

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

Monday, July 11, 2016

Council President Louis Fontana called the meeting to order at 7:00 p.m. with the following members present: James Damiano and Joseph Maceri. Also present were Mayor Darlene Conti, Township Attorney Leslie London, Township Engineer Dennis Lindsay, Township Planner Jeff Janota, Township Auditor Gary Higgins, Township Administrator Charles Cuccia, and Municipal Clerk Cynthia Kraus.

Absent: Councilmember Pamela Porter and Councilmember William Liess

Township Employees present: DPW Superintendent Phillip Simone, Deputy Registrar Marlene Simone, Police Chief Steven Post, and Recreation Director John Pace.

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 8, 2016; 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.

At this time Council President FONTANA presented a Proclamation honoring the Little Falls Yellow Jackets Girls Softball Team.

PUBLIC COMMENT – GENERAL MATTERS

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

Poll: Ayes: Damiano, Maceri, and Council President Fontana
 Nays: None

The Council President declared the motion passed.

Louis Fernandez, Harrison Street, raised an issue regarding a violation in his neighborhood and lack of follow-up by a Councilmember. He also voiced his concern regarding overcrowded parking on his street, and recommended parking be allowed on both sides of the streets to accommodate volume.

Renea Shapiro, ABC, questioned where banners were permitted in the Township. She requested a response regarding a fee reduction for temporary vendors as per discussion at a previous meeting. She also requested signs to be posted to allow vendors an area to park for the Farmer's Markets, and that a sign be posted on Main Street specifying the prohibition of animals and smoking in the park. Ms. Shapiro requested Council action to address the one hour parking restriction on Main Street to allow individuals to adequate time to patronize businesses. She reiterated her appeal to the Council to re-examine the fee amount charged for parking tickets, and to enable payment by mail thereby eliminating the required court visit.

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

Poll: Ayes: Damiano, Maceri, and Council President Fontana
 Nays: None

The Council President declared the motion passed.

In response to Mr. Fernandez's issue regarding a neighbor's violation, Mr. Cuccia reported that upon receipt of the complaint, the construction official spoke with the owner and inspections were made. The owner must be given a specified amount of time for relocation, which has occurred and is in progress. Mr. Cuccia to obtain specific dates of inspection and timeframe for resident relocation and report back.

Mr. Simone stated the parking regulations on Harrison Street were based on parking width guidelines. Council President FONTANA recommended the management of the volume of cars parked on the street be referred to the Police Chief for potential solutions.

Mr. Simone indicated that based upon the criteria set by Public Service, all of the poles have been rejected as locations for hanging banners. Public service prohibits hanging objects on any pole that houses wires, cable boxes, etc. Furthermore, the Township does not have the proper cables. Mr. Cuccia stated he spoke with representatives from the Library, the PBA, and Mr. Pace, and suggested a digital sign outside of the Municipal Building. Mr. Cuccia added that fundraisers by the aforementioned parties with some funding by the Township could be used to acquire the sign. Mr. Cuccia to obtain cost information and report back to the Council. Mr. Cuccia stated follow-up with the Police Department has occurred but that no parking is allowed on the grass. Chief Post stated the Police Department will place temporary no parking signs.

In reference to the vendor fees, Mr. Cuccia stated it is the Township's responsibility to follow the ordinance. He clarified that the \$75 fee is for ten weeks, not per day, which would equate to \$7.50 per week. Mr. Simone stated enforcement of no animals may be difficult as individuals often use the bike path to walk their dogs. Moreover,

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adding a sign near the 9-11 Memorial and Veterans Memorial would not be aesthetically pleasing. Mr. Cuccia added that while animals and smoking are prohibited in the park, they are permissible on the sidewalk since that is public property. Council President FONTANA identified this as an enforcement issue and recommended the Police be called in cases of noncompliance.

Mr. Cuccia reported his follow-up on Ms. Shapiro's plea regarding parking tickets. He discussed the issue with the Court representatives, who must review with the State to determine which ordinance violations were applicable for payment at the Violations Bureau. Mr. Cuccia obtained a list, and instructed that each of the ordinances will require modification to indicate a fee amount and the ability to pay at the Violations Bureau. Once all the information is obtained from the State and incorporated into the appropriate ordinances, it will be presented to Council.

