



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

MINUTES – PUBLIC MEETING – September 16, 2009

Call to Order 7:30 PM

According to the Open Public Meetings Act, this meeting of September 16, 2009 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 7, 2009 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. K. J. Kovalcik
Comm. W. Lotz
Comm. J. Scarpa
Comm. P. Strohmeyer
Mayor F. Valenzuela

Pledge of Allegiance was led by Bob Davidson

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

A motion was offered by Comm. Scarpa and seconded by Comm. Lotz to approve the agenda. Motion carried on a voice vote – all voting "Aye".

A motion was offered by Comm. Scarpa and seconded by Comm. Kovalcik to approve the minutes of the Public Meeting held August 19, 2009. Motion carried on a voice vote - all voting "Aye"

Reports:

Building Department - August 2009
Health Department - August 2009
Municipal Court - August 2009
Attendance Report - August 2009

At the Work Session held on Wednesday, September 9, 2009 the following resolution was offered by Comm. Strohmeyer seconded by Comm. Lotz and adopted on a roll call vote – all voting "Aye".

Resolution #2009 – 182

A Resolution Authorizing a Lease Agreement Second Floor – Rochelle Park Professional Office Services LLC

Whereas, the Township Committee previously determined that the Second Floor of the Municipal Building, located at 151 West Passaic Street, Rochelle Park, New Jersey was no longer needed for public purposes.; and

Whereas, as a result of having made that determination, and in accordance with the requirements of law, the Township Attorney in consultation with the Township Administrator, prepared a solicitation for bids which provided that sealed bids for the rental of this area would be submitted no later than December 20th, 2008; and

Whereas, pursuant to Resolution No. 2009-43, all bids were rejected since the only bid received was in an amount which did not meet the minimum bid established pursuant to the bid solicitation; and

Whereas, a second bid solicitation was thereafter prepared which provided that bids were to be received not later than April 10th, 2009; and

Whereas, only one bid was received at that time and that bid failed to satisfy the minimum bid requirement set forth in the bid notice; and

Whereas, as a result of the foregoing, all bids were once again rejected; and

Whereas, as a result of the foregoing action, the Township Administrator and Township Attorney were authorized to negotiate directly with prospective tenants for a successor Lease Agreement; and

Resolution #2009-182 (cont.)

Whereas, the Township Attorney and Township Administrator have now recommended entering into a Lease Agreement in the form and manner attached hereto.

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 Lease Agreement for the Second Floor of the Municipal Building located at 151 West Passaic Street be and is hereby authorized..
2. The Lease Agreement shall be for a term of five years and shall be in the form attached hereto.
3. Lease shall provide for a monthly rental commencing at \$12,500.00 per month and shall further provide that the tenant shall accept the premises in "as is" condition.
4. The Mayor and Township Clerk be and are hereby authorized and directed to execute the Lease Agreement on behalf of the Township.

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 the Township Attorney, the acting Township Administrator and to Rochelle Park Professional Office Services, LLC, 151 West Passaic Street, Rochelle Park, New Jersey.

Attest: Virginia De Maria

At the Work Session held on Wednesday, September 9, 2009 the following resolution was offered by Mayor Valenzuela seconded by Comm. Kovalcik and adopted on a roll call vote – all voting "Aye".

Resolution #2009 – 183

Resolution – Awarding Contract S/A Chestnut Ave./Lincoln Ave.

Be it resolved that the Township Committee, Township of Rochelle Park hereby recommends to the New Jersey Department of Transportation that the contract for State Aid Improvement of Chestnut Avenue & Lincoln Drive, in the Township of Rochelle Park County of Bergen be awarded to D&L Paving Contractors, PO Box 507, Nutley, New Jersey 07110 whose bid amounted to \$120,343.75 subject to the approval of the Department. That the presiding officer of this body be and is hereby directed to sign for and on its behalf the contract in the prescribed form for said construction.

Attest: Virginia De Maria

The Consent Agenda was offered by Comm. Lotz seconded by Comm. Kovalcik and reads:

Resolution #2009 - 184

A Resolution – Payment of Bills – September 2009

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.

