

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

**Monday, February 14, 2022**

Council President Sgobba called the meeting to order at 7:00 p.m. with the following members present: Christine Hablitz, Albert Kahwaty, Tanya Seber Christopher Vancheri. Also present were Mayor James Damiano, Township Attorney Joseph Wenzel, Township Engineer Tom Lemanowicz, and Deputy Clerk Melissa DePiro.

Absent: Municipal Clerk Cynthia Kraus and Township Administrator Charles Cuccia.

Township Employees present: None.

**SALUTE TO THE FLAG** – Following the Salute to the Flag, Council President SGOBBA requested all stand to recognize the passing of resident and Fire Department member John Herman.

**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 14, 2022. 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. **This meeting is being conducted under the circumstances surrounding the COVID-19 health situation. Only 25 members of the public will be allowed to attend the meeting in person. A link and a telephone number to join the meeting virtually can be accessed on the Township website at [www.lfnj.com](http://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 February 2022 as Black History Month in the Township of Little Falls.

**RADON AWARENESS MONTH PROCLAMATION** – Mayor Damiano then read the Proclamation recognizing the month of February 2022 as Radon Awareness Month in the Township of Little Falls.

**MAYOR’S APPOINTMENT OF ROBERT PRALL AS OEM COORDINATOR FOR A THREE-YEAR TERM EXPIRING 12/31/2024 WITH ADVICE AND CONSENT OF COUNCIL** – Mayor Damiano stated he has filled the role as acting OEM Coordinator upon the retirement of Dan Gianduso until a replacement could be found.

It was moved by Councilmember Kahwaty, seconded by Councilmember Hablitz to approve the appointment of Robert Prall as OEM Coordinator for a three-year term expiring 12/31/2024.

Poll:           Ayes:   Hablitz, Kahwaty, Seber, Vancheri and Council President Sgobba  
                  Nays:   None

The Council President declared the motion passed.

**PUBLIC COMMENT – GENERAL MATTERS**

Anyone wishing to address the Township Council may do so through the Council President. Please 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. Please give your name and address for the record. Once the process is complete, we will return to the regular order of business.

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

Poll:           Ayes:   Hablitz, Kahwaty, Seber, 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 Seber, seconded by Councilmember Hablitz, that the meeting be and it was closed to the public.

Poll:           Ayes:   Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba  
                  Nays:   None

The Council President declared the motion passed.

**ITEMS TO BE DISCUSSED:**

**MAYOR/ADMINISTRATOR:**

1. RESOLUTION AUTHORIZING MUNICIPAL ALLIANCE PROGRAM FUNDING– Mayor Damiano explained the annual nature of the resolution to obtain funding for the Municipal Alliance Program.
2. RESOLUTION AUTHORIZING PETTY CASH FUND FOR RECREATION DEPARTMENT – Mayor Damiano elaborated upon the petty cash fund and how the establishment of such would facilitate reimbursement to the Recreation Department for small expenses incurred from meetings held by the Township’s regularly scheduled senior citizen meetings.
3. RESOLUTION AWARDING CHANGE ORDER FOR GYMNASIUM FLOOR PROJECT AT THE RECREATION CENTER – Mayor Damiano recalled issues with the gymnasium floor during renovation and stated this project went slightly over the estimated cost, resulting in a change order for \$3250 and total cost of \$262,312.00.
4. ORDINANCE NO. 1430 – PARKING MODIFICATIONS ON HARRISON STREET – In response to issues brought forth regarding parking and signage on Harrison Street in late 2021, Mayor Damiano identified that review of the existing Ordinance warranted an update to address those concerns.
5. ORDINANCE NO. 1431 – FEE ORDINANCE AMENDMENT FOR RECREATION DEPARTMENT – Mayor Damiano outlined fees for men’s and women’s softball team sponsorships will cost \$300 per season per team and men’s basketball team sponsorships will cost \$300 per sponsorship per season per team.

