

**BOROUGH OF
HASBROUCK HEIGHTS**

**May 9, 2023
Work Session
Agenda**

**BOROUGH HALL
320 BOULEVARD
7:00 pm**

Meeting in person as well as live streamed via link below
<https://www.aaliveevents.com/meetings>

1. The meeting is called to order and The Sunshine Law Statement recited
2. Roll Call
3. Salute to the Flag and Pledge of Allegiance
4. Communications (None)
5. Consent Agenda
 78. Authorizing Redemption of Tax Title Lien 22-0001, Block 39, Lot 66, 262 Raymond Street
 79. Authorizing the Borough to Submit Grant Application for the 2023 Bergen County Open Space Trust Fund for Municipal Park Improvements
6. Unfinished Business
 1. Engineer's Update
 2. Finance Update
7. New Business
 - Commissioner Updates on assigned Departments
8. Adjourn

BOROUGH OF HASBROUCK HEIGHTS

RESOLUTION NO.: 78

DATED: May 9, 2023

WHEREAS, Tax Sale Certificate No. 22-0001 for Block 39, Lot 66, located at 262 Raymond Street, owned by KESTESPRESSO LLC, was sold at a Tax Sale on October 12, 2022; and

WHEREAS, the Tax Collector has notified the Clerk that the monies paid the Borough for the redemption are held in escrow for payment to the lien holder;

NOW, THEREFORE, BE IT RESOLVED that a check be drawn on Trust Account, No. 313.204 Redemption of Tax Title Liens, payable to:

Christiana TC/F CE1/First Trust
P.O. Box 5021
Philadelphia, PA 19111

TTL#
22-0001

In the amount of: TTL Amt: \$ 24,535.49
 Premium Return 64,000.00
 \$ 88,535.49

Total \$ 88,535.49

in connection with the aforesaid redemption of Tax Sale Certificate No. 22-0001.

Thomas Meli
Commissioner of Finance

COUNCIL	MOTION	SECOND	AYE	NAY	ABSTAIN	PRESENT	ABSENT
Sickels							
Bing							
McGuire							
Kisiner							
Meli							
Hillmann							

BOROUGH OF HASBROUCK HEIGHTS

RESOLUTION NO.: 79

DATED: May 9, 2023

RESOLUTION AUTHORIZING THE BOROUGH OF HASBROUCK HEIGHTS TO SUBMIT A GRANT APPLICATION TO THE 2023 BERGEN COUNTY OPEN SPACE TRUST FUND FOR MUNICIPAL PARK IMPROVEMENTS

WHEREAS, the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund (“County Trust Fund”) provides matching grants to municipal governments and to nonprofit organizations for assistance in the development or redevelopment of outdoor municipal recreation facilities; and,

WHEREAS, the Borough of Hasbrouck Heights desires to further the public interest by obtaining a matching grant of approximately \$121,100.00 from the County Trust Fund to fund Woodland Park Improvements and,

WHEREAS, the Mayor and Council of the Borough of Hasbrouck Heights has reviewed the County Trust Fund Program Statement, and the Trust Fund Municipal Program Park Improvement application and instructions, and desires to make an application for such a matching grant and provide application information and furnish such documents as may be required; and,

WHEREAS, as part of the application process, the Mayor and Council of the Borough of Hasbrouck Heights held the required Public Hearing to receive public comments on the proposed park improvements in the application on May 9, 2023 and,

WHEREAS, the County of Bergen shall determine whether the application is complete and in conformance with the scope and intent of the County Trust Fund; and,

WHEREAS, the applicant is willing to use the County Trust Fund in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the County of Bergen for the above named project and ensure its completion on or about the project contract expiration date.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hasbrouck Heights:

1. That it is hereby authorized to submit the above completed project application to the County by the deadline of May 12th, 2023, as established by the County; and,
2. That, in the event of a County Trust Fund award that may be less than the grant amount requested above, the Mayor and Council have, or will secure, the balance of funding necessary to complete the project, or modify the project as necessary; and,
3. That the Mayor and Council is committed to providing a dollar-for-dollar cash match for the project; and,
4. That only those park improvements identified and approved in the project application, its Trust Fund contract, or other documentation will be considered eligible for reimbursement.

5. That the Mayor and Council agree to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and,
6. That this resolution shall take effect immediately.

 Thomas Meli
 Commissioner of Finance

CERTIFICATION

Certified to be a true and correct copy of a Resolution adopted at a meeting of the Mayor and Council on May 9, 2023.

