

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

**Monday, January 9, 2023**

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, Municipal Clerk Cynthia Kraus, and Deputy Clerk Melissa DePiro.

Absent: None.

Township Employees present: Police Chief Bryan Prall.

**SALUTE TO THE FLAG**

**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 December 27, 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. **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.**

**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. Please give your name and address for the record. Once the process is complete, we will return to the regular order of business.

**PROCLAMATION RECOGNIZING CERVICAL CANCER AWARENESS MONTH** – At this time, Mayor Damiano read the Proclamation recognizing January 2023 as Cervical Cancer Awareness Month in the Township of Little Falls.

**PROCLAMATION RECOGNIZING HOLOCAUST REMEMBRANCE DAY** – Mayor Damiano then read the Proclamation recognizing January 27, 2023 as International Holocaust Remembrance Day in the Township of Little Falls.

It was moved by Councilmember Hablitz, seconded by Councilmember Vancheri, 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 Murphy, seconded by Councilmember Hablitz, 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:**

1. RESOLUTION APPROVING EXTENSION OF 2023 1<sup>ST</sup> QUARTER TAX GRACE PERIOD – As a courtesy to the taxpayers, Mayor Damiano explained the extension of the tax quarter beyond the 10<sup>th</sup> of the month to Feb 13<sup>th</sup> to make sure taxpayers can submit their tax payments in a timely manner.
2. RESOLUTION SPONSORING ENTERPRISE FIRE CO. #2 FOR INSURANCE COVERAGE THROUGH SUBURBAN METRO JOINT INSURANCE FUND – As part of the ordinance with the Fire Department adopted previously by the Council which allowed each fire company to opt into the Township's joint insurance fund, Mayor Damiano explained that individuals within the Company may opt into coverage under the municipality at a nominal cost to the Township. The Mayor noted thus far Company No. 3, and now Company No. 2 have chosen to opt in.
3. RESOLUTION AUTHORIZING PURCHASE OF ROCK SALT UNDER THE SOMERSET COUNTY COOPERATIVE – Mayor Damiano then discussed the rationale for opting in co-ops for better pricing of

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various products. Mayor Damiano elaborated upon the agreement with the County regarding the storage and replenishment of rock salt at the DPW to allow for more efficient and timely salting and plowing of roads in the Township.

Mayor Damiano discussed scheduling a meeting with the Township Planner regarding the density requirements that exist pursuant to the different zoning ordinances throughout the Town. He noted the Planning Board has little guidance in regard to density in the various zones for residential units and recommended the Council provide guidance for what density should be in each zone when residential units are considered by a developer and what it should be capped at. Mayor Damiano also requested Council President SGOBBA join him in meeting with the Township Planner.

### **ACTION ITEMS:**

It was moved by Councilmember Vancheri, seconded by Councilmember Murphy, to approve Resolutions A through C:

#### Extension of 2023 1<sup>st</sup> Quarter Tax Grace Period

**RESOLUTION [A] 23-01-09 #1  
COUNCIL APPROVAL FOR 2023 1<sup>ST</sup> QUARTER TAX GRACE PERIOD FROM  
FEBRUARY 10, 2023 EXTENDED TO FEBRUARY 13, 2023**

**WHEREAS**, Resolution (S) 23-01-04 #2 paragraph under **NOW, THEREFORE, BE IT RESOLVED.** shall amend the 10-day grace period for this tax quarter from February 10, 2023 to February 13, 2023; and

**WHEREAS**, 1<sup>st</sup> Quarter 2023 taxes due February 1, 2023 must be received by our Tax Collector in person at the counter, mail or drop box by 3:00 p.m. on or before February 13<sup>th</sup> and online tax payments must be processed before 8:00 p.m. on Feb. 13<sup>th</sup>; any payments after these times will be subject to 8/18% interest and calculated back to the due date of February 1, 2023; and

**WHEREAS**, any account that has a third-party lien on it the taxpayer has priority over the lienholder with paying the 1<sup>st</sup> Quarter taxes due Feb. 1<sup>st</sup> until the grace period extension ends on February 13, 2023; and

**NOW, THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Little Falls, County of Passaic, State of New Jersey that the 1<sup>st</sup> Quarter 2023 tax grace period is extended from February 10, 2023 to February 13, 2023 along with the above stipulations.

#### Sponsoring Enterprise Co. #2, Inc. Coverage Through Suburban Metro Joint Insurance Fund

**RESOLUTION [B] 23-01-09 - # 2  
A RESOLUTION FORMALLY SPONSORING THE ENTERPRISE FIRE CO. #2, INC. FOR PROPERTY AND LIABILITY  
INSURANCE COVERAGE THROUGH THE TOWNSHIP'S MEMBERSHIP IN THE  
SUBURBAN METRO JOINT INSURANCE FUND**

**WHEREAS**, the Township of Little Falls, (hereinafter the Township) is a member of the Suburban Metro Joint Insurance Fund (hereinafter, the Suburban Metro JIF) for all property and casualty coverages; and

**WHEREAS**, the Enterprise Fire Co. #2, Inc. is an all-volunteer not-for-profit organization serving the residents of the Township; and

**WHEREAS**, the Enterprise Fire Co. #2, Inc. meets the underwriting criteria of a Quasi I - Civic Organization in accordance with the Plan of Risk Management promulgated by the JIF and Municipal Excess Liability Fund (MEL), and

**WHEREAS**, the Enterprise Fire Co. #2, Inc. has expressed interest in obtaining coverage for its building and contents located at 17 Paterson Avenue through the Township, thereby both improving coverage and reducing annual insurance cost and as such, completed the necessary application for coverage and provided the applicable supporting documentation.

