

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

**Monday, July 10, 2017**

Council President Anthony Sgobba called the meeting to order at 7:00 p.m. with the following members present: Marc Benitez, Maria Cordonnier, William Liess, and Chris Vancheri. Also present were Mayor James Damiano, Township Attorney Joe Wenzel, Township Engineer Dennis Lindsay, Township Administrator Charles Cuccia, and Municipal Clerk Cynthia Kraus.

Absent: DPW Superintendent Philip Simone and Police Chief Steve Post.

Township Employees present: None.

Following the Salute to the Flag, the Statement of Public Notice was read.

**STATEMENT OF PUBLIC NOTICE:** Take notice that adequate notice of this meeting was provided in accordance with 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 3, 2017; a copy of the notice was faxed 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.

**PRESENTATION BY DR. CARDILLO OF P.V.H.S.** – Councilmember CORDONNIER welcomed Freeholder Director Sandra Lazara, Passaic Valley Board President Luke Damiano, Little Falls Board of Education Vice President Mike Russo, Little Falls Board of Education member Doug Jandoli, and Superintendent of Little Falls Schools, Tracey Marinelli. Councilmember CORDONNIER then introduced the Superintendent of Passaic Valley High School, Dr. JoAnn Cardillo. Dr. Cardillo provided a Powerpoint presentation on the progress of a multidisciplinary committee developed to focus on improving the quality of education at PV. Dr. Cardillo’s presentation included review of the mission, vision, core beliefs, description of the implementation of new programs, school rankings, as well as testing data. Upon further information gathering including resident input, the Committee will adjust the mission, vision, and core beliefs and develop a five year strategic plan. Dr. Cardillo emphasized the value of public input and encouraged the public to complete a survey available on the school’s website. Council President SGOBBA thanked Dr. Cardillo and invited the public to ask questions at this time.

Sandra Lazara, 12 Third Street, commended Dr. Cardillo on her accomplishments at PVHS and looked forward to collaborating with PVHS to make future improvements.

**PUBLIC COMMENT – GENERAL MATTERS**

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

Poll:           Ayes:   Benitez, Cordonnier, Liess, Vancheri and Council President Sgobba  
                  Nays:   None

The Council President declared the motion passed.

Sara Goldstein, 260 Main Street, raised the issue of handicapped accessibility in the Township, specifying the lack of available of handicapped parking near the Thursday concerts and Fourth of July Street Fair, and the absence of an elevator in the library.

Mayor Damiano indicated handicapped parking is allocated in the barricaded area where the Police close a section of Wilmore Road during concerts. Council President SGOBBA stated the Council will review and respond to Ms. Goldstein’s comments.

Renea Shapiro, Little Falls ABC, added the street is closed at 6:30 p.m. to designate an area for handicapped parking. Ms. Shapiro indicated an email will be disseminated to inform residents about this accommodation. She thanked the Mayor and Council for their help and support of the Farmers Markets and concerts.

Raymond Kostroski, 170 Donato Drive, questioned why the Plenary Retail Consumption Licenses renewals, listed as Resolution A, contain a date that has already passed.

Mrs. Kraus explained the license period is from July 1<sup>st</sup> through June 30 and the licensee has an extension from the State at this time.

Roland Day, Past Post Commander, American Legion Post 108, welcomed recommendations on how to obtain names of war dead after World War II. He also appreciated any assistance to obtain the names of families of those who are currently serving our country, with the hopes of hosting a Support the Troops rally in the future.

Councilmember VANCHERI volunteered to collaborate with Mr. Dey.

It was moved by Councilmember Cordonnier, seconded by Councilmember Benitez, that the meeting be and it was closed to the public.

Poll:           Ayes:   Benitez, Cordonnier, Liess, Vancheri and Council President Sgobba  
                  Nays:   None

The Council President declared the motion passed.

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**ACTION ITEMS:  
RESOLUTIONS**

It was moved by Councilmember Cordonnier, seconded by Councilmember Vancheri, that the Council approve the following:

**RESOLUTION [A] 17-07-10 - #1  
TOWNSHIP OF LITTLE FALLS  
COUNTY OF PASSAIC, NEW JERSEY**

**BE IT RESOLVED** by the Little Falls Township Council as follows:

**WHEREAS**, applications for renewal of PLENARY RETAIL CONSUMPTION, PLENARY RETAIL DISTRIBUTION and CLUB LICENSES have been filed as follows:

<u>License No.</u>	<u>License and/or t/a name</u>	<u>Fee</u>
1605-33-004-001	First Russian National Home of Singac NJ, Inc.	\$2,200.00
t/a New Russian Hall		
4-6 Woodhull Avenue		

and **WHEREAS**, it appears that said application is in satisfactory form; that the applicant has complied with all necessary requirements; that the application is for renewal by the same persons for the same stands; and that no objections, in writing or otherwise, have been made or filed to said application; and

**WHEREAS**, the Township Council is familiar with the aforementioned applicant and the place for which they apply and sees no objection;

**NOW, THEREFORE, BE IT RESOLVED** that the above-listed application be and the same are hereby granted; and

**BE IT FURTHER RESOLVED** that a license be issued accordingly, to become effective on July 1, 2017 and expire on June 30, 2018.