 Anne Michelle Sery
 Acting Borough Clerk

COUNCIL	MOTION	SECOND	AYE	NAY	ABSTAIN	PRESENT	ABSENT
Sickels							
Bing							
McGuire							
Kistner							
Meli							
Hillmann							



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MAY 9, 2023
BOROUGH OF HASBROUCK HEIGHTS
ENGINEER'S REPORT



1. 2023 NJDOT Local Transportation Project Fund Grant Application

Our office has coordinated with the Borough Administrator, Borough DPW Superintendent, and Borough CFO and determined that Kipp Avenue is an appropriate roadway to be considered for this grant application. This grant application will be requesting additional funds to supplement a previously awarded 2023 NJDOT Municipal Aid grant that the Borough received in the amount of \$248,240.00. This grant application proposes roadway improvements to Kipp Avenue (between Oak Grove Avenue and Oldfield Avenue). The proposed improvements include but are not limited to, milling, repaving, partial curbing, drainage improvements, and ADA curb ramp reconstruction within the project limits. The total funds requested for this grant application are anticipated to be approximately \$1 million which includes costs associated with construction, engineering design, construction inspection, and material testing. This grant application is due on June 2, 2023 and requires that an authorizing resolution be approved by the Borough which is expected to be on the May 23, 2023 Mayor and Council meeting agenda for consideration by the Governing Body. Our office will continue to provide updates on this project, as appropriate.

2. New Department of Public Works Facility

As requested by the Borough, our office has coordinated with various architectural firms to provide proposals for a new public works facility. These proposals would provide necessary services to prepare conceptual level floor plans and renderings for a potential new public works facility as well as provide a preliminary estimate for the proposed facility based on the Borough's needs.

On May 4, 2023, our office submitted a proposal to provide professional architectural services through our sub-consultant, Arcari + Iovino Architects for proceeding with the conceptual level evaluation of the DPW property and preparation of conceptual floor plans, renderings, and probable cost. Once authorized, we will coordinate with our sub-consultant and the appropriate Borough officials to begin this project.

3. 2023 Municipal Road Program

Our office has coordinated with the Borough Administrator and Borough DPW Superintendent and determined that the following roadways will be included in this year's municipal road program:

Base Bid		
Street Name	Between Street 1	Between Street 2
Field Avenue	Passaic Avenue	Franklin Avenue
Passaic Avenue	Burr Place	Dead End
Division Avenue	Burr Place	Oldfield Avenue
Alternate Bids		
Street Name	Between Street 1	Between Street 2
Oldfield Avenue	Passaic Avenue	Franklin Avenue
Garrison Avenue	Washington Place	Madison Avenue
Burr Place	Passaic Avenue	Cul-De-Sac
Madison Avenue	Garrison Avenue	Hasbrouck Avenue

LYNDHURST
34 Park Avenue
PO Box 426
Lyndhurst, NJ 07071
p. 201.939.8805 f. 201.939.0846

MOUNTAINSIDE
200 Central Avenue
Suite 102
Mountainside, NJ 07092
p. 201.939.8805 f. 732.943.7249

This project is currently in the final review phase and will be advertised for public bidding this month. We anticipate that a recommendation for project award will be provided during the June Mayor and Council meeting cycle. We will continue to provide updates regarding the status of this project, as necessary.

4. Woodside Avenue Roadway Improvements – Phase 1 (FY 2022 CDBG Funded)

As per Resolution No. 224, approved on December 14, 2021, the Borough of Hasbrouck Heights authorized a grant agreement with the County of Bergen regarding a 2022 Bergen County Community Development Block Grant (CDBG). A grant was subsequently awarded to the Borough in the amount of \$122,300.00. The scope of work for this project consists of asphalt milling, resurfacing, spot curb/sidewalk reconstruction, ADA curb ramp improvements, and drainage improvements on Woodside Avenue, between Hamilton Avenue to the western dead-end Cul-De-Sac.

Our office has received Bergen County approval for public bidding and has advertised this project for bid document availability starting on May 10, 2023. We anticipate that a recommendation for contract award will be provided during the June Mayor and Council meeting cycle. We will continue to provide updates regarding the status of this project, as necessary.

5. 2023 NJDOT Municipal Aid Grant Application

On June 30, 2022, our office successfully submitted a New Jersey Department of Transportation (NJDOT) FY2023 Municipal Aid grant application regarding roadway improvements to Kipp Avenue (between Woodside Avenue and Oldfield Avenue). The proposed improvements include but are not limited to, milling, repaving, partial curbing, drainage improvements, and ADA curb ramp reconstruction within the project limits. The total requested funds for this grant application were approximately \$1.3 million which is the estimated cost for this project. The estimated cost includes costs associated with construction, engineering design, construction inspection, and material testing.

On November 23, 2022, NJDOT provided our office with notification of a grant award in the amount of \$248,240.00 for the above-referenced application which must be awarded a contract for construction by **November 23, 2024**. Due to capital commitments to the current 2023 Municipal Program, this project will be reconsidered for inclusion in the 2024 Municipal Road Program.

6. 2023 NJ DCA Local Recreation Improvement Grant Application

Neglia was recently informed that the New Jersey Department of Community Affairs (DCA) is accepting applications for the Local Recreation Improvement Grant program. The Local Recreation Improvement Grant (LRIG) is a competitive grant that supports the improvement and repair of public recreation facilities including local parks, municipal recreation centers, and local stadiums. Neglia has reviewed this grant opportunity with Borough officials and the Borough has determined it most appropriate to request funds for improvements to Miers Playground located within the Borough of Hasbrouck Heights. The proposed improvements will consist of the removal of existing playground equipment and the installation of new state-of-the-art playground equipment. Our office has begun working on completing all required documents associated with this