Council President FONTANA agreed that two hours would be an appropriate parking time limit on Main Street. Councilmember DAMIANO reiterated the parking area near the Morris Canal offers ample parking with no current limitation. He further supported moving forward with parking meters to ameliorate parking issues. Mr. Cuccia reported he initiated research on parking meters and the Township currently has an ordinance for parking meters in certain locations. He stated the ordinance would require some expansion to specify the location of the parking meters.

ITEMS TO BE DISCUSSED:

ADMINISTRATOR:

Per the previous request of Councilmember Liess, Mr. Cuccia introduced Gary Higgins, Township Auditor, to present his findings of the 2015 Audit. Mr. Higgins stated the auditor's report is based on the regulatory basis. Excluding the LOSAP trust fund, Little Falls is in full compliance, meaning the Township has an unmodified opinion on the financial statements as presented. With respect to current fund surplus, there was a significant drop in the surplus area as a result of not regenerating what was provided for tax relief in 2015. Of the ten audit recommendations five were new. Lastly, there was a federal single audit as a result of the sphere repetitive loss program, which the Township had improved upon over the previous years with the institution of the FEMA consultant.

1. TAX REFUND RESOLUTIONS- Mr. Cuccia explained the tax refund resolutions were results of multiple claimants upon closing, County Court judgments, etc, and are presented to be resolved before year's end.
2. RESOLUTION IN SUPPORT OF AFFORDABLE HOUSING REFORM LEGISLATION- Ms. London provided detail of the legislation. Currently, each county is doing something different with respect to obligations of the towns. The new legislation would create a uniform and comprehensive system. The resolution is a resolution that other municipalities have adopted urging the legislature to act.
3. RESOLUTION RENEWING MORRIS COUNTY CO-OP CONTRACT- Mr. Cuccia reviewed that the Township has used the Morris County Co-Op in the past for vehicles and repaving. Councilmember DAMIANO queried whether the Township has other co-op contracts. Mr. Cuccia explained there are co-op contracts with specific niches, which the Township utilizes to obtain the best prices. Currently, this contract is up for renewal.
4. PUBLIC HEARING OF ORDINANCE NO. 1257, APPROVING MUNICIPAL SERVICES AGREEMENT WITH THE MILL- Mr. Cuccia reported Ordinance No. 1257 was discussed at the last meeting.
5. PUBLIC HEARING OF ORDINANCE NO. 1258, AMENDING CHAPTER 7, POLICE PROBATIONARY PERIOD – Mr. Cuccia stated Ordinance No. 1258 was discussed at the last meeting.
6. PUBLIC HEARING OF ORDINANCE NO. 1259, 2016 LITTLE FALLS SALARY ORDINANCE – Mr. Cuccia stated Ordinance No.1259 and Ordinance No.1260 are related to salaries and were discussed at the last meeting.
7. PUBLIC HEARING OF ORDINANCE NO. 1260, AMENDING CHAPTER 3, ARTICLE XI, OFFICERS AND EMPLOYEES- Mr. Cuccia stated Ordinance No. 1260 and Ordinance No. 1259 are related to salaries and were discussed at the last meeting.
8. INTRODUCTION OF PARKS AND RECREATION ORDINANCE – Mr. Cuccia requested a determination by the Council as to whether this Ordinance should be introduced at the Regular meeting. It was discussed but not acted upon at the last meeting. Mr. Cuccia elaborated that the Ordinance lists the code of conduct. Review by pertinent parties affected was addressed. Mr. Cuccia instructed that when the Ordinance is introduced, it will be published for public review. The hearing will allow an opportunity for feedback from all parties.
9. AMENDMENT TO THE PERSONNEL MANUAL- Mr. Cuccia reported the Amendment includes minor and technical changes to the Personnel Manual adopted in 2015.
10. TRANSIT VILLAGE REPORT- Mr. Cuccia reported the kickoff meeting occurred with the NJ Transit on June 21, 2016. Mr. Janota is working on the application, and the marketing piece is in progress. The application is anticipated to be filed in October.
11. LEAD AGENCY RESOLUTION FOR PECKMAN RIVER FLOOD GAUGES – Mr. Cuccia recalled this resolution pertains to the collaboration of Woodland Park and Little Falls with respect to the Peckman River. The resolutions requests Little Falls be designated as the lead agency. The funding for the gauges was received from the County and purchasing would occur through Little Falls. As a result, a resolution to amend the budget will be presented a future date. Council President FONTANA asked for a timeline, however, Mr. Cuccia did not meet with the vendor to date, but will keep the Council apprised.
12. RESOLUTION APPROVING NATIONAL CO-OP FOR GSA BODY CAMERAS – Mr. Cuccia explained this resolution is similar to the Morris County Co-op in that the Township obtains a better price by buying in bulk and through the Co-op.
13. ORDINANCE NO. 1245, AMENDING THE TOWNSHIP CODE TO ESTABLISH SOLAR ENERGY SYSTEMS ORDINANCE - Mr. Cuccia reported this ordinance was referred to the Planning Board which found the ordinance to be in compliance with the Master Plan. Mr. Cuccia requested direction from the Council as to whether the Ordinances should be introduced. Council President FONTANA recalled a

