

**TOWNSHIP COUNCIL WORKSHOP AGENDA**

MONDAY, NOVEMBER 9, 2020

7:00 P.M.

**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. 10:4-10 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, NJ ON JANUARY 9, 2020. A COPY OF THE NOTICE WAS FAXED TO THE NORTH JERSEY HERALD & 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.

**THIS MEETING IS BEING CONDUCTED UNDER THE CIRCUMSTANCES SURROUNDING THE COVID-19 HEALTH SITUATION. NO PUBLIC WILL BE ALLOWED TO ATTEND THE MEETING IN PERSON. A YOUTUBE LINK TO VIEW THIS MEETING CAN BE ACCESSED ON THE TOWNSHIP WEBSITE AT [WWW.LENJ.COM](http://WWW.LENJ.COM). ELECTRONIC PROVISIONS HAVE BEEN ESTABLISHED FOR THE PUBLIC TO PARTICIPATE DURING THE PUBLIC COMMENT PORTION OF THE MEETING.**

**ROLL CALL**

**PUBLIC COMMENT - ALL MATTERS**

ANYONE WISHING TO ADDRESS THE TOWNSHIP COUNCIL MAY DO SO BY SENDING AN EMAIL TO [CKRAUS@LENJ.COM](mailto:CKRAUS@LENJ.COM). THE EMAIL MUST PROVIDE YOUR NAME AND ADDRESS FOR THE RECORD. AT THIS TIME THERE WILL BE A TEN-MINUTE RECESS, WHICH WILL ALLOW THE PUBLIC TO SEND COMMENTS AND QUESTIONS VIA EMAIL. AT THE END OF THE RECESS, THE MEETING WILL RECONVENE AND ALL PROPER EMAILS WILL BE READ INTO THE RECORD. THE COUNCIL PRESIDENT WILL DETERMINE IF A RESPONSE IS NEEDED AND IF SO, SHALL DIRECT SAID RESPONSE. ONCE THE PROCESS IS COMPLETE, WE WILL RETURN TO THE REGULAR ORDER OF BUSINESS.

**ITEMS TO BE DISCUSSED:**

**MAYOR/ADMINISTRATOR:**

1. SPECIAL EMERGENCY RESOLUTION/CERTIFICATION RESOLUTION/SPECIAL EMERGENCY ORDINANCE
2. ADOPTION OF 2020 PASSAIC COUNTY HAZARD MITIGATION PLAN UPDATE
3. AUTHORIZATION OF CHANGE ORDER FOR IMPROVEMENTS TO DONATO DRIVE
4. AUTHORIZATION OF EMPLOYMENT CONTACT WITH TOWNSHIP ADMINISTRATOR
5. INTRODUCTION OF ORDINANCE TO AMEND STOP INTERSECTIONS
6. INTRODUCTION OF ORDINANCE TO AMEND YIELD INTERSECTIONS
7. INTRODUCTION OF STORMWATER AMENDMENT ORDINANCE

**ACTION ITEMS:**

**CORRESPONDENCE**

REQUEST FROM SINGAC VOLUNTEER FIRE COMPANY #3 FOR PERMISSION TO CONDUCT A BOOT DRIVE AT THE INTERSECTION OF MAIN STREET AND NEWARK POMPTON TURNPIKE ON SATURDAY, NOVEMBER 29, 2020 FROM 9:30 A.M. UNTIL DUSK, WITH A RAIN DATE OF SATURDAY, DECEMBER 6, 2020.

**RESOLUTIONS**

SPECIAL EMERGENCY RESOLUTION [A]

SPECIAL EMERGENCY CERTIFICATION RESOLUTION OF CFO [B]

RESOLUTION AUTHORIZING THE ADOPTION OF THE 2020 PASSAIC COUNTY, NEW JERSEY HAZARD MITIGATION PLAN UPDATE [C]

RESOLUTION AUTHORIZING CHANGE ORDER IN EXCESS OF \$26,115.61 OF CONTRACT PRICE FOR THE IMPROVEMENTS TO DONATO DRIVE PROJECT [D]

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN EMPLOYMENT CONTRACT WITH THE TOWNSHIP ADMINISTRATOR [E]

BILL LIST [F]

**NEW BUSINESS**

INTRODUCTION OF ORDINANCE NO. 1391, AN ORDINANCE ENTITLED, "AN ORDINANCE AUTHORIZING AN EMERGENCY APPROPRIATION N.J.S. 40A:5-53, COVID-19 SPECIAL EMERGENCY", WITH A SECOND READING AND PUBLIC HEARING SCHEDULED FOR DECEMBER 7, 2020.

