

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

Monday, October 5, 2015

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

Absent: Councilmember Pamela Porter and Councilmember Joseph Maceri

Township Employees present, Police Chief John Dmuchowski and Lt. Steven Post

Township Employees Absent: DPW Superintendent Phillip Simone and Deputy Registrar Marlene Simone

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 6, 2015; 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.

REMARKS FROM THE CHAIR

Council President FONTANA encouraged attendance at the Harvest Moon dinner dance on 10/23/15 at the Civic Center and the Halloween Bash on 10/24/15 at the Recreation Center.

Councilmember LIESS emphasized the importance of heightening awareness and educating senior citizens on the latest scams. He spoke on this topic at the last Passaic County Senior Service Advisory Board meeting and is scheduled to educate the Golden Agers on 10/13/15 and Jolly Seniors on 10/15/15.

Councilmember DAMIANO announced October is Breast Cancer Awareness Month and Domestic Violence Awareness Month.

MAYOR'S REPORT

Mayor Conti announced two grand openings, Smooch A Pooch and Red Carpet Events, and wished both businesses many years of success. She highlighted the events of the successful Fall festival sponsored by the Business Association. She stated that she met with residents of Crane Street along with Mr. Lindsay and Mr. Simone to discuss upcoming roadwork. This past Saturday Donato Drive was dedicated in honor of Chief Edmond Pomponio. She was honored to speak at a memorial service for Yogi Berra at the Yogi Berra Museum. Mayor Conti announced Little Falls will be posting two signs in remembrance of Yogi Berra that will indicate "Welcome to Little Falls home of Yogi Berra Museum." She reported pink ribbons hung on trees in Little Falls for Breast Cancer Awareness Month were removed without authorization. She requested anyone with information to contact herself or the Police Department. Mayor Conti presented a plaque to former Police Chief John Dmuchowski for 31 years of dedicated service to the Township. Former Police Chief Dmuchowski thanked the Mayor and Council and all of the professionals for all of their help and involvement.

ATTORNEY'S REPORT

Ms. London had nothing to report.

PUBLIC PORTION-General Matters

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

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

The Council President declared the motion passed.

Arnold Korotkin, 181 Long Hill Road, requested a status update on the hiring of a new Police Chief as well as a part time employee to complete Council Minutes. He also questioned what group's contracts were discussed at the September 21, 2015 Executive Session under the topic of contract negotiations, acknowledging that specifics cannot be given. He commended Councilmember Damiano for bringing forth awareness to breast cancer and domestic violence and expressed gratification for the signs indicating Yogi Berra Museum in Little Falls.

Ali Aljara, 242 Cedar Grove Road, Student Advocates for Safety, recapped progress regarding the sidewalk project on Browertown Road. He thanked the Police Department and Council for their assistance with the implementation of safety measures. He reported the Board of Education approved funding of a stop sign near the rear entrance of the High School, on condition the Council introduces an ordinance relating to same.

No one further having come forward to be heard, it was moved by Councilmember Damiano, seconded by Councilmember Liess, that the meeting be and it was opened to the public for items that are not on the agenda.

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

Meeting of October 5, 2015

The Council President declared the motion passed.

Mayor Conti reiterated three officers have taken the lieutenants test and their results are being reviewed. She commended Lt. Steve Post, who is doing a wonderful job in the interim.

Mr. Cuccia stated he has been collaborating with the Clerk to review resumes of potential candidates to complete the Minutes, and with anticipated placement by the next meeting. Interns have been utilized without success.

Mr. Cuccia and Ms. London explained that Executive Session matters are not disclosed until the issue is complete.

Mr. Lindsay recounted the County approved encompassing the scope of services required for the Browertown Road sidewalk proposal with funds for a concurrent Morris Canal extension project. He noted the process will take some time, and he will provide information as it becomes available.

Council President FONTANA asked for clarification of the location of the stop sign at Passaic Valley High School. Discussion ensued with regard to rationale for the ordinance and who owns the property. Mr. Cuccia will review the request and circumstances and report back to Council.