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question that required follow-up regarding elevation near the roofline. Mr. Lindsay to research other similar municipal ordinances for clarification and specifications, and report back.

- 14. **ORDINANCE NO. 1246, AMENDING THE TOWNSHIP CODE TO ESTABLISH A SMALL WIND ENERGY SYSTEM** Mr. Cuccia reported this ordinance was referred to the Planning Board which found the ordinance to be in compliance with the Master Plan. Councilmember DAMIANO stated he believed the Council had concurred with several comments made by Mr. Veteri and should incorporate them into both solar and wind ordinances. Councilmember Damiano to forward his notes of Mr. Veteri’s comments to Mr. Cuccia and Mr. Lindsay for incorporation into the ordinances, which will then be presented for introduction.
- 15. **REQUEST FOR WOODCLIFFE AVENUE STREET CLOSURE ON 8/13/16-** Mr. Cuccia reported this request for street closure is due to a block party. The Police Department is responsible for closing the street to assure safety. As none of the Councilmembers expressed disagreement with the request, Mr. Cuccia to follow-up with residents to obtain insurance certificate.

MUNICIPAL CLERK:

- 1. **LIQUOR LICENSE RENEWALS-**Mrs. Kraus presented a request for four annual liquor license renewals for Council consideration.

DPW SUPERINTENDENT:

- 1. **GREAT NOTCH VILLAGE APARTMENTS FORCEMAIN** – Mr. Simone recalled the Township had appropriated funds to replace the forcemain that runs through Great Notch Village. Crew Engineers conducted a survey, a meeting with the owners of the apartments transpired, and the project may now move forward. Once additional information is obtained, the attorney will draw up the easement, and it will be presented to the Council for approval. In the meantime, plans and specifications will be developed for the forcemain such that the project can be completed this year. In response to Council President FONTANA, Mr. Simone explained the project should be completed in approximately 30 days.
- 2. **AWARD OF CONTRACT FOR DEMOLITION OF ZELIFF AVENUE PROPERTIES-** Mr. Simone provided a letter regarding award of contract for four properties on Zeliff Avenue. He contacted several companies the contractor had completed work for and found them acceptable. Councilmembers discussed the significant price difference between the lowest bidder and other bidders.
- 3. **AWARD OF CONTRACT FOR WILLIAM STREET DRAINAGE IMPROVEMENTS-** Mr. Simone stated this is a continuation of the drainage improvements that have been performed in the flood areas.
- 4. **NO PARKING ORDINANCE INTRODUCTION – CONTINUATION OF STREETS** – Mr. Simone explained the next phase of parking ordinances.

