IT RESOLVED by the Municipal Council of the Township of Little Falls that:

1. The Township of Little Falls authorizes the submission of the grant for funding; and
2. These funds will be used by the Little Falls Public Library to provide services for individuals with disabilities; and

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3. The Municipal Council approves the allocation of the required 20% matching funds for this grant opportunity, which will be provided by the Little Falls Public Library.

BE IT FURTHER RESOLVED that the persons whose names, titles, and signatures appear below are authorized to sign the application and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

Shared Service Agreement with Woodland Park for QPA Services

RESOLUTION [F] 24-02-12 - #6

RESOLUTION AUTHORIZING A SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF LITTLE FALLS AND THE BOROUGH OF WOODLAND PARK FOR THE SERVICE OF QUALIFIED PURCHASING AGENT

WHEREAS, the Township of Little Falls (Township) desires to contract with the Borough of Woodland Park (Borough) to provide for the services of Qualified Purchasing Agent for the term expiring December 31, 2024; and

WHEREAS the Township of Little Falls has the resources to provide all of the stated services; and

WHEREAS, the Township and Woodland Park reached an agreement in accordance with N.J.S.A. 40A:65-1, *et seq.* (“Uniform Shared Services and Consolidation Act”), whereby the Township of Little Falls would provide services subject to this agreement;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Township of Little Falls, County of Passaic, State of New Jersey, do hereby authorize the Mayor to execute the Shared Services Agreement on behalf of the Township with the Borough of Woodland Park for the services of a licensed Qualified Purchasing Agent, for the term expiring on December 31, 2024, in an amount not to exceed \$5,000.00.

Change Order for Improvements to Stinson Place

RESOLUTION [G] 24-02-12 - #7

RESOLUTION AWARDED CHANGE ORDER TO DLS CONTRACTING, INC. FOR THE IMPROVEMENTS TO STINSON PLACE CONTRACT

WHEREAS, the Township Council has received a recommendation from the Township Special Project Engineer, Boswell Engineering, regarding the contract for the Improvements to Stinson Place to change contract items as listed in the original specification; and

WHEREAS, the Township Council has considered this recommendation in accordance with N.J.A.C. 5:30-1 *et seq.* and the Local Public Contracts Law; and

WHEREAS, the Township Council has a contract with DLS Contracting, Inc. for Improvements to Stinson Place, which were awarded by public bidding under the Local Public Contracts Law.

NOW, THEREFORE, BE IT RESOLVED, that the Township Council authorizes a change order to DLS Contracting, Inc. decreasing the contract amount in the amount of \$9,123.12, making the revised contract amount \$43,029.73.

Bill List

RESOLUTION [H] 23-02-12 - #8

BE IT RESOLVED by the Township Council of the Township of Little Falls the Council having received the Treasurer’s certification of the availability of funds for payment of all bills presented, that payment of all bills approved by the Finance Committee be and is hereby authorized, subject to the availability of funds and subject to the appropriate and available appropriation in the line item.

Councilmember HABLITZ provided more detail on the ROID grant program which will accommodate life and cooking programs for individuals with and without disabilities. Councilmember HABLITZ added that the Library is also looking into partnering with other organizations in the County and School #1. Council President SGOBBA asked the Council to entertain picking up the \$500 cost the Library would have to provide as part of the grant. Discussion ensued regarding the procedure for the Township to provide the funds for the Library. Mr. Cuccia and Mr. Wenzel were directed to collaborate on the technical part of providing the funds.

Poll: Ayes: Hablitz, Murphy, Patel, Vancheri and Council President Sgobba
Nays: None

The Council President declared the motion passed.

APPLICATIONS

It was moved by Councilmember Murphy, seconded by Councilmember Vancheri to approve the following:

RAFFLE, BANYAN UPPER SCHOOL, ON-PREMISE 50/50, 3/8/24, 7:00 P.M.-9:30 P.M., 471 MAIN STREET, LITTLE FALLS

RAFFLE, LITTLE FALLS SCHOOL #1 PTA, ON-PREMISE 50/50, 3/16/24, 4 WOODHULL AVENUE, LITTLE FALLS

LITTLE FALLS FIRE DEPARTMENT AUXILIARY APPLICATION, JIMMY BASUF, LITTLE FALLS FIRE DEPARTMENT

Poll: Ayes: Hablitz, Murphy, Patel, Vancheri and Council President Sgobba
Nays: None

The Council President declared the motion passed.