INTRODUCTION OF ORDINANCE NO. 1392, AN ORDINANCE ENTITLED, "AN ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS, IN THE COUNTY OF PASSAIC, STATE OF NEW JERSEY, TO AMEND CHAPTER 7 (ON-STREET REGULATIONS), STOP INTERSECTIONS, OF THE CODE OF THE TOWNSHIP OF LITTLE FALLS", WITH A SECOND READING AND PUBLIC HEARING SCHEDULED FOR DECEMBER 7, 2020.

INTRODUCTION OF ORDINANCE NO. 1393, AN ORDINANCE ENTITLED, "AN ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS, IN THE COUNTY OF PASSAIC, STATE OF NEW JERSEY, TO AMEND CHAPTER 7 (ON-STREET REGULATIONS), YIELD INTERSECTIONS, OF THE CODE OF THE TOWNSHIP OF LITTLE FALLS", WITH A SECOND READING AND PUBLIC HEARING SCHEDULED FOR DECEMBER 7, 2020.

INTRODUCTION OF ORDINANCE NO. 1394, AN ORDINANCE ENTITLED, "AN ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS, IN THE COUNTY OF PASSAIC, STATE OF NEW JERSEY, AMENDING CHAPTER 218, STORMWATER MANAGEMENT, OF THE CODE OF THE TOWNSHIP OF LITTLE FALLS", WITH A SECOND READING AND PUBLIC HEARING SCHEDULED FOR DECEMBER 7, 2020.

**COUNCIL TOPICS FOR DISCUSSION**

**ADJOURN**

**RESOLUTION [A] 20-11-09 # \_\_\_\_\_**  
**COVID -19 SPECIAL EMERGENCY**  
**SPECIAL EMERGENCY RESOLUTION – N.J.S.A 40A:4-53, 54, 55.1 and 55.13**  
*(3-year and 5-year Special Emergencies COVID-19 Related Operating Deficits)*

WHEREAS, it has been found necessary to adopt a Special Emergency Appropriation to meet certain Extraordinary COVID-19 affected revenue losses and/or additional expenditures incurred, or to be incurred, related to the COVID pandemic, and

WHEREAS, N.J.S.A. 40A:4-53 allows a municipality to authorize special emergency appropriations for COVID-19 related revenue loss and/or additional expenditures incurred during the COVID-19 related public health emergency, and provides that it shall be lawful to adopt such special emergency, which appropriation and/or the “special emergency notes” issued to finance the same shall be provided for in succeeding annual budgets by the inclusion of an appropriation as prescribed by the act and in compliance with the Division of Local Government Services regulations set forth as part of the COVID-19 Operating Deficits and Extraordinary Expenditures: Implementation of P.L. 2020,c.74

NOW, THEREFORE BE IT RESOLVED, (by not less 2/3 vote of the full governing body members affirmatively concurring) that in accordance with the provisions of N.J.S.A 40A:4-55:

1. The Chief Financial Officer has been directed by resolution \_\_\_\_\_ adopted on \_\_\_\_\_ to make a written application and certify to the Division Director, on the prescribed form, that the deficits in revenue and additional expenditures are directly attributable to COVID-1, .and said certification was approved by the governing body and submitted to the Director of the Division of Local Government Services.
2. A Special Emergency Deferred Charge is hereby established for COVID-19 affected revenue losses in the total amount of \$ 2,060,455.51.
3. A Special emergency appropriation is hereby made for COVID-19 Expenditures in the total amount of \$ 0.00.
4. That the total emergency appropriation shall be provided for in the budgets of succeeding years beginning in 2022 by the inclusion of not less than \$ 412,089.11 (must be at least one fifth of the total amount).
5. That special emergency note, not in excess of the amount authorized pursuant to law, may be issued.
6. That such notes when issued shall be executed by Township of Little Falls Chief Financial Officer and Mayor and Township Clerk. The Chief Financial Officer is hereby authorized to sell said notes and any renewals thereof from time to time.
7. That said Special Emergency Notes may be issued to address the cash flow and appropriation needs related to the deferred charge in compliance with the provisions of P.L. 2020, c.74
8. That two (2) certified copies of this resolution will be filed with the Director of the Division of Local Government Services.