**ACTION ITEMS:**

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

Resolution Authorizing Municipal Alliance Program Funding

**RESOLUTION [A] 22-02-14 - #1  
GOVERNOR’S COUNCIL ON ALCOHOLISM AND DRUG ABUSE  
FISCAL GRANT CYCLE JULY 2020-JUNE 2025**

**WHEREAS**, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, the Township Council of the Township of Little Falls, County of Passaic, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and,

**WHEREAS**, the Township Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

**WHEREAS**, the Township Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Passaic;

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Little Falls, County of Passaic, State of New Jersey hereby recognizes the following:

1. The Township Council does hereby authorize submission of a strategic plan for the Little Falls Municipal Alliance grant for the period of July 1, 2022 to June 30, 2023 (FY2023) in the amount of:

DEDR	\$8,276.48
Cash Match	\$2,069.12
In-Kind	\$6,207.36
2. The Township Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including administrative compliance and audit requirements.

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Authorizing Establishment of Petty Cash Fund for Recreation Department

**RESOLUTION [B] 22-02-14 #2  
RESOLUTION AUTHORIZING THE RECREATION DEPARTMENT TO ESTABLISH AND MAINTAIN A PETTY CASH FUND  
IN THE AMOUNT OF \$250.00**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund for the Recreation Department of the Township of Little Falls; and

**WHEREAS**, said Petty Cash Fund is established by this resolution dated February 14,2022 by the council of the Township of Little Falls; and

**WHEREAS**, the Township Clerk will file this Petty Cash Fund resolution requesting approval from the Director of Local Government Services; and

**WHEREAS**, it is the desire of the Council that said fund be established and be allowed to continue under the control of the Recreation Department,

**NOW THEREFORE, BE IT RESOLVED**, by the council of the Township of Little Falls, County of Jersey, State of New Jersey as follows: 1. The CFO shall establish a checking account for the purposes of this petty cash fund.2. Tyler Passero, Deputy Recreation Director, be and is hereby appointed custodian of petty cash and is authorized and permitted to maintain a Petty Cash Fund in the amount not to exceed \$250.00 pursuant to the provisions of N.J.S.A. 40A:5-21. Said Petty Cash Fund will be used by such office or department to pay claims for immediate needs not to exceed \$50.00 per transaction 3. The custodian is covered by the employee blanket bond and will maintain said Fund in accordance with the laws and regulations governing its operation.

The Clerk of the Township of Little Falls County of Passaic is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

Change Order to Dynamic Sports Construction for Recreation Center Gymnasium Floor Project

**RESOLUTION [C] 21-02-14 - #3  
RESOLUTION AWARDING CHANGE ORDER TO DYNAMIC SPORTS CONSTRUCTION, INC.  
FOR THE REMOVAL AND REPLACEMENT OF THE GYMNASIUM FLOOR AT THE  
LITTLE FALLS RECREATION CENTER PROJECT**

**WHEREAS**, the Township Council has received a recommendation from the Township Special Project Engineer, Boswell Engineering, regarding the Removal and Replacement of the Gymnasium Floor at the Little Falls Recreation Center contract 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

**Meeting of February 14, 2022**

**WHEREAS**, the Township Council has a contract with Dynamic Sports Construction, Inc. for the Removal and Replacement of the Gymnasium Floor at the Little Falls Recreation Center project, which was awarded by public bidding under the Local Public Contracts Law.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Council authorizes a change order to Dynamic Sports Construction, Inc. increasing the contract price by \$3,250.00, making the revised contract amount \$262,312.00.

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Bill List

**RESOLUTION [D] 22-02-14 - #4**

**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.

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Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri and Council President Sgobba  
Nays: None

The Council President declared the motion passed.

