



**TOWNSHIP OF ROCHELLE PARK  
151 WEST PASSAIC STREET  
ROCHELLE PARK, NEW JERSEY 07662**

**MINUTES – PUBLIC MEETING – November 9, 2011**

Call to Order 7:35 PM

According to the Open Public Meetings Act, this meeting of October 19, 2011 was advertised in the notice sent to the “Our Town” and “The Record” and posted on the bulletin board in the Municipal Building on January 3, 2011 and has remained continuously posted as the required notice under the Statute and is being taped. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

Roll Call:       Comm. R. Davidson  
                  Comm. K. J. Kovalcik  
                  Comm. F. Valenzuela  
                  Comm. J. Ouellette  
                  Mayor J. Scarpa

Pledge of Allegiance was led by Roland Jacobsen

Mayor Scarpa asked that everyone remain standing for a moment of silence remembering those in the military stationed overseas.

A motion was offered by Comm. Valenzuela and seconded by Comm. Davidson to approve the agenda. Motion carried on a voice vote – all voting “Aye”.

A motion was offered by Comm. Ouellette and seconded by Comm. Kovalcik to approve the minutes of the Public Meeting held on October 19, 2011. Motion carried on a voice vote – all voting “Aye”.

Reports:

Health Department   - October 2011  
Municipal Court       - October 2011  
Attendance Report   - October 2011  
Building Department - October 2011

The Consent Agenda was offered by Comm. Valenzuela seconded by Comm. Ouellette and reads:

Resolution #2011 – 217

A Resolution – Payment of Bills – November 2011

Be it resolved, by the Township Committee of the Township of Rochelle Park, Bergen County, that the following bills be turned over to the Treasurer, and if found to be correct, be paid provided there is sufficient funds in the various accounts. (see attached)

Attest: Virginia De Maria

Resolution #2011 – 218

A Resolution – Authorizing the Hiring of a Library Assistant – Petritte Gonzales

Whereas, the Township of Rochelle Park hires library assistants to work within the Library; and

Whereas, the Township Committee has agreed with the recommendations made by the Administrator and Library Director with regard to the individual to be hired.

Now, therefore, be it resolved, by the Township Committee of the Township of Rochelle Park, County of Bergen and state of New Jersey that the following individual shall be hired as a part-time library assistant for the Township of Rochelle Park:

Petritte Gonzales  
235 W. Passaic Street  
Swan Apartment C-14  
Rochelle Park, N.J. 07662  
Part Time Salary - \$10.00 per hour

Resolution #2011 – 218 (cont.)

Be it further resolved, that the library volunteer shall be paid pursuant to the Salary Ordinance of the Township of Rochelle Park; and

Be it further resolved, that employment for this individual shall commence as of November 14<sup>th</sup>, 2011 pending back ground check. She shall be placed on a six month probationary period under the supervision of the Library Director. At the end of said probationary term, no action shall be required so long as the Library Director is satisfied that Ms. Gonzales has satisfactory completed the probationary period.

Be it further resolved, that the Township Clerk be and she is hereby authorized to forward a certified copy of the within Resolution to the Rochelle Park Library Director Judith S ands, Petritte Gonzales and the Township Attorney.

Attest: Virginia De Maria

Resolution #2011 – 219

A Resolution – Authorizing the Issuance of Request for Qualifications for Professional Services

Whereas, as of January 1, 2006 the “New Jersey Local Unit Pay to Play Law” enacted by the New Jersey State Legislature, became effective; and

Whereas, pursuant to the local public contracts law, contracts for the provision of professional services are not subject to competitive bidding, however, they are subject to the requirements of the above referenced law if the contract is anticipated to exceed \$17,500.00; and

Whereas, pursuant to N.J.S.A. 19:44A-20.1, et seq a municipality may not award a contract with a value in excess of \$17,500.00 to a business entity that has made a contribution within one (1) year of the date of the contract that is reportable by the recipient pursuant to N.J.S.A. 19:44A-1, et seq to a municipal political party committee in that municipality if a member of that party is serving in elective public office when such contract is awarded or to any candidate committee of any person who is serving in an elective public office of the municipality when such contract is awarded, unless the contract is awarded under a “fair and open process”; and

Whereas, the Township Committee has determined that it would be in the best interests of the Township to make certain professional appointments pursuant to a “fair and open process”.