TOWNSHIP ENGINEER:

- 1. **PATERSON AVENUE FIELD LIGHTING PROJECT FUNDING NEEDS** – Mr. Lindsay stated the Township had requested \$225,000 from the County through open space grants for the Paterson Avenue field. The Township received \$150,000 out of the \$225,000 requested. The Township would have to provide the balance for the project, which includes upgrades to the lighting system. An introduction for funding is required before going out to bid. In response to Mr. Cuccia’s request for direction, Council President FONTANA agreed the project should move forward, with an introduction at the August, 2016 meeting.

COUNCIL TOPICS FOR DISCUSSION

Councilmember DAMIANO raised the issue of truck routes and recommended drafting a new ordinance to meet the needs of the Township. Discussion ensued with regard to follow-up with the County and DOT, signage, and new exemptions. Mr. Cuccia, Mr. Lindsay, and Mr. Simone to review ordinance, discuss with Chuck Silverstein, and develop a plan to present to the Council.

Councilmember DAMIANO also provided an update on discussion with Mr. Simone regarding restriping crosswalks in previous locations, as well as referring restriping requests on County roads to Chuck Silverstein.

PUBLIC COMMENT – AGENDA ITEMS ONLY

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

Poll: Ayes: Damiano, Maceri, and Council President Fontana
 Nays: None

The Council President declared the motion passed.

Maria Cordonnier, 648 Upper Mountain Avenue, announced she was placed on the Open Space Committee for Passaic County. She expressed that timely requests of submissions by the Township would enable more opportunities for grants. She stated she would supply the Councilmembers and Mr. Cuccia with a recap of what grants were before the Committee and which ones were approved.

Arnold Korotkin, Long Hill Road, questioned whether the salary ordinance will be posted on the website, noting salary ordinances for 2014 and 2015 are not on the website. He will comment on best practices the Governor may impose at the Regular Meeting.

Renea Shapiro, ABC, requested a timeline for the Transit Village and questioned why it will take until October to submit the application.

Bob Dombrowski, Parkway, questioned the status of addressing pedestrian safety at the crosswalk near Arlington Avenue and Four Corners.

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

Poll: Ayes: Damiano, Maceri, and Council President Fontana
 Nays: None

The Council President declared the motion passed.

Council President FONTANA expressed his agreement with Ms. Cordonnier’s comments. Mr. Lindsay discussed the timeliness of the Railroad field project. Since the Council requested work be done in spring by the contractor, it was completed in March, April, May, and June. After the work was completed, payments were submitted for reimbursement. The application was submitted for payment to the county last month. The other checks should be coming in now and the Township will make a final request for payment. In reference to the lighting on Paterson Avenue, Mr. Lindsay presented the approval letter from January 4, 2016. He was not of the understanding that the Council pass a bond ordinance before an application is made. Mr. Cuccia further elaborated that the Township cannot anticipate the grant if a bond ordinance is passed ahead of time. The current process reduces the amount of debt, enabling taxpayers to fund less. Furthermore, in recreation improvements, a significant amount of planning is involved and the role of seasons must be factored in. Mr. Cuccia added that he reviewed all the open space programs and all programs that have been applied for have been completed. Ms. Cordonnier stated that she may have misspoken and meant the presentation to the Council should be earlier. To her point, Mr. Cuccia stated the ordinance could be tied into the introduction letter.

Mr. Cuccia confirmed that the 2016 Salary Ordinance will be placed on the website. The 2014 and 2015 Salary Ordinances are not on the website as there was no need to pass a salary ordinance in 2014 and 2015, respectively. Mr. Cuccia explained the rationale for a salary ordinance in relationship to the type of governance in Little Falls.

In reference to Ms. Shapiro’s comments, Mr. Cuccia instructed that COAH and zoning changes must be in place prior to the application, and must be submitted with the most current information.

Mr. Simone will contact Chuck Silverstein to determine if the County will erect sign and report back to Council.

There being no further business to come before the meeting, it was moved by Councilmember Damiano, seconded by Councilmember Maceri, that the meeting be and it was adjourned at 8:19 p.m.

Cynthia Kraus
Municipal Clerk