ITEMS TO BE DISCUSSED:

MUNICIPAL CLERK:

1. RESOLUTION TO REVOKE BUSINESS LICENSE DUE TO NON-PAYMENT OF TAXES

Mrs. Kraus announced two liquor licenses may be presented for renewal at the next Council meeting.

Ms. London added the current Township's business licensing ordinance contains very broad language that requires revision.

ADMINISTRATOR:

1. EMS PRESENTATION

Mr. Cuccia presented an administrative analysis of the new proposed fee for service EMS ordinance. Aspects and details provided by Mr. Cuccia encompassed the following areas: definition of the problem, review of the community, revenue estimation, development of goals, and cost of potential solution(s). He included a financial analysis that projected a budget appropriation, which included start-up costs and current budget appropriation. Implementing the plan would require enacting the ordinance once approved, inspection of the apparatus by the NJDOH, hiring of staff, a RFP for third party billing, announcing an implementation date, monitoring the results, and reporting back to Council on scheduled basis.

Discussion ensued with regard to response time and the mutual aid system. Mr. Cuccia explained State response time is eight minutes, and that under the proposed ordinance, an out of town call would be billed. Councilmember DAMIANO questioned the salary requirements and amount billed per call. Mr. Cuccia explained industry standards were researched while developing the ordinance in relation to salary and per call charges.

Council President FONTANA queried the possibility of the current Little Falls Fire Department becoming the employer. Mr. Cuccia responded consultation with legal counsel and the Little Falls Fire Department had revealed the Fire Department preferred to retain non-profit status. Council President FONTANA questioned the use of an outside company, to which Mr. Cuccia supplied the disadvantage of utilizing transport rather than emergency based services.

Councilmember DAMIANO asked whether there are other towns that have a program such as this. Mr. Cuccia described another town that does have a similar situation and how it operates. He elaborated on how volunteer and paid staff could co-exist.

Councilmember DAMIANO questioned staffing requirements, ambulance ownership, and the EMT/firefighter requirement. Chief Sweezy indicated staffing will start as a 26 member part-time department with no benefits. The Township currently owns both ambulances. Chief Sweezy noted the firefighter requirement will not continue under the new ordinance.

Councilmember DAMIANO requested further information on third party billing. Mr. Cuccia elucidated third party billing companies will be paid a percentage of the bill, between 14 and 20 percent.

Council President FONTANA asked how the four fire companies would co-exist with a paid squad. Chief Sweezy described how it would run similar to the present; the volunteers and paid employees will use the same equipment. An analysis by the business administrator would be conducted quarterly, with regular status reports the Council and Mayor.

Councilmember DAMIANO requested the proposed ordinance be placed on the website for public review. Chief Sweezy announced his availability to the public and Council for questions and comments.

2. 2015 BEST PRACTICES REPORT

Mr. Cuccia reported each year the Division of Local Government Services requires a Best Practice Worksheet be completed. He reviewed questions on the Worksheet pertaining to general management, budget, personnel, finance, pension, procurement, and health insurance. The Best Practices Report is a report that the Municipality is required to complete each year in order to continue to receive State aid. The Township scored 90% and has met the requirements of the Best Practices; therefore, Little Falls will not

Meeting of October 5, 2015

lose any State aid. Councilmember DAMIANO questioned if the Township scored higher, could it received more aid. Mr. Cuccia replied this process can only potentially decrease State aid.

3. NOISE CONTROL ORDINANCE

Mr. Cuccia declared the old Noise Control ordinance was never approved by the State. A request to repeal the old noise ordinance and adopt a model ordinance from the State was presented. The new ordinance requires some training and equipment, as certifications are required for enforcement, but will be approved by the State.

Councilmember DAMIANO expressed concern regarding the multitude of optional portions in the ordinance. He requested adequate discussion and decision be made on which portions apply to the Township. Councilmember Damiano to forward Mr. Cuccia questions and comments. Ms. London clarified that Sections 8 and 9 are optional.

4. REAP PROGRAM

Mr. Cuccia informed the Council the REAP program provides discounts to Township employees and volunteers who utilize certain realtors when purchasing real estate. Ms. London explained her rationale for not endorsing this program.