Now, therefore, be it resolved, by the Township Committee of the Township of Rochelle Park, County of Bergen, State of New Jersey as follows:

1. The Township Attorney is authorized and directed to prepare a Legal Notice and Criteria for Submission of Qualifications for the following positions:
  - Township Attorney
  - Township Engineer
  - Township Auditor
  - Township Bond counsel
  - Township Planner
  - Risk Management Consultant
  - Attorney for Tax Appeals (2)
  - Municipal Prosecutor
  - Township Architect
  - Revaluation Company
  - Tax Appeal Expert Witness (Appraiser)
  - Township Redevelopment Planner
2. These requests for qualifications shall solicit submissions which shall be due at 3:00 p.m. on December 16, 2011.
3. Appointments to this professional position shall be considered at the reorganization meeting scheduled for January 4, 2012.
4. The Criteria for selection shall be as permitted by the aforementioned Law and contracts shall be awarded on the basis most advantageous to the Township.

Now, therefore, be it further resolved, that the Township Clerk be and she is hereby authorized and directed to post the Legal Notice and Criteria for Submission of Qualifications on the Township of Rochelle Park website for a period of not less than ten (10) days prior to the due date described in this Resolution; and

Now, therefore, be it further resolved, that the Township Clerk be and she is hereby authorized and directed to forward certified copies of the within Resolution together with copies of the Legal Notice and Criteria to the Township Attorney as well as to any professional currently holding the position described in this Resolution.

Attest: Virginia De Maria

Resolution #2011 – 220

A Resolution – Authorizing Contract for Groundwater Sampling at the DPW Garage – AccuTech

Whereas, the need exists to conduct sampling of the groundwater in and around the area of the Department of Public Works garage; and

Whereas, this testing is required as a result of the removal of two underground gasoline storage tanks at that location; and

Whereas, the township Clerk has secured a quotation for the performance of this groundwater sampling from AccuTech Environmental Services, Inc. of Keyport, New Jersey; and

Whereas, this quotation was in the amount of \$4,150.00, an amount which is under the applicable bid threshold and, as a result, it may be conducted without the necessity of competitive bidding.

Now, therefore, be it resolved, by the Township Committee of the Township of Rochelle Park, County of Bergen, State of New Jersey as follows:

1. A Contract with AccuTech Environmental Services, Inc. is hereby authorized.
2. This Contract will be in accordance with the quotation submitted to the Township Clerk on October 21<sup>st</sup>, 2011 and shall be in an amount not to exceed \$4,150.00.
3. This Contract may be awarded without the necessity of competitive bidding since it is in an amount which is under the applicable bid threshold.
4. This award is contingent upon certification by the Chief Financial Officer that sufficient funds exist for this purpose.
5. The Township Clerk/Administrator is hereby authorized to execute any and all invoices or vouchers that may be necessary in order to facilitate the provisions of this resolution.

Now, therefore, be it further resolved, that the Township Clerk be and she is hereby authorized and directed to forward certified copies of the within Resolution to AccuTech Environmental Services, Inc., Department of Public Works, the Township Engineer and the Chief Financial Officer.

Attest: Virginia De Maria

Resolution #2011 – 221

A Resolution – Authorizing Contract for Air Duct Cleaning – \$5,320.00 – All Seasons Duct Cleaning

Whereas, the Township Administrator has received a recommendation from the Clean Air Officer of the Township of Rochelle Park, Richard Bolan, for cleaning of the air ducts in the Municipal Building and the Police Department; and

Whereas, as a result of having received this recommendation, the Township Administrator secured quotations for the same for the performance of such work; and

Whereas, one such proposal was received from All Seasons Air Duct Cleaning of Cliffside Park, New Jersey; and

Whereas, the award of this Contract may be accomplished without the necessity of competitive bidding since it is an amount which is under the applicable threshold; and

Whereas, All Seasons Air Duct Cleaning is a company which specializes in these services.

Now, therefore, be it resolved, by the Township Committee of the Township of Rochelle Park, County of Bergen, State of New Jersey as follows:

1. A Contract be and is hereby awarded to All Seasons Air Duct Cleaning for performing air duct cleaning at the Rochelle Park Municipal Building and Police Department.
2. The services to be performed shall be in accordance with the proposal received from All Seasons Air Duct Cleaning dated October 17<sup>th</sup>, 2011 and shall be in an amount not to exceed \$5,320.00.
3. This Contract may be awarded without the necessity of competitive bidding since it is in an amount which is under the applicable bid threshold.
4. This award is contingent upon certification by the Chief Financial Officer that sufficient funds exist for this purpose.
5. The Township Clerk/Administrator is hereby authorized to execute any and all invoice or other agreement which may be necessary in order to facilitate the completion of these services.
6. The Contract awarded herein shall be in an amount not to exceed \$5,320.00 for all services performed pursuant to this award.

Minutes of the Public Meeting held November 9, 2011 cont.

Resolution #2011 – 221 (cont.)