NEW BUSINESS

Ordinance No. 1475- The public hearing on Ordinance No. 1475, “**ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS, IN THE COUNTY OF PASSAIC, STATE OF NEW JERSEY, AMENDING THE TOWNSHIP CODE CHAPTER 136, NOISE,**” be and it was opened.

As no comments from the public were received, the public hearing on Ordinance No. 1475 be and it was closed.

Poll: Ayes: Hablitz, Murphy, Patel, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

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It was moved by Councilmember Hablitz, seconded by Councilmember Vancheri, that Ordinance No. 1475 be and it was adopted.

Poll: Ayes: Hablitz, Murphy, Patel, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

Ordinance No. 1476- The public hearing on Ordinance No. 1476, “**ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS, IN THE COUNTY OF PASSAIC, STATE OF NEW JERSEY, AUTHORIZING THE PRIVATE SALE OF MUNICIPAL PROPERTY LOCATED AT JACKSON STREET, AND OTHERWISE KNOWN AS BLOCK 225, LOT 13 IN ACCORDANCE WITH N.J.S.A. 40A:12-13 (b),**” be and it was opened.

As no comments from the public were received, the public hearing on Ordinance No. 1476 be and it was closed.

Poll: Ayes: Hablitz, Murphy, Patel, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

It was moved by Councilmember Vancheri, seconded by Councilmember Murphy, that Ordinance No. 1476 be and it was adopted.

Poll: Ayes: Hablitz, Murphy, Patel, Vancheri, and Council President Sgobba
Nays: None

The Council President declared the motion passed.

NEW BUSINESS

Ordinance No. 1477 - It was moved by Councilmember Patel, seconded by Councilmember Hablitz, that there be introduced and the meeting of March 11, 2024 set as the date for the public hearing of the following:

**ORDINANCE NO. 1477
ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS IN THE COUNTY OF PASSAIC, STATE OF NEW JERSEY, AMENDING THE TOWNSHIP CODE CHAPTER 71 FEES**

WHEREAS, the Township of Little Falls (“Township”) is a public body corporate and politic of the State of New Jersey; and
WHEREAS, the Township’s Code of General Ordinances (“Code”) currently provides for the regulation of its Fees in the Township;
WHEREAS, the municipal council (“Municipal Council”) of the Township has determined to amend Chapter 71 of the Code entitled

Fees; and

WHEREAS, the Municipal Council has determined to amend said Chapter of the Code as follows:
71-2 Fees Schedule
Chapter 143 Parks and Recreation Facilities

Farmers Market Vendor Fees:

At the discretion of the CFO, annually.
Full Time Vendor (All 24 Markets): \$25 - \$45 Per Market
Part Time Vendor (11-23 Total Markets): \$30 - \$50 Per Market
Guest Vendor (1-10 Total Markets): \$35 - \$55 Per Market

Farmers Market Tote Bag Sponsorship Fees:

At the discretion of the CFO, annually.
Planter: \$100 - \$500 (First 12 Markets)
Harvester: \$100 - \$500 (Second 12 Markets)

136. XI. Consistency, Severability and Repealer

(A) If any provision or portion of a provision of this ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the ordinance shall not be invalidated.

(B) All ordinances or parts of ordinances, which are inconsistent with any provisions of this ordinance, are hereby repealed as to the extent of such inconsistencies.

(C) No provision of this ordinance shall be construed to impair any common law or statutory cause of action, or legal remedy there from, of any person for injury or damage arising from any violation of this ordinance or from other law.

