

The workshop meeting of the Borough of Riverdale Mayor and Council opened on the above date at 7:30 p.m. with the Pledge of Allegiance.

Mayor William Budesheim presiding.

ROLL CALL: **Present:** **Astarita, Carelli, Guis, Loesner, Wetzel, Falkoski**
 Absent: **None**

Mayor Budesheim announced that proper notice of this meeting was made as to time, date, place and agenda.

PUBLIC PARTICIPATION NO. 1:

There being no comments, Councilman Falkoski set forth the motion, seconded by Councilman Astarita, to close the public session.

ALL IN FAVOR.

RESOLUTIONS:

Councilman Falkoski asked for clarification of resolution No. 9. Councilman Guis clarified the survey is to define the area of the easement to install the sewage pump station for the Hamburg Turnpike sewer project. Councilman Falkoski stated that we should remove No. 6 to be discussed as other business. Councilpersons Loesner and Wetzel agreed.

Thereupon, Councilman Falkoski set forth the motion, seconded by Councilman Astarita, to approve the following resolutions:

- 1) Payment of Utility Bills, including approval of \$500 check to Mrs. Carelli for the Food Pantry.
- 2) **Resolution No. 25-2012;** Memorialize Police Department Petty Cash Fund in the amount of \$50.00 previously approved by governing body.
- 3) **Resolution No. 26-2012;** Memorialize Administrative Petty Cash Fund in the amount of \$50.00 previous approved by governing body.
- 4) **Resolution No. 27-2012;** Transfer of 2011 Appropriation Reserves.
- 5) **Resolution No. 28-2012;** Authorizing Steven A. Schotanus to file a tonnage grant report to the DEP.
- 6) Removed.
- 7) Approval of Change Order for street signs in the amount of \$4,510.00, and Change Order S1 - Clean & televise sewers at Arlington \$2,940.00; Change Order S2 – Mead Avenue - \$6,657.00; Change Order S3 – Mead Avenue - \$7,105.91; Change Order S4 – Mead Avenue - \$3,861.00; Change Order S5 – Arlington Place - \$5,847.00. Total changes - \$27,036.00. (copy of back-up paperwork transmitted to governing body with agenda)
- 8) Approval of payment #2 to Pacific Construction, LLC in the amount of \$247,566.45 which included \$27,036.00 in change orders for the improvement to Arlington Place, Mead Avenue & Haycock Avenue.
- 9) Authorize the use of Borbas Surveying and Mapping, LLC to perform a boundary and topographic survey of Tax Lot 15.01 Block 10, 29 Morris Avenue and a portion of the road right of way in the amount of \$3,450. Work is needed to finalize the Morris Avenue pump station. (copy transmitted)
- 10) Authorizing the Borough Clerk to sign NJDEP fish stocking permit applications for Pequannock Valley Middle School, Pequannock and Eastside High, Hackettstown to release trout into the Pequannock River at Post Lane as part of a school program called “Trout in the Classroom”.

RESOLUTIONS (continued):

ROLL CALL: **Ayes:** **Astarita, Carelli, Guis, Loesner, Wetzel, Falkoski**
 Nays: **None**
 (6 ayes – 0 nays – motion carried)

COPY OF BILLS LIST AND RESOLUTIONS IN FULL ON PAGE NO. 17-A, B, C, D AND E**OTHER BUSINESS:**

- 6) Resolution to put total amount of Mayor's salary under Mayor's salary in salary ordinance.

Councilman Falkoski stated that instead of being passed as a resolution this should be discussed along with the total salary ordinance when we go through the budget. Mayor Budesheim stated that there is no change in the amount of money. Councilman Falkoski stated there is a change. Mayor Budesheim stated that we want to discuss it. Councilman Loesner asked Mayor Budesheim if the proposal is to move the entire amount from OEM to your Mayor's salary. Mayor Budesheim said that is right. Councilman Loesner asked if that leaves nothing for the next OEM Director. Mayor Budesheim stated the ordinance range is from zero to \$5,000. Councilman Loesner stated that at this time he feels it is premature. We're going to be discussing early preliminary budget hearings later in the meeting and any change in salary would not be warranted until we discuss our budget this year. Councilman Astarita agreed.

WORKSHOP DISCUSSION:

- 1) Showmobile Fees – Chapter 95-13 of the Code of the Borough of Riverdale for discussion of feasibility of offering discounted rates and possible amendment to existing ordinance. (copy of Chapter 95-13 transmitted to governing body with agenda)

Councilman Loesner stated that the Deputy Clerk asked for clarification of the fee to charge JC Promotions for rental of the showmobile on multiple dates. In the past the Council voted to give them a discount off of the non-profit rate of \$500. By ordinance they should be charged \$750 per use since they are not non-profit. Councilwoman Wetzel stated that if we're going to make an exception to the ordinance then we should establish how many uses constitute a discount and incorporate that in the ordinance. After further discussion Council decided that if a renter booked five or more dates they would be charged a discounted rate of \$500 per day instead of \$750 per day and the ordinance will be amended.