Now, therefore, be it further resolved, that the Township Clerk be and she is hereby authorized and directed to forward certified copies of the within resolution to All Seasons Air Duct Cleaning, Richard Bolan, Clean Air Officer and the Chief Financial Officer for the Township of Rochelle Park.

Attest: Virginia De Maria

Resolution #2011 – 222

A Resolution – Authorizing the Sale of \$95,000 Emergency Notes  
See Attached

Resolution #2011 - 223

A Resolution – Authorizing the Sale of \$555,000 Special Emergency Notes  
See Attached

Resolution #2011 - 224

A Resolution – Authorizing Institution of Fee Schedule -Insufficient Funds – \$50.00

Whereas, the Township of Rochelle Park desires to incorporate in its fees, a \$50.00 fee for insufficient funds and;

Whereas, the banking institutions charge the township for the insufficient funds which from time to time occur with taxpayer payments and;

Whereas it is desirous to charge back to the general public, the insufficient fees,

Now therefore Be It Resolved, that the Township of Rochelle Park, shall institute a fee schedule in include a \$50.00 fee for insufficient funds.

Attest: Virginia De Maria

Resolution #2011 – 227

A Resolution – Authorizing Release of Closed Session Minutes – November 2, 2011

Whereas, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.) certain issues may be discussed by the Township Committee in a session which excludes the public; and

Whereas, the aforementioned law requires that the minutes of said closed sessions be released as soon as practicable after the meeting and so long as the release of the minutes will not be adverse to the interests of the public and/or the Township; and

Whereas, pursuant to statute, the purpose of this Resolution is to disclose the information which was discussed in closed session on November 2, 2011 to the extent that said information can be disclosed without adversely affecting the Township or the public interest.

Now, therefore, be it resolved, by the Township Committee of the Township of Rochelle Park, County of Bergen and State of New Jersey that the attached closed session minutes may be released to the public in accordance with the requirements of New Jersey State Law; and

Be it further resolved, that any minutes which have not been released pursuant to this Resolution shall be reviewed periodically by the Township Attorney and further recommendation shall be made for the release of additional minutes as the release of same is deemed to be proper.

Attest: Virginia De Maria

CLOSED SESSION MINUTES – November 2<sup>nd</sup>, 2011

A motion was made for the Township Committee to go into closed or executive session to discuss matters of personnel, litigation and negotiations. The following represents the minutes of that closed session to the extent that those minutes may be released at this time:

1. DPW Garage – The Township Attorney provided a summary of the status of the investigation into potential litigation regarding the construction of the DPW Garage.
2. Personnel - Committee member Davidson and the Township Administrator discussed personnel changes that are anticipated within the Police Department.

Attest: Virginia De Maria

A motion was offered by Comm. Valenzuela and seconded by Comm. Ouellette to adopt the Consent Agenda. Motion carried on a roll call vote – all present voting “Aye”.

The following resolution was offered by Comm. Valenzuela and seconded by Comm. Kovalcik and reads:

Resolution #2011 – 225

A Resolution – Hearing & Adoption - Ordinance #1042-11- Amending Chapter 161 – Streets and Sidewalks

BE IT RESOLVED, by the Township Committee of the Township of Rochelle Park, Bergen County, New Jersey, that an ordinance entitled “**AN ORDINANCE TO AMEND CHAPTER 161 OF THE CODE OF THE TOWNSHIP OF ROCHELLE PARK ENTITLED “STREETS AND SIDEWALKS”**” be and it is hereby passed upon second and final reading and that the Municipal Clerk be and she is hereby authorized and directed to advertise the same according to law.

Attest: Virginia De Maria

A motion was offered by Comm. Valenzuela and seconded by Comm. Davidson to open the hearing to the public. Motion carried on a voice vote – all voting “Aye”.

No comments from the public

A motion was offered by Comm. Valenzuela and seconded by Comm. Kovalcik to close the hearing to the public. Motion carried on a voice vote – all voting “Aye”.

A motion was offered by Comm. Valenzuela and seconded by Comm. Kovalcik to adopt the above resolution. Motion carried on a roll call vote – all voting “Aye”.

The following resolution was offered by Comm. Davidson and seconded by Comm. Valenzuela and reads:

Resolution #2011 - 226

A Resolution – Hearing & Adoption - Ordinance #1043-11 – Amending Chapter 55 – Alarms

BE IT RESOLVED, by the Township Committee of the Township of Rochelle Park, Bergen County, New Jersey, that an ordinance entitled “**AN ORDINANCE TO AMEND CHAPTER 55 OF THE CODE OF THE TOWNSHIP OF ROCHELLE PARK, ENTITLED “ALARMS”**” be and it is hereby passed upon second and final reading and that the Municipal Clerk be and she is hereby authorized and directed to advertise the same according to law.