**NOW, THEREFORE BE IT RESOLVED**, the Mayor and Council of the Township of Little Falls, County of Passaic, State of New Jersey, hereby recognizes and acknowledges the inherent benefit of the Enterprise Fire Co. #2, Inc. as a valuable emergency services organization to the Township and further, supports, endorses and formally approves coverage for the Enterprise Fire Co. #2, Inc. thus extending Property and General Liability coverage in addition to the existing coverage provided for their firematic operations ,and

**BE IT FURTHER RESOLVED**, the Township's Risk Management Consultant is hereby directed, in coordination with the Company Officers and Township Administration, to take the necessary steps with the Suburban Metro JIF for coverage, effective upon expiration of their current Commercial Policy; and

**BE IT FURTHER RESOLVED**, a certified copy of this Resolution shall be forwarded to Professional Insurance Associates, 429 Hackensack Street, P.O. Box 818 Carlstadt, NJ 07072, Risk Management Consultant to the Township.

#### Authorizing Purchase of Rock Salt

**RESOLUTION [C] 23-01-09 - # 3  
ACCEPTING BID AND AWARDING CONTRACT FOR THE VENDORS LISTED BELOW FOR THE 2023 WINTER PRODUCTS  
UNDER SOMERSET COUNTY COOPERATIVE PURCHASING  
CONTRACT PERIOD DECEMBER 1, 2022 THROUGH NOVEMBER 30, 2023**

**WHEREAS**, the Somerset County Purchasing Agent has advised that pursuant to advertising duly made, bids were received by the County of Passaic as lead agency for the Voluntary Cooperative Pricing System for the furnishing and delivery of Bulk Rock Salt, for the Contract period December 1, 2022 to November 30, 2023; and

**WHEREAS**, Somerset County Cooperative as lead agency, based on review of bids and the resulting recommendation, has awarded a master contract for this commodity; and

**WHEREAS**, the Township of Little Falls wishes to participate in the master contract for the purchase of **WINTER PRODUCTS** because the price under Contract No. CC-0054-22 is lower than the prices quoted to the Township by other suppliers; and

**WHEREAS**, the Township Treasurer has provided a Certification of the Availability of Funds pursuant the Local Finance Board; and the appropriation to be charged for this expenditure is Department of Public Works Other Expenses;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Little Falls as follows:

- 1) That the following bids be awarded for purchases to be made on an as-needed basis:

Atlantic Salt

Bid: \$79.90 per ton

the award being based upon the unit price; and payment to be made based upon the unit price multiplied by the quantities, be and the same is hereby accepted; and

- 2) That the Mayor and Clerk be and they are hereby authorized to execute a Contract for the purchase of the within designated goods at the bid price hereinabove cited.

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### **COUNCIL TOPICS FOR DISCUSSION**

Councilmember HABLITZ provided an update on Library events including Pajama Storytime on January 23rd, a presentation by the Seeing Eye Dog of Morristown on January 18<sup>th</sup>, and a Create your own Vision Board event on January 21<sup>st</sup>. Councilmember HABLITZ then announced the winners of Light Up Little Falls contest.

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Councilmember MURPHY wished everyone a Happy and Healthy New Year.

Councilmember VANCHERI acknowledged all those in law enforcement in recognition of National Law Enforcement Day. He announced the Transportation Committee will convene to discuss future plans and meeting dates. Lastly, the Little Falls Recreation basketball program has kicked off as well as the Little Falls Cheer competition teams.

Councilmember PATEL discussed the creation of the Public Health Committee and efforts to gain insights from other municipalities on goals and procedures.

Council President SGOBBA announced the Senior Advisory Committee will sponsor Valentine’s Dancing and Dessert on February 14<sup>th</sup> at the Civic Center. Council President SGOBBA queried whether the Historical Society could collaborate with the Township’s grant writers to explore grant possibilities. Mayor Damiano stated it may be a possibility to receive a grant that has a common benefit.

**PUBLIC COMMENT – AGENDA ITEMS ONLY**

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

No one having come forward to be heard, it was moved by Councilmember Patel, seconded by Councilmember Hablitz, 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.

**EXECUTIVE SESSION**

It was moved by Councilmember Hablitz, seconded by Councilmember Murphy, that the Council approve the following:

**RESOLUTION [EX]**

**WHEREAS**, N.J.S.A. 10:4-12 allows for a Public Body to go into executive session during a Public Meeting; and  
**WHEREAS**, the Governing Body of the Township of Little Falls has deemed it necessary to go into executive session to discuss certain matters which are exempted for the Public; and  
**WHEREAS**, the regular meeting of this Governing Body with reconvene;  
**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Little Falls will go into executive session for the following reason(s) – collective bargaining – no action taken.

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

The Council President declared the motion passed.

The Council entered Executive Session at 7:23 p.m.

At 8:06 p.m. the Council returned, and it was moved by Councilmember Vancheri, seconded by Councilmember Patel, that the meeting return to Open Session.

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

The Council President declared the motion passed.

At this time, Mr. Wenzel stated the Council had discussion concerning collective bargaining in the Executive Session. Discussions on the topic will occur at an actual public meeting. There was no action to be taken at this time.

There being no further business to come before the meeting, it was moved by Councilmember Murphy, seconded by Councilmember Hablitz, that the meeting be and it was adjourned at 8:07 p.m.

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Cynthia Kraus  
Municipal Clerk