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**RESOLUTION [B] 17-07-10 - #2**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

**WHEREAS**, The Annual Report of Audit for the year 2014 has been filled by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

**WHEREAS**, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments  
Recommendations

and, **WHEREAS**, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments  
Recommendations

as evidenced by the group affidavit form of the governing body; and

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board; and

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS**, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 – to wit:

R.S. 52:27BB-52 – “A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Council of the Township of Little Falls, hereby states that it has complied with the promulgation of the Local Finance Board of the state of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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**RESOLUTION [C] 17-07-10 - #3  
TOWNSHIP OF LITTLE FALLS  
PASSAIC COUNTY, NEW JERSEY**

**WHEREAS**, the Director of the Division of Local Government Services has formally directed all municipalities to adopt a Corrective Action Plan as part of their annual audit process; and

**WHEREAS**, this Corrective Action Plan shall be submitted to the Director of Local Government Services upon adoption of the Governing Body and it shall be kept on file with the Township Clerk; and

**WHEREAS**, the Plan shall cover all audit findings and recommendations and be prepared in accordance with the Single Audit Act OMB Circular 128 and Local Finance Notice of 92-15; and

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council hereby approves the attached Corrective Action Plan for the 2016 Annual Audit;

**BE IT FURTHER RESOLVED** that the Township Clerk is hereby directed to maintain said Plan in Township files, available to the public.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution, including the Corrective Action Plan, be forwarded to the Director of the Division of Local Government Services.

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Poll: Ayes: Benitez, Cordonnier, Liess, Vancheri, and Council President Sgobba  
Nays: None

The Council President declared the motion passed.

**ITEMS TO BE DISCUSSED:**

**ADMINISTRATOR:**

1. TAX REFUND RESOLUTIONS – Mr. Cuccia stated tax refund resolution will be presented at the July 24, 2017 Regular Meeting.
2. AUDIT/CORRECTIVE ACTION PLAN REPORT – Mr. Cuccia explained the State requirement for an annual audit and Council review of the management comments from the audit. Mr. Cuccia then provided a detailed presentation of the audit findings on the dais television screens, including specific dollar amounts

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for each category of the audit. He also reviewed findings of compliance with federal grant programs. Action plans were provided for each component. Mr. Cuccia concluded by requesting the Council accept the audit findings and action plan through action this evening.

- 3. DISCUSSION OF TAX PAYMENT METHODS – No report was given at this time.
- 4. BIDS FOR SOLID WASTE AND RECYCLING CONTRACTS – Mr. Cuccia indicated a bid for solid waste and recycling will come due on December 31, 2017. Therefore, Mr. Cuccia stated a request for Council approval will be made so the Township may initiate the specification and bidding process.

**COUNCIL TOPICS FOR DISCUSSION**

Councilmember VANCHERI had nothing to report.

Councilmember CORDONNIER suggested that, in light of comments made at tonight’s Meeting, the Transportation Committee review handicap parking accessibility in the Township.

Councilmember LIESS had nothing to report.

Councilmember BENITEZ thanked everyone who attended the Fourth of July Street Fair.

Council President SGOBBA announced the Library has received a grant to address the automatic door that is currently not operating.

Mayor Damiano invited everyone to attend a discussion regarding the Peckman River bridge crossing that will be installed between the edge of Wilmore Park and the Peckman reserve, continuing across the river and joining with the portion of the Morris Canal behind Reiners Road. County representatives will discuss bridge design and any concerns residents may have. The meeting will take place at 6:00 p.m. at the Civic Center tomorrow evening. In addition, the Mayor announced his belief that the decision as to whether the Township has been awarded any part of the Streetscape Grant is slated for tomorrow as well.

**PUBLIC COMMENT – AGENDA ITEMS ONLY**

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

Poll:	Ayes:	Benitez, Cordonnier, Liess, 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 Benitez, seconded by Councilmember Cordonnier, that the meeting be and it was closed to the public.

Poll:	Ayes:	Benitez, Cordonnier, Liess, Vancheri, and Council President Sgobba
	Nays:	None

The Council President declared the motion passed.

There being no further business to come before the meeting, Council President Sgobba adjourned the meeting at 7:59 p.m.

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Cynthia Kraus  
Municipal Clerk