Attest: Virginia De Maria

A motion was offered by Comm. Ouellette and seconded by Comm. Kovalcik to open the hearing to the public. Motion carried on a voice vote – all voting “Aye”.

No comments from the public

A motion was offered by Comm. Valenzuela and seconded by Comm. Ouellette to close the hearing to the public. Motion carried on a voice vote – all voting “Aye”.

A motion was offered by Comm. Davidson and seconded by Comm. Valenzuela to adopt the above resolution. Motion carried on a roll call vote – all voting “Aye”.

Committee’s/Administrator’s/Attorney’s Reports

Comm. Kovalcik – Ambulance Report – 89 Calls

Kovalcik congratulated Mayor Scarpa, Committeeman Valenzuela and Committeewoman Ouellette on their re-election to the Township Committee.

Comm. Valenzuela – Thanked the public for their support regarding the ballot questions, which would separate the Planning and Zoning boards. Valenzuela advised that he had been host to 5<sup>th</sup> Grade Webelos Pack 188 Den 1 who were applying for their civics badges. The Scouts visited the municipal court and the administration offices. The Webelos were Adam Becker, Peter Pascarella, Kevin Kowalski, Hunter Every, Rayan Daroowalla and Matthew Mina.

He then congratulated Mayor Scarpa and Comm. Ouellette on their re-election.

Minutes of the Public Meeting held November 9, 2011 cont.

Comm. Ouellette – Gave no report but congratulated Mayor Scarpa and Comm. Valenzuela on their victory at the polls.

Comm. Davidson – Congratulated his colleagues on the Township Committee for their re-election. He advised that he had been in touch with the County regarding the cleaning of the County Park behind Howard Avenue. He will continue to monitor the clean up. Davidson reported on a two day meeting with FEMA. This meeting was to discuss municipal losses. Meetings will continue next week hopefully finalizing issues and looking towards reimbursement for the Township. He spoke of the recent snow storm and thanked the DPW for their hard work clearing snow and downed tree limbs. They have spent countless hours clearing the town of tree debris. Davidson advised residents not to forget their Veterans and wished the Marine Corps a Happy Birthday.

Mayor Scarpa – stated that he looked forward to working with his colleagues and the public for three more years. This is his eighth term in office and 21<sup>st</sup> year. He thanked Comm. Davidson for his hard work and countless hours with FEMA. Scarpa then spoke regarding a recent negative article published in the County Seat in October. He was disturbed by the headline and tone of the article which alleged that the township officials and volunteers did not help residents after Hurricane Irene. Mayor Scarpa will write a rebuttal letter in the future for publication. The Mayor will be attending a freeholder meeting on November 22<sup>nd</sup> to hopefully bring an end to the Rt. 17 expansion project. Scarpa thanked the Recreation Committee for their hard work organizing Rochelle Park Day. He wished everyone a happy Veteran's Day and Happy Thanksgiving.

Administrator De Maria – asked if the Township Committee had any objections to the garbage specifications provided for review. They agreed with certain modifications the project can go out to bid. Ms. De Maria asked the Committee's direction regarding repairs to Carlock field turf. Mr. Job provided three quotations, CleanSweep Artificial Turf Maintenance - \$18,200, Sport Install - \$17,875.00, the lowest was SportCare - \$15,800.00.

A motion was offered by Comm. Ouellette and seconded by Comm. Valenzuela awarding SportCare to repair the turf at Carlock Field. Motion carried on a roll call – all voting “Aye”

Ms. De Maria advised that the DPW made one pass throughout the Township collecting tree debris and were currently going through a second time. The street sweeper is out cleaning streets. She reminded everyone that the Municipal Offices would be closed this Friday in observance of Veterans Day. She congratulated Mayor Scarpa, Comm. Valenzuela and Comm. Ouellette on their re-election and wished everyone a Happy Thanksgiving. She also reminded everyone that garbage pick up would be Thursday, November 10<sup>th</sup> instead of Friday November 11<sup>th</sup>.

A motion was offered by Comm. Davidson and seconded by Comm. Kovalcik to open the meeting to the public. Motion carried on a voice vote – all voting “Aye”.

No comments from the public.

A motion was offered by Comm. Davidson and seconded by Comm. Ouellette to close the meeting to the public. Motion carried on a voice vote – all voting “Aye”.

A motion was offered by Comm. Valenzuela and seconded by Mayor Scarpa to adjourn the meeting. Motion carried on a voice vote – all present voting “Aye”.

Respectfully submitted,

Virginia De Maria  
Municipal Clerk