Attest: Virginia De Maria

Resolution #2009 – 185

A Resolution - Accepting Donation of Personal Property

Whereas, the Federal Mediation and Conciliation Service has offered the Township of Rochelle Park a donation of seventeen (17) chairs and four (4) tables; and

Whereas, this donation has been offered without any cost to the Municipality; and

Whereas, the acting Township Administrator has recommended the acceptance of this donation as these items can be used in various departments; and

Whereas, the Township Committee believes that it is necessary and appropriate to memorialize the acceptance of this donation

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. Donation from the Federal Mediation and Conciliation Service be and is hereby accepted.
2. The donation shall be of seventeen (17) chairs and four (4) tables
3. Upon receipt of this donation, the acting Administrator is hereby authorized and directed to forward a letter to the Federal Mediation and Conciliation Service, extending the thanks of the Township Committee for such a donation.

Resolution #2009 – 185 (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 the Federal Mediation and Conciliation Service, Woodbridge Place Building, 517 US Highway 1 South, Suite 2104, Iselin, New Jersey 08830 as well as to the Township Auditor and the Township Attorney

Attest: Virginia De Maria

Resolution #2009 – 186

A Resolution – Authorizing Sale of Special Emergency Notes - \$175,000

Be it resolved by the Township Committee of the Township of Rochelle Park, in the County of Bergen, New Jersey (the “Township”) (not less than two-thirds of all members thereof affirmatively concurring), as follows:

Section 1. Pursuant to the Local Budget Law and an ordinance adopted by the Township Committee of the Township on August 19, 2009 (the “Ordinance”), the Township appropriated \$175,000 as a special emergency appropriation pursuant to N.J.S.A. 40A:4.53 for the preparation and execution of a complete program of revaluation of real property. Pursuant to N.J.S.A. 40A:4-55, \$175,000 principal amount of Special Emergency Notes are hereby authorized to be issued.

Section 2. Such notes are hereby authorized to be issued pursuant to the Ordinance and this resolution and shall be negotiable notes payable to bearer, and shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law, and such interest shall be payable at the maturity of such notes. The notes shall be dated on or about the date of their issuance and may be renewed from time to time, but at least 1/5 of the total amount of notes hereby authorized, and the renewals thereof, shall mature and be paid in each year, so that all notes and renewals shall be matured and have been paid not later than the last day of the fifth year following the date of this resolution. The issuing officers are authorized to provide that the notes may be redeemable at the option of the Township.

Section 3. The mayor and the Chief Financial Officer are hereby authorized to execute said notes, and the Municipal Clerk is hereby authorized to affix the seal of the Township to such notes and to attest such seal and said notes, and said officers are hereby authorized to issue said notes in such form that all requirements and conditions of law have been complied with in the issuance of said notes, and that said notes are within every debt and other limit prescribed by the Constitution or statutes of New Jersey.

Section 4. The Chief Financial Officer is hereby authorized to sell said notes and any renewals thereof from time to time, at not less than par and accrued interest and to determine within the limitations prescribed by this resolution, the date, principal amount, maturity date, and denomination of said notes, and the rate of interest said notes shall bear and to deliver such notes upon receiving the purchase price to be paid therefore.

Section 5. The township Committee hereby covenants on behalf of the Township, to the extent permitted by the constitution and the laws of the State of New Jersey, to do and perform all acts and things permitted by law and necessary to assure that interest paid on bonds, notes or other obligations of the Township (including the Special Emergency Notes) be and remain excluded from gross income of the owners thereof for Federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the “Code”)

Section 6. The township Committee hereby designates the Special Emergency Notes as “qualified tax-exempt obligations” for the purpose of Section 265(b)(3) of the Code. It is hereby determined and stated that (1) the special Emergency Notes are not “private activity bonds” as defined in the Code and (2) the township and its subordinate entities, if any, do not reasonable anticipate issuing in excess of \$10 million of tax-exempt obligations pursuant to Section 265(b)(3) of the Code; however, the Township does not covenant to do so, and expressly states that a covenant is not made hereby.

Section 7. A certified copy of this resolution shall be filed with the Director of the division of Local Government Services.

Section 8. This resolution shall take effect immediately upon its adoption.

Attest: Virginia De Maria

Resolution #2009 – 187

A Resolution – Authorizing Liquor License Renewal – Kim Peek

Whereas, the licensee as noted have filed an application for renewal of an inactive liquor licenses in a timely fashion; and

Whereas, the application is in proper order allowing the Township of Rochelle Park to renew said license and the license fee of \$1492.00 has been paid, the Tax

Minutes of the Public Meeting held on September 16, 2009 cont.