5. RESOLUTION AUTHORIZING REFUND OF 2015 TAXES DUE TO AN OVERPAYMENT

Mr. Cuccia highlighted this resolution slated to be approved at the next meeting.

6. RESOLUTION AUTHORIZING TREASURER TO REFUND 2015 TAXES RE FEMA BUYOUT CLOSINGS ON SEVERAL PROPERTIES

Mr. Cuccia explained several properties had closed in between tax payments, therefore a reconciliation at closing was required, resulting in this resolution slated for approval at the next meeting.

7. RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CANCEL 2015 TAXES RE FEMA BUYOUT CLOSINGS CURRENTLY OWNED BY THE TOWNSHIP FROM THE DEED DATES

Mr. Cuccia explained that since the Township has the property, it becomes municipal property and as such, the taxes must be cancelled.

DPW SUPERINTENDENT: REPORT ON DPW PROJECTS

Mr. Cuccia provided a report to the Council in the absence of Mr. Simone.

1. INWOOD FIELD

Mr. Lindsay identified two final issues that require adjustment: the stairwell and the gate.

2. RAILROAD FIELD

Mr. Lindsay stated bids have been received and contracts have been signed. A notice to proceed in the spring is included in the contract so that work can be scheduled properly to be ready for the baseball season.

3. REPAVING OF STREETS

Mr. Cuccia announced street repaving will commence at the end of the month. Councilmember DAMIANO questioned the status of street repaving and where paving will start first. Mr. Lindsay to send Councilmember Damiano the list of roads.

4. HANDICAP RAMPS

The last proposal is anticipated. Awarding is expected to occur in the coming week.

5. WILLIAM STREET PUMP STATION

Mr. Lindsay provided an update on the William Street storm water pump station. The contractors estimated two to three weeks until completion.

6. HOUSE DEMOLITIONS

Mr. Cuccia stated house demolitions that were awarded have been completed. Seeding and final grading is planned. Authorization will be required to bid the next set of houses which include four FEMA houses and one Township house.

7. HOUSE ELEVATIONS

Mr. Cuccia noted house elevation bids are to be received for 78 Louis Street and 131 William Street tomorrow.

8. HOUSE REPAIRS

Mr. Cuccia reported house repairs on 19 Louis Street, 119 Williams Street, 145 and 60 William Street are progressing favorably. Bids are to be received on 119 William Street tomorrow and specifications should be complete on 145 and 60 William Street shortly.

9. RECYCLING CONTAINERS

Mr. Cuccia stated new recycling containers have been ordered for the Park. Upon receipt, it will be determined if they are appropriate for use or whether other options need to be explored.

10. RECYCLING YARD

Finalization of the steps in the dumpster area is planned when time permits. Currently, metal steps for two containers are utilized as well as the recycling truck for residents to dispose of their recycling materials. Council President FONTANA requested this project be completed. Mr. Cuccia to follow-up with Mr. Simone for a completion date.

11. AUCTION

Mr. Cuccia announced auction paperwork was received. A date for an inspection and bid is to be selected.

12. RIVER BOULEVARD DRAINAGE

Mr. Cuccia reported the County has received bids to repair the pipes under the River Boulevard and should be awarded shortly.

Meeting of October 5, 2015

13. BUS SHELTERS

Mr. Cuccia announced, according to NJ Transit, bus shelters have been ordered and are in the NJ Transit system to be installed as scheduling permits.

14. DPW TRUCKS

Mr. Cuccia stated the new switch and go truck is to be delivered at the end of the month. A search continues for the used chassis to replace the old salt spreader.

Council President FONTANA questioned whether the Township is required to make any preparations for the bus shelter installation. Mr. Cuccia responded preparations are on the part of NJ Transit as well as the schedule for installation.

Discussion ensued with regard to the list and schedule of roads to be paved, particularly Ridge Road and Route 23. Mr. Lindsay will call the County to get a schedule.

PUBLIC PORTION-AGENDA ITEMS ONLY

At this time, Council President FONTANA emphasized that the EMS ordinance will not be voted on at the next meeting, however, there will be a public hearing.

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

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

The Council President declared the motion passed.