**NEW BUSINESS**

Ordinance No.1430 - It was moved by Councilmember Vancheri, seconded by Councilmember Seber, that there be introduced and the meeting of March 14, 2022 set as the date for the public hearing of the following:

**ORDINANCE NO. 1430**

**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 7 ENTITLED TRAFFIC**

**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 provide vehicular traffic excluded from certain streets in the Township; and

**WHEREAS**, the municipal council (“Municipal Council”) of the Township has determined to amend Chapter 7 entitled Traffic Section 7-13 Parking Prohibited at All Times on Certain Streets as follows;  
7-13 Parking Prohibited at All Times on Certain Streets.

The following described streets or parts of streets are hereby amended as indicated below.

<b>Name of Street</b>	<b>Direction</b>	<b>Location</b>
Harrison Street	East	From Madison Avenue, South to dead end
Harrison Street	West	From Madison Avenue, North to dead end

1. A copy of this Ordinance shall be available for public inspection at the offices of the Township Clerk.
2. This Ordinance shall take effect upon its final passage by the Municipal Council, and approval by the Mayor and publication as required by law.

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Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba  
Nays: None

The Council President declared the motion passed.

Ordinance No.1431 - It was moved by Councilmember Hablitz, seconded by Councilmember Vancheri, that there be introduced and the meeting of March 14, 2022 set as the date for the public hearing of the following:

**ORDINANCE NO. 1431**

**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**

**Men’s & Woman’s Softball Team Sponsorship - \$300.00 Per Season, Per Team**

**Men’s Basketball Team Sponsorship - \$300.00 Per Season, Per Team**

**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.

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Poll: Ayes: Hablitz, Kahwaty, Seber, Vancheri, and Council President Sgobba  
Nays: None

The Council President declared the motion passed.

**Meeting of February 14, 2022**

**COUNCIL TOPICS FOR DISCUSSION**

Councilmember VANCHERI expressed his condolences to the family of John Herman. He thanked the Rotary Club, specifically John Susani, District Governor of the Rotary District 7490, for a large donation of hand sanitizer and N95 masks to residents of Little Falls, Totowa and Woodland Park. Councilmember VANCHERI then discussed preparations for upcoming Memorial Day activities.

Councilmember HABLITZ congratulated Council President SGOBBA and the Senior Advisory Board for a successful Desserts and Dancing event at the Civic Center. With regard to the Library, Councilmember HABLITZ announced a new app program will commence for digital ebooks, audio books and magazines as of February 23, 2022. The Library will host the Passaic County Outreach Services on February 24, 2022 and the next Teen Advisory Board will convene in March.

Councilmember SEBER expressed she was pleased to see the resolution for the Municipal Alliance. She announced invitations for the Farmers Markets have been sent and encouraged interested parties to apply through the Recreation Center.

Council President SGOBBA thanked Phyllis Dillon, Helen Lewis, Janet Cohen, and Nadine Heinis for helping the Senior Advisory Dessert and Dancing event become a success. Council President SGOBBA also thanked the Girl Scout Daisy Troop 98180 who made Valentine cards for the seniors and Deputy Chief Prall, Lieutenant Prall and Detective Vanak who educated seniors on phone scams. Lastly, Council President SGOBBA announced the Senior Advisory Board will host a St. Patrick's Day event on March 16, 2022 from 12-2pm at the Civic Center.

Councilmember KAHWATY discussed the recent announcement of funding for the Peckman River. He highlighted the SOS Program (Shoveling Out Seniors) and encouraged volunteers to sign up and be paired with local seniors who need assistance shoveling out during snowstorms. Lastly, Councilmember KAHWATY stated the Domestic Violence Prevention Committee met with members of the Police Department to plan upcoming events.

**PUBLIC COMMENT – AGENDA ITEMS ONLY**

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

Poll:           Ayes:   Hablitz, Kahwaty, Seber, 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 Seber, seconded by Councilmember Hablitz, that the meeting be and it was closed to the public.

Poll:           Ayes:   Hablitz, Kahwaty, Seber, 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 Kahwaty, seconded by Councilmember Vancheri, that the meeting be and it was adjourned at 7:26 p.m.

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Cynthia Kraus  
Municipal Clerk