NOW, THEREFORE, BE IT ORDAINED by the Municipal Council of the Township of Little Falls, Passaic County, State of New Jersey, as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Municipal Council hereby amends Chapter 71 of the Code entitled Fees of the Code of the Township of Little Falls.
3. It is the intent of the Municipal Council to incorporate the additions and/or supplements contained in this Ordinance in to the Code. All of the remaining provisions in Chapter 71 of the Code entitled Fees of the Code shall remain unchanged and have full force and legal effect. All other ordinances enacted and inconsistent herewith are hereby modified pursuant to the terms of this Ordinance.
4. If any section, paragraph, subdivision, clause, sentence, phrase or provision of this Ordinance is declared unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.
5. A copy of this Ordinance shall be available for public inspection at the offices of the Township Clerk.
6. This Ordinance shall take effect after twenty (20) days of its final passage by the Municipal Council, upon approval by the Mayor and publication as required by law.

COUNCIL TOPICS FOR DISCUSSION

Councilmember VANCHERI expressed his condolences on the passing of Sheriff Berdnik. Councilmember VANCHERI announced the Township will host its first ever Ramadan lighting ceremony on March 9th at Wilmore Park. A food collection will also be taken up with donations to go to St. Agnes. In response to resident input, Councilmember VANCHERI discussed the possibility of re-evaluating the length of parking time allotments allowed on Main Street. Council President SGOBBA reminded to take into consideration that some business on Main Street may take longer than two hours.

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Councilmember MURPHY provided a status report on the Township calendar and noted the Domestic Violence Prevention Committee Meeting will be on Zoom due to the impending storm. The Domestic Violence Prevention Committee is also considering conducting a Dine to Donate fundraiser with more information forthcoming.

Councilmember HABLITZ thanked the Council for providing the \$500 for the ROID grant. She then commented on Library events including Love Your Dog with Treats, and the presence of the Passaic County Clerk’s office to provide services such as notary and Veteran IDs. Councilmember HABLITZ announced Wilmore Park demolition is slated to begin in the next two weeks and should be completed by the end of April. Lastly, Councilmember HABLITZ noted that planning has begun for this year’s Farmers Market which will begin May 19th.

Councilmember PATEL reviewed upcoming events provided by the Clifton Health Department including a free dental clinic for children under the age of 18. The Clifton Health Department will also be at the Library as a resource for patrons on February 22nd. Lastly, a presentation on heart health will be held at the Library on February 20th.

Chief Prall commented on the passing of Joseph Coyle and highlighted his service to the Police Department.

Council President SGOBBA announced the Senior Advisory Committee will sponsor Dinner and Dancing on February 14th. Additionally, another veteran has been added to the Hometown Hero Banner program. Council President SGOBBA reported the Business Administrator and Mayor supplied a list of upcoming capital projects for review by the Finance Committee. The list will then be shared with the Council to determine what projects will be undertaken in the future.

PUBLIC COMMENT – AGENDA ITEMS ONLY

Anyone wishing to address the Township Council may do so through the Council President. It is preferred if you give your name and address for the record. Comments are to be limited to three minutes, however, if appropriate, you may be granted additional time at the sole discretion of the Council President.

Members of the public who have joined the meeting virtually and desire to provide comment shall raise their virtual hand in the Zoom application. The Meeting moderator will queue the members of the public that wish to provide comment and the Council President will recognize them in order. Members of the public who have joined the meeting by calling in must press *6 to mute and unmute themselves and *9 to raise their hand. Members of the public who have joined the Meeting via the Zoom application must click the Reactions icon and then the Raise Hand icon. Once the process is complete, we will return to the regular order of business.

It was moved by Councilmember Vancheri, seconded by Councilmember Hablitz, that the meeting be and it was opened to the public.

Poll: Ayes: Hablitz, Murphy, Patel, Vancheri and Council President Sgobba
Nays: None

The Council President declared the motion passed.

No one having come forward to be heard, it was moved by Councilmember Patel, seconded by Councilmember Vancheri, that the meeting be and it was closed to the public.

Poll: Ayes: Hablitz, Murphy, Patel, Vancheri and Council President Sgobba
Nays: None

The Council President declared the motion passed.

There being no further business to come before the meeting, it was moved by Councilmember Hablitz, seconded by Councilmember Vancheri, that the meeting be and it was adjourned at 7:36 p.m.

Cynthia Kraus
Municipal Clerk