Louis Fernandez, Harrison Street, requested the amounts of tax resolutions be included on the agenda from this point forward. He also asked for clarification regarding the EMS presentation with regard to individuals unable to pay.

Arnold Korotkin, Long Hill Road, queried whether there is a fund the ambulance service could apply to for those cases where there is an inability to pay, similar to hospitals. He also questioned whether a longitudinal revenue vs. cost analysis was conducted. He stated the Best Practices score is commendable. He also brought forth issues of attaching pdf files to the Minutes online, instituting pay-to-play laws, and accessibility at the Inwood playground.

Ray Kostroski, 170 Donato Drive, questioned whether the billing company commission has been considered in the EMS calculations.

Brian Reynolds, Notch Road, requested clarification regarding revenue estimations as to whether it is a 12 hour or 24 hour service. Mr. Cuccia confirmed the new service would be a 24 hour service. Mr. Reynolds also requested clarification on salaries, calculations of insurance policies, percentage of calls outside of Little Falls, pension costs, the pay schedule for the medical director, and the ability to outsource the services.

Maria Cordonnier, 648 Upper Mountain Avenue, recommended researching how the surrounding towns handle ambulance services. She questioned whether it would be possible to outsource services during the day and use volunteers during the night hours.

Louis Fernandez, Harrison Street, requested clarification on the number of employees needed under the proposed EMS ordinance.

No one further having come forward to be heard, it was moved by Councilmember Damiano, seconded by Councilmember Liess, that the meeting be and it was closed to the public.

Poll: Ayes: Damiano, Liess and President Fontana
 Nays: None

The Council President declared the motion passed.

Mr. Cuccia explained the process of billing for individuals who cannot pay for ambulance services. Council President FONTANA questioned whether the Township could accept whatever insurance pays for residents. Ms. London stated further review would be required. Mr. Cuccia elaborated that the third party billing company would create a bill, send it out, collect the money and forward the Township the revenue with a report. The projections account for third party billing costs. Mr. Cuccia clarified the insurance question posed by Mr. Reynolds, noting that it will cost the Township approximately \$12,500 for workers compensation. Furthermore, there are fourteen 12-hour shifts to fill a week, and there is a pool of 25 employees to work. Mr. Cuccia reiterated the up-front cost in the estimate is \$82,000 for equipment. Chief Sweezy discussed equipment needs and equipment available. Mr. Cuccia stated the medical director is generally not a paid position. Chief Sweezy stated the employees are allowed to work 24 hours per week, which is two shifts. If a second call occurs, mutual aid would be activated as is current practice. He further explained the ordinance allows for them to work 28 hours for separate events such as street fairs. Mayor Conti questioned whether the additional four hours for special events would be paid for by whoever is hosting the event. Chief Sweezy noted policy and procedure would reflect the host of the event would pay for the extra hours. Council President FONTANA asked how many calls out of 1500 are in Little Falls. Ron Cordero stated approximately 90% of the calls are in Little Falls. Chief Sweezy addressed the firefighter requirement and how volunteers who want to provide EMS services have been accommodated. He discussed other towns and how they have handled similar circumstances.

Mr. Cuccia stated the Township auditors would reconcile the books

Meeting of October 5, 2015

Mr. Cuccia confirmed the Township follows NJ statutory guidelines with regard to pay-to-play laws. Little Falls currently does not have a pay-to-play ordinance. Adopting an ordinance would require the Township to be more restrictive.

Mr. Lindsay reported he reviewed handicapped accessibility at Inwood Park with Mr. Simone. Ramps were not originally budgeted. He discussed some possibilities with regard to the slopes, which would require some expense. Mr. Lindsay to investigate options and costs and report back.

PAYMENT OF BILLS

It was moved by Councilmember Damiano, seconded by Councilmember Liess, that the Council approve the following:

RESOLUTION [BL]

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.

\Poll: Ayes: Damiano, Liess and Council President Fontana
 Nays: None

The Council President declared the motion passed

There being no further business to come before the meeting, it was moved by Councilmember Damiano, seconded by Councilmember Liess, that the meeting be and it was adjourned at 8:48 p.m.

Cynthia Kraus
Municipal Clerk