- 2) Amendment to Chapter 47 "Police Department" of the Code of the Borough of Riverdale. (copy of Chapter 47 and copy of proposed amendment transmitted to governing body with agenda)

Councilman Falkoski stated that the ordinance we have in place creates positions that don't exist and the methods for promotion are very convoluted. The ordinance on the table for discussion is simpler. Police Chief Smith explained that he prepared the draft ordinance based on a risk management seminar he attended. He answered questions from the Council. Mayor Budesheim stated his concerns with written exams for Sergeants and the cost for the exams. He feels it is a mistake to have it in the ordinance because you open yourself up to having to promote people who don't make the best candidate but scored well on the written test. It is the only objective part. Councilman Falkoski stated it is a protection. Councilwoman Wetzel stated that the exam is not the only part and suggested that it be pass/fail. After further discussion Council decided the weighting of

WORKSHOP DISCUSSION (continued):

the test for Sergeant should be based 20% on the written test, 40% on the Chief's oral exam and 40% on the Committee's oral exam with the option to waive the test when there are 6 or less candidates.

- 3) Administrative Code – (copy of proposed Administrative Code transmitted to governing body with agenda)

Councilman Falkoski stated that Administrative Code is a means of establishing duties of the Mayor and Council, the duties of the committees and the powers of the Council and powers of the Mayor. He suggested we introduce this and avoid some of the controversy that occurred on our reorganization night. He said he reviewed about 8 towns that have such an ordinance and selected those that are the most feasible for this proposal. Councilman Carelli asked why we need to adopt this if the duties are statutory. Councilman Falkoski stated that this establishes for this Council and the public what the responsibilities are. This is similar to what most of the towns have and I am suggesting we adopt something like this to prevent any more confrontation in the future. Mayor Budesheim stated that we have bylaws. Borough Attorney Oostdyk clarified that some of this is statutory and some of it is not. After further discussion, Council decided they would review the existing bylaws.

MAYOR REPORT:

Mayor Budesheim reported on establishing policies and procedures for social media. He distributed a policy obtained from the county for Council review. Councilman Loesner stated he would like the Council to establish a technology committee to encompass Twitter, Facebook, the website and the newsletter and determine how we want to go forward with this. We have to establish the position of a social media person before appointing one.

Mayor Budesheim announced that we try to acknowledge an employee who is here for 25 years for dedicated service. Unfortunately, she was here 25 years last March and I missed the date. Our Borough Clerk, Carol Talerico, has been here almost 26 years now as a dedicated and loyal employee for the town and community. Mrs. Talerico was presented with a watch in appreciation of her dedication. She thanked the governing body and said she's enjoyed her job tremendously over the years and it's been a pleasure working for the borough.

Mayor Budesheim addressed the residents who were present to discuss connecting to the sewer system. Letters had been sent to residents on Parkway, Morris Avenue, Newberry Place, Brown Court and Oak Street to determine interest in connecting to the sewer system. He explained the process and how the cost would be paid by the homeowner as an added assessment. When this was done on Greenwich and Van Duyne the cost was close to \$10,000. Cost for the assessment would not be known until we receive bids. He explained the remaining costs that would be involved for the homeowners. He and Councilman Guis answered questions. Residents of Morris Avenue were also concerned with the rising water table on that street.

BOROUGH CLERK REPORT:

Borough Clerk Talerico reported on items for the regular meeting agenda. The Senior Citizen Club has inquired about their budget so they can schedule their trips. Councilman Loesner stated that meetings will be set up with all departments including the seniors to discuss the budget. The Morris County Freeholders have requested Riverdale host a meeting on Wednesday, June 27, 2012 at 7:30 p.m. Council agreed to hold the meeting and asked Clerk Talerico to respond to the request. Clerk Talerico

BOROUGH CLERK REPORT (continued):

informed the Council that she started receiving invoices for individual dumpsters at The Grande in addition to the regular bid fees. She asked if there was an agreement put in place. Mayor Budesheim stated that we agreed to an extra pickup a week for the holidays and this should be the last invoice.

ATTORNEY REPROT: No report.

COMMITTEE REPORTS:

Mayor Budesheim asked if the committees had selected their chairperson. Councilman Astarita stated he is in charge of Buildings and Grounds. Councilman Carelli stated he is in charge of Personnel.

PERSONNEL: Councilman Carelli reported that he will be working with Councilman Falkoski on the Administrative Code. We stated looking at salaries and the budget process and I will have more to report as time goes on.

PUBLIC SAFETY: Councilman Falkoski reported that he is in charge of Public Safety but has no report at this time. Mayor Budesheim asked if he had looked into an ordinance for the Fire Department that was handed out a year ago. Councilman Falkoski stated that he would need a copy and would look into it.