**RESOLUTION [B] 20-11-09 # \_\_\_\_\_**  
**COVID -19 SPECIAL EMERGENCY**  
**Certification of Chief Financial Officer and Approval of Governing Body**

**WHEREAS**, The Township of Little Falls has experienced COVID 19 related revenue loss and extraordinary expenditures during the budget year 2020, and

**WHEREAS**, P.L. 2020, c. 74 provides for the funding of these revenue losses and extraordinary expenditures through a COVID Special Emergency, and

**WHEREAS**, in order to qualify for a special emergency under the provisions of N.J.S.A. 40A: 4-53, as amended by P.L.2020, c. 74, the Township must, prior to December 1, make application to the Director of the Division of Local Government Services to obtain an approval of the certification of the special emergency and the resulting deferred charge in advance of the close of budget year 2020, and

**WHEREAS**, the Chief Financial Officer has determined that there is an operational gap attributable to COVID -19 affected revenue loss and/or additional expenditures needs to be addressed prior to year-end;

**NOW, THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Little Falls (by not less than a majority vote of the full governing body members affirmatively concurring) in accordance with the provisions of N.J.S.A 40A:4-53, as amended by P.L. 2020, c. 74, as follows:

1. The Chief Financial Officer is directed to submit an application to the Division Director on the prescribed form and shall certify that the deficits in revenue and additional expenditures are directly attributable to COVID-19.
2. The Chief Financial Officer has submitted said certification to the governing body for approval. (attached to this resolution)
3. The Township Council by approval of this resolution approves the certification made by the Chief Financial Officer related to COVID-19 Special Emergencies.
4. The Township Council directs the Chief Financial Officer, the Auditor and Bond Counsel to prepare the Ordinance and Resolution for Special Emergency COVID-19 related revenue deficit and/or additional expenses pursuant to statute and regulations resulting from P.L.2020, c. 74.
5. That two (2) certified copies of this resolution will be filed with the Director of the Division of Local Government Services.

**RESOLUTION [C] 20-11-09 - # \_\_\_\_\_**

**A RESOLUTION OF THE GOVERNING BODY OF THE TOWNSHIP OF LITTLE FALLS  
AUTHORIZING THE ADOPTION OF THE  
2020 PASSAIC COUNTY, NEW JERSEY HAZARD MITIGATION PLAN UPDATE**

**WHEREAS**, all jurisdictions within Passaic County have exposure to hazards that increase the risk to life, property, environment, and the County and local economy; and

**WHEREAS**; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

**WHEREAS**, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

**WHEREAS**; a coalition of Passaic County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Passaic County; and

**WHEREAS**, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Little Falls:

- 1) Adopts in its entirety, the 2020 Passaic County Hazard Mitigation Plan Update (the "Plan") as the jurisdiction's Hazard Mitigation Plan and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Mitigation Planning Committee as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.
- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.

APPROVED: \_\_\_\_\_

\_\_\_\_\_  
Mayor James Belford Damiano  
Township of Little Falls

ATTEST: \_\_\_\_\_  
Cynthia Kraus, Municipal Clerk  
Township of Little Falls

RESOLUTION [D] 20-11-9 - # \_\_\_\_\_

RESOLUTION AWARDING CHANGE ORDER TO 4 CLEAN-UP, INC.  
FOR THE IMPROVEMENTS TO DONATO DRIVE PROJECT

WHEREAS, the Township Council has received a recommendation from the Township Special Project Engineer, H2M Architects & Engineers regarding the Improvements to Donato Drive contract to change contract items as listed in the original specification; and

WHEREAS, this change order increases the contract by \$26,115.61 consisting of an adjustment of quantities to reflect as-built conditions and coordinate work with PSE&G for repair of a gas service; 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 4 Clean-Up, Inc. for the Improvements to Donato Drive 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 4 Clean-Up, Inc. in the amount of \$26,115.61, making the revised contract amount \$578,010.91.

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APPROVED: \_\_\_\_\_

cc: Finance Dept.  
H2M Architects & Engineers  
4 Clean-Up, Inc.  
Project File  
Dept.

RESOLUTION [E] 20-11-09 - #\_\_\_\_\_

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE CONTRACT WITH THE ADMINISTRATOR

BE IT RESOLVED, that the Mayor is hereby authorized to execute an employment contract with the Township Administrator effective 01/01/2021.

APPROVED: \_\_\_\_\_