Resolution #2009 – 187 (cont.)

Clearance Certificate has been issued by the State of New Jersey and received and a Special Ruling to Permit Renewal of Inactive License pursuant to N.J.S.A. 33:1-12.39 has been received from the Office of the Attorney General ;

Now, therefore, be it resolved by the Township Committee of the Township of Rochelle Park, County of Bergen, New Jersey that the Municipal Clerk is hereby authorized to issue renewal licenses as follows effective September 16, 2008.

Attest: Virginia De Maria

Resolution #2009 - 188

A Resolution – Authorizing Settlement of Tax Appeal

Whereas, Roy Riggitano, Tax Collector, has advised that the persons listed below were applied for reduction of their Assessments from the Bergen County Tax Court, and
Whereas, taxes were paid in full on this property and

Whereas, the assessment was successfully appealed, resulting in an overpayment of taxes, and

Now, therefore, be it resolved, by the Governing Body of the Township of Rochelle Park, County of Bergen, State of New Jersey that approval be granted to issue checks for the balance of the resulting overpayments per the aforementioned list:

19.02 Lot 1

96 Parkway

Rochelle Park, N.J. 07662

For the years 2008 for \$25,930.00 due Waters McPerson, McNeill, attorneys for Rochelle Park Holding LLC.

Waters, McPerson, McNeil

300 Lighting Way

P.O. Box 1560

Secaucus

Payable to Waters, McPherson, McNeill, Trust Account

Attest: Virginia De Maria

Resolution #2009 – 189

A Resolution – Authorizing Entering into Grant Agreement – \$5,000

Be it resolved, that the Township Committee of the Township of Rochelle Park wishes to enter into a grant agreement with the County of Bergen for the purpose of using \$5,000.00 in 2009 Community Development Block Grant funds for Senior Citizen Activities located at 151 W. Passaic Street

Be it further resolved, that the Township Committee hereby authorizes Frank Valenzuela to be a signatory for the aforesaid grant agreement; and

Be it further resolved, that the Township Committee hereby authorizes Virginia De Maria, RMC to sign all County vouchers submitted in connection with the aforesaid project; and

Be it further resolved, that the Township Committee recognizes that the Township of Rochelle Park is liable for any funds not spent in accordance with the Grant Agreement; and that liability of the Township Committee is in accordance with HUD requirements.

This resolution was adopted by the Township Committee of the Township of Rochelle Park at a meeting on September 19, 2009.

Attest: Virginia De Maria

Resolution #2009 – 190

A Resolution – Appointing Acting Township Administrator

Whereas, as of August 31st, Michael Mariniello is no longer in the employment of the Township of Rochelle Park for the position of Township Administrator; and

Whereas, the Township Committee has commenced the process which will ultimately result in the hiring of a new, full time, Township Administrator; and

Whereas, that process may take several months in order to complete all necessary interviews and evaluations; and

Whereas, in the interim, it is necessary that the responsibilities of Township Administrator be fulfilled by some individual; and

Whereas, Virginia De Maria currently serves as Township Clerk and possesses the skills necessary to provide this services on an interim basis;

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

Resolution #2009 – 190 (cont.)

1. Virginia De Maria of Rochelle Park, New Jersey be and is hereby appointed acting Township Administrator.
2. This appointment shall be effective commencing on September 1, 2009 and shall continue until such time as a full time, permanent Township Administrator is hired.
3. Virginia De Maria shall receive payment in the amount of \$1,500.00/month for the additional services performed as acting Township Administrator.

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 the Township Auditor, the Personnel Department of the Township of Rochelle Park., the Township Attorney, and Virginia De Maria.

Attest: Virginia De Maria

Resolution #2009 – 191

A Resolution – Introduction – Capital Ordinance – Police Computers – NJ Forfeiture Program

Whereas, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

Whereas, the Director may also approve the insertion of an item of appropriation for an equal amount, and

Whereas, the Township of Rochelle Park has available \$60,490.98 from the Bergen County Prosecutor's Confiscated Funds, and wishes to amend its 2009 Budget to include said amount as a revenue,

Now, therefore, be it resolved by the Mayor and Township Committee of the Township of Rochelle Park, that permission be requested by the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the 2009 Budget in the sum of \$60,490.98 which is now available as a revenue from:

Miscellaneous Revenues:

Public and Private Programs Offset by Appropriations:

Bergen County Prosecutor's Confiscated Funds \$60,490.98

Be it further resolved, that a sum of \$7,728.78 be and the same is hereby appropriated under the caption of:

General Appropriations:

(a) Operations Excluded from "CAPS":

Public and Private Programs Offset by Revenues:

Bergen County Prosecutor's Confiscated Funds \$60,490.98

Be it further resolved, that the Borough Clerk forward two copies of this resolution to the Director of Local Government Services.

Attest: Virginia De Maria

Resolution #2009 – 192

A Resolution – Introduction Ord. #1012-09 – 2 Hour Parking – Parkway/Becker/Grove/St. Ann

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 SECTION 180-57 OF THE CODE OF THE TOWNSHIP OF ROCHELLE PARK ENTITLED "SCHEDULE XVII: TIME LIMIT PARKING"**" be and it is hereby introduced and passed on first reading and that said ordinance be further considered for final passage at a meeting to be held on at 7:30 PM or as soon thereafter as the matter can be reached at the Municipal Complex, 151 West Passaic Street, Rochelle Park, NJ 07662 and that at or such time and place all persons interested be given an opportunity to be heard concerning same and that the Township Clerk be and she is hereby authorized and directed to publish and post said ordinance, together with a notice of the introduction thereof and the time and place when and where such ordinance will be considered for final passage.

Attest: Virginia De Maria

Minutes of the Public Meeting held on September 16, 2009 cont.

Resolution #2009 – 193

A Resolution – Introduction Ord. Fire Prevention Fees

Be it resolved, by the Township Committee of the Township of Rochelle Park, Bergen County, New Jersey, that an ordinance entitled “**AN ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF ROCHELLE PARK TO PROVIDE FOR A “GENERAL PENALTY” FOR ALL ORDINANCE VIOLATIONS**” be and it is hereby introduced and passed on first reading September 16, 2009 and that said ordinance be further considered for final passage at a meeting to be held on October 21, 2009 at 7:30 PM or as soon thereafter as the matter can be reached at the Municipal Complex, 151 West Passaic Street, Rochelle Park, NJ 07662 and that at or such time and place all persons interested be given an opportunity to be heard concerning same and that the Township Clerk be and she is hereby authorized and directed to publish and post said ordinance, together with a notice of the introduction thereof and the time and place when and where such ordinance will be considered for final passage.

Attest: Virginia De Maria

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

The following resolution was offered by Comm. Lotz and seconded by Comm. Scarpa and reads:

Resolution #2009 – 194

A Resolution – Hearing & Adoption – Ord. #1011–09 2009 Salary Ordinance Non Contractual Employees

Be it resolved, by the Township Committee of the Township of Rochelle Park, Bergen County, New Jersey, that an ordinance entitled “**AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE SALARY OR RATE OF COMPENSATION OF VARIOUS MUNICIPAL EMPLOYEES OF THE TOWNSHIP OF ROCHELLE PARK AND TO ESTABLISH A METHOD OF PAYMENT OF SUCH COMPENSATION FOR THE YEAR 2009**” 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. Scarpa 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. Scarpa and seconded by Comm. Strohmeyer to close the hearing to the public. Motion carried on a voice vote – all voting “Aye”.

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

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

Resolution #2009 – 195

A Resolution – Authorizing Release of closed Session Minutes Of September 9, 2009

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 September 9, 2009 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

Resolution #2009 – 195 (cont.)

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 – September 9, 2009

A motion was made by Comm. Lotz and seconded by Comm. Kovalcik for the Township Committee to go into closed or executive session at 7:35 PM on September 9th, 2009 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. A Possible Litigation-Resident's Complaint - The Township Committee heard a presentation from the Construction Official as well as local residents concerning a situation which has arisen involving another local resident who has made a substantial number of complaints and made allegations of wrong doing against numerous municipal officials. The possibility of a law suit against this individual resident was discussed and considered.
2. Acting Administrators Position – Attached can be discussed an interim replacement for the Township Administrator and determined that the Township Clerk, Virginia De Maria, would be appointed Acting Administrator until a replacement is found. Ms. De Maria will be compensated at the rate of \$1,500.00 per month for the term of her appointment.
3. Litigation - The Township Committee was presented with information from the Township Attorney and the Township Engineer concerning pending litigation including Longo Electrical/Mechanical, Northern Park, LLC and the possibility of an expansion and widening of Route 17.

Attest: Virginia De Maria

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

Committee's/Administrator's/Attorney's Reports

Comm. Kovalcik – Congratulated Municipal Clerk Virginia De Maria on her appointment as Acting Administrator. He wished her the best luck.

Comm. Scarpa – Advised that the Recreation Department rescheduled Movie Night to Saturday, September 19th.

Comm. Lotz – DPW August Report – Most time spent mowing lawns, secondly doing drainage installation, thirdly picking up brush – Total Hours 678

Municipal Court Report August – 306 Disposed

Police Report August - Motor Vehicle Accidents 38, Total Police Calls 970, Total Summons Issued 241, Total Patrol Mileage 11,200, Total Arrests 10

Comm. Strohmeyer – Building Department August Report - \$11,257 in revenue.

Strohmeyer reminded residents that garage sale signs were not permitted on poles or placed between curbs and sidewalks. Also, a reminder advising residents that due to the current Township revaluation, to please let inspectors, with proper identification, inside homes, to accurately measure the properties for a correct assessment. Strohmeyer also reminded everyone that it was 10 years ago to the day that tropical storm Floyd devastated the Township of Rochelle Park.

Library August Report - Circulated - 2538 items, Loaned – 137 , Borrowed - 1442, New Cards Issued - 18, Computer Usage - 349. She advised that 30 children entered the summer reading contest, the winners being Melina Sanchez – 236 books, Kaitlin Cox – 136 books, and Donald Schmunk – 62 books.

Mayor Valenzuela – Updated the residents on the progress being made regarding the parking problem in the Parkway neighborhood stemming from Bristol Manor/The Chateau located at 96 Parkway. Thanks to the work of the Township Committee, DPW and Police Department the situation has been alleviated to the neighbor's satisfaction. An ordinance was introduced at this meeting which would enact two hour parking on the streets surrounding this facility if necessary. The owner of 96 Parkway is currently looking to lease property off site to shuttle employees back and forth to this location. Regarding the property located at A9 Harvey Avenue, the owner lives at another location

Minutes of the Public Meeting held on September 16, 2009 cont.

and has let this property deteriorate to the dismay of neighbors. The Township Committee authorized the DPW to clean up the property, adding their costs, to the owner's tax bill. Valenzuela spoke at the 9-11 ceremony at the American Legion. He thanked Police Chief Zavinsky for providing a moving tribute. Regarding the Route 17 bottleneck project, Valenzuela advised that the Township Committee was currently discussing alternatives to property acquisitions within the Township.

Comm. Scarpa asked the Acting Administrator for numbers regarding the potential loss of ratables.

Municipal Clerk/Acting Administrator Virginia De Maria – Advised that she would obtain a list of properties from the township engineer and speak with the assessor to acquire this figure. She also has invited the Bergen County Director of Planning and Economic Development, Farouk Ahmah to the next work session to discuss this project further with the entire Township Committee.

Mayor Valenzuela advised that the Township Committee was actively seeking a new Township Administrator. He appointed himself and Comm. Scarpa to sort through the numerous resumes and bring qualified candidates before the Committee for their review.

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

Bob Hanes – 78 North Drive – (Owner -128 Central Avenue) Spoke to the Township Committee regarding a recent summons he had received for the length of the grass at the Central Avenue property. Unfortunately, he doesn't live at that location and did not receive the summons in a timely fashion. He stated that in the current ordinance, summons should be mailed to his residence owner. He then asked who Construction Code Official Bolan reported to and was told the Acting Administrator. He was advised to speak to Ms. De Maria if he had any further concerns.

Steve Sudol – 35 Oldis Street – Addressed the Township Committee regarding the proposed fencing around Carlock Field. Comm. Scarpa advised that the fencing was part of a “wish list” that the recreation committee compiled. Sudol explained that when the Carlock fence is locked people use his father's property to gain entrance to Carlock field. He was advised that the fence was locked after the first snow fall to keep people off the stairs, possibly injuring themselves. Sudol was advised to contact the police if he sees people trespassing on the property.

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

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

Respectfully submitted,

Virginia De Maria
Municipal Clerk