PUBLIC WORKS: Councilman Guis reported that he is in charge of Public Works. We are having problems with the Jet Vac and will have a proposal from the vendor at the next meeting. He also reported the progress on the flood remediation project with Wayne, Pequannock and Pompton Lakes. We have a total of \$360,000. We have permits in place that are good for 5 years which allow for desilting and debriaring of the river. Wayne broke away and we are working with Pequannock and Pompton Lakes. Mayor Budesheim stated that Pompton Lakes broke away from Pequannock and we stayed in with Pompton lakes since we share the same river. Pompton Lakes has gone through the bidding process and will be awarding their contracts Wednesday evening and the project will be underway by next week. Councilman Guis stated it was recommended we stay with Pequannock down by Harrison Road. He also recommended we use some Open Space money to complete the job if crews are in place and we need additional funds.

COMMUNITY RELATIONS: Councilwoman Wetzel reported that she is in charge of Community Relations. She read the Recreation Director's report on current recreation events. She is scheduled to attend the next Board of Health meeting and will bring back a report.

BUILDINGS AND GROUNDS: Councilman Astarita reported that the Community Development Block Grant meeting will be held March 5th and 6th and he will be out of town. Councilman Loesner will attend those meetings. He stated that he believed we had an application for the grant for the Glenburn Estate. Mayor Budesheim stated that we do not since we have two open applications and are not eligible. Mayor Budesheim asked about the closet the library wanted. Councilman Astarita stated he hadn't heard anything about it and would look into it. He also reported that he did some research and handed out copies of the duties of a Borough Administrator.

FINANCE: Councilman Loesner reported that he is in charge of Finance. They will be starting preliminary meetings for the budget. He stated that he did not get a revenue statement for the newsletter again this month. When the turnover takes place in the DPW he would like to begin tracking hours at the Glenburn to get a better idea of how much we're spending there. We had a furnace problem at the Community Center two weeks

COMMITTEE REPORTS (continued):

ago. We may have an issue with rocks getting into the exhaust pipes coming out of the side of the building. If it continues to be a problem we may have to put a chain link fence around that area.

PUBLIC PARTICIPATION NO. 2:

Joseph Petracca of Highland Avenue spoke regarding his property and his disagreement with his property taxes and borough zoning regulations.

Joan Garcia asked if we were reimbursed for the charges for caring for the dogs that were removed from Mr. Petracca's property. Mayor Budesheim stated he was not aware that we were and did not know how we could get reimbursed.

Glenn Venza asked Councilman Loesner if he planned on asking for input from the residents regarding the budget. Councilman Loesner stated that we will have a budget presentation as we always do. The budget will be introduced on time and there will be a public hearing for comments prior to adoption. Mr. Venza questioned Councilman Falkoski regarding his knowledge of the existing Council Bylaws. He stated that the committees were formed in direct opposition to the bylaws which say the Mayor will be a member ex-officio of all committees. With three member committees and the Mayor as ex-officio you need to publicly advertise whenever you're going to have a meeting. Councilman Falkoski stated that is correct since it becomes a quorum. The Council Committees are formed by statute to do the business of the Council and report to the Mayor and Council about their various departments. Mr. Venza stated that with 3 member committees plus the Mayor you have created quorums for every meeting. Councilman Falkoski stated that ex-officio is because he's the Mayor and he's not really a member of the committee. If he attends the meeting he breaks it up and it is up to him if he chooses to attend. Mr. Venza asked if the Mayor is notified of all the meetings. Councilman Falkoski said he possibly is but that he did not notified him of the one meeting his committee had. Mr. Venza asked the Borough Attorney if the bylaws require the Mayor to be notified. Borough Attorney Oostdyk stated he would need to review the bylaws. When asked, Mr. Venza stated that his is point is you should stand by the bylaws of the Council currently which is 2 man committees with the Mayor as ex-officio. Councilman Falkoski stated this Council doesn't feel that's the proper way to administer the business of the Council. We decided to form 3 member committees and work forward from that point.

Michael Kheypets stated that if we haven't amended the bylaws since 1976 and they are typed with handwritten notes and arrows, I would guess that somebody made a mistake or they've been forgotten and we should probably rewrite them. Councilman Falkoski stated that is what we're attempting to do with the Administrative Code.

Fire Chief Dan Sturm reported that we did get the Morris County tanker and are in the process of getting it registered and insured. Training begins at the end of the month and expenses are paid by the County.

Joan Garcia encouraged all residents to attend a course on emergency preparedness on February 21st at the firehouse that's been arranged with the American Red Cross.

There being no further comments, Councilman Falkoski set forth the motion, seconded by Councilman Astarita, to close the public session.

ALL IN FAVOR.

ADJOURNMENT:

Councilman Falkoski set forth the motion, seconded by Councilwoman Wetzel, to adjourn the meeting.

ALL IN FAVOR.

Adjourned: 9:40 p.m.

Respectfully Submitted:

Carol J. Talerico, R.M.C.
Municipal Clerk