

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

**Monday, October 3, 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, and Christopher Vancheri. Also present were Township Attorney Carola Marquez, Township Administrator Charles Cuccia, Deputy Clerk Melissa DePiro, and Municipal Clerk Cynthia Kraus.

Absent: Mayor James Damiano.

Township Employees Present: None.

**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 March 11, 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.**

ITALIAN AMERICAN HERITAGE MONTH PROCLAMATION- At this time, Councilmember VANCHERI read the Proclamation recognizing the month of October 2022 as Italian American Heritage and Culture Month in the Township of Little Falls.

BREAST CANCER AWARENESS MONTH PROCLAMATION – Councilmember HABLITZ read the proclamation recognizing October 2022 as Breast Cancer Awareness Month in the Township of Little Falls.

DOMESTIC VIOLENCE AWARENESS MONTH PROCLAMATION – Councilmember KAHWATY then read the Proclamation recognizing the month of October 2022 as Domestic Violence Awareness Month in the Township of Little Falls.

FIRE PREVENTION MONTH PROCLAMATION – Council President SGOBBA read the Proclamation recognizing the month of October 9 through October 15, 2022 as Fire Prevention Week in the Township of Little Falls.

NATIONAL FIRST RESPONDER’S DAY PROCLAMATION – Lastly, Councilmember SEBER read the Proclamation recognizing October 28, 2022 as National First Responder’s Day 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. 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. It is preferred if you 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 Seber, seconded by Councilmember Vancheri, 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 Vancheri, 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.

**Meeting of October 3, 2022**

**ITEMS TO BE DISCUSSED:**

**MAYOR/ADMINISTRATOR:**

1. RESOLUTION APPROVING CHANGE ORDER FOR SECOND AVE SANITARY SEWER IMPROVEMENTS – Council President SGOBBA explained the nature of this Resolution as it relates to the procedure to inspect the sewer system when roads are repaved.
2. RESOLUTION AWARDDING CONTRACT FOR HEMLOCK ROAD IMPROVEMENTS – Council President SGOBBA described plans to transform Hemlock Road into a cul de sac with no access to Long Hill Road.
3. RESOLUTION RENEWING MEMBERSHIP IN SUBURBAN METRO JOINT INSURANCE FUND – Council President SGOBBA noted that the Resolution authorizes the Township to remain in the Joint Insurance Fund, of which Mr. Cuccia is a Board member.
4. ORDINANCE NO. 1445 – PROHIBITING PARKING ON SECTIONS OF MAIN STREET – Council President SGOBBA highlighted that Ordinance No. 1445 pertains to the section from Main Street to Fairfield Avenue.

**ACTION ITEMS:**

It was moved by Councilmember Vancheri, seconded by Councilmember Hablitz to approve Resolutions A through D:

Change Order to D.S. Meyer for Second Ave. Sewer Improvements

**RESOLUTION [A] 22-10-03 - #1  
RESOLUTION AWARDDING CHANGE ORDER TO D.S. MEYER ENTERPRISES, LLC  
FOR SECOND AVENUE SANITARY SEWER IMPROVEMENTS**

**WHEREAS**, the Township Council has received a recommendation from the Township Special Project Engineer, Boswell Engineering regarding the Second Avenue Sanitary Sewer Improvements 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

**WHEREAS**, the Township Council has a contract with D.S. Meyer Enterprises, LLC for the Second Avenue Sanitary Sewer Improvements 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 D.S. Meyer Enterprises, LLC decreasing the contract price by \$13,353.76, making the revised contract amount \$255,125.04.

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Award of Contract to Crossroads Paving for Hemlock Road Project

**RESOLUTION [B] 22-10-03 - #2  
ACCEPTING BID AND AWARDDING CONTRACT FOR HEMLOCK ROAD IMPROVEMENTS**

**WHEREAS**, pursuant to advertising duly made, bids were received by the Township of Little Falls on September 14, 2022 for Hemlock Road Improvements, and the bids were opened and read as follows:

Crossroads Paving Bid: \$362,475.00	4 Clean Up. Inc. Bid: \$449,557.20	Your Way Construction 410,434.18
DLS Contracting Bid: \$492,669.00	Marini Brothers Bid: \$600,723.00	Diamond Construction Bid: \$649,510.70
	Mike Fitzpatrick Contractors Bid: \$492,114.06	

and, **WHEREAS**, the Township Attorney has reviewed the bids for legal sufficiency and the Special Project Engineer has reviewed the bids for technical sufficiency; and

**WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2022 budget; and **NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Little Falls as follows:

- 1) That the bid of  
Crossroads Paving  
386 South Street, Suite 169  
Newark, NJ 07105

in the amount of

\$362,475.00

be and the same is hereby accepted; and

2) That the Mayor and Clerk be and they are hereby authorized to execute a Contract in a form approved by the Township Attorney for the designated services at the bid price hereinabove cited, subject to the successful Contractor's filing the required form of Affirmative Action compliance and Payroll Certification for Public Works Projects; and

3) That the Clerk be and he is hereby authorized and directed to return to the unsuccessful bidder(s) any Certified checks and/or Bid Bonds received from them as surety, with the exception of the surety received from the second-lowest bidder, which shall be retained for a period not to exceed sixty (60) days or until a contract in a form satisfactory to the Township Attorney shall have been executed with the low bidder, whichever shall come first.

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Renewal of Membership in Joint Insurance Fund

**RESOLUTION [C] 22-10-03 - #3  
RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE SUBURBAN METRO JOINT INSURANCE FUND**

**WHEREAS**, the Township of Little Falls is a member of the Suburban Metro Joint Insurance Fund; and

**WHEREAS**, said renewed membership terminates as of December 31, 2022 unless earlier renewed by agreement between the Governing Body and the Fund; and

**WHEREAS**, the Council desires to renew said membership;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The Township of Little Falls agrees to renew its membership in the Suburban Metro Joint Insurance Fund and to be subject to the bylaws, rules and regulations, coverages and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Mayor and Clerk shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Suburban Metro Joint Insurance Fund evidencing the Council's intention to renew its membership.

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**Meeting of October 3, 2022**

Bill List

**RESOLUTION [D] 22-10-03 #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.1445 - It was moved by Councilmember Vancheri, seconded by Councilmember Hablitz, that the public hearing on Ordinance No. 1445, "**ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS, IN THE COUNTY OF PASSAIC, STATE OF NEW JERSEY, FURTHER AMENDING THE TOWNSHIP OF LITTLE FALLS CODE CHAPTER 7, ARTICLE I, SECTION 7-13, "PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS,"**" be and it was opened.

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

The Council President declared the motion passed.

As no comments from the public were received, it was moved by Councilmember Kahwaty, seconded by Councilmember Seber, that the public hearing on Ordinance No. 1445 be and it was closed.

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

The Council President declared the motion passed.

It was moved by Councilmember Kahwaty, seconded by Councilmember Vancheri, that Ordinance No. 1445 be and it was adopted.

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

The Council President declared the motion passed.

**COUNCIL TOPICS FOR DISCUSSION**

Councilmember VANCHERI recalled the flag raising in recognition of Italian American Heritage Month prior to the Meeting. Councilmember VANCHERI then reviewed the success of both the Little Falls Run 5K and PBA hosted Oktoberfest this weekend.

Councilmember KAHWATY noted a flag was also raised tonight for Domestic Violence Prevention Awareness Month. Councilmember KAHWATY highlighted the success of the 5K and the Little Falls Business Association's Fall Festival. Lastly, he thanked the Mayor and Council for attending the Boy Scouts Court of Honor.

Councilmember HABLITZ announced the Library has a new program called Yarn Lovers commencing on October 4<sup>th</sup>. Additionally, the Library's Teen Advisory Board will host a Movie Night on October 7<sup>th</sup> and the Chess Club continues to convene on Wednesdays. The Friends of the Library will host a fundraiser book sale on October 21<sup>st</sup> - 22<sup>nd</sup>, a clothing drive on October 22<sup>nd</sup>, and their next meeting on October 18<sup>th</sup>. Councilmember HABLITZ then highlighted Farmers Market events including a Breast Cancer Awareness event this weekend, children's pumpkin painting on October 16<sup>th</sup>, a dog costume contest on October 23<sup>rd</sup>, and trick or treating on October 30<sup>th</sup>.

Councilmember SEBER thanked all those who assisted with the success of the Little Falls Run 5K including the Mayor and Council, Recreation and Police Departments, the DPW, OEM, the Girl and Boy Scouts, the PV track team, each of the sponsors, and all the volunteers.

Council President SGOBBA announced the Senior Advisory Committee will host the Harvest Moon Dance on October 21<sup>st</sup> at the Civic Center. Council President SGOBBA then commended the professional conduct of Officer Trommelen as he diffused an incident at the PBA Oktoberfest this weekend.

**PUBLIC COMMENT – AGENDA ITEMS ONLY**

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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 Kahwaty, seconded by Councilmember Vancheri, 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 Seber, seconded by Councilmember Hablitz, that the meeting be and it was adjourned at 7:25 p.m.

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Cynthia Kraus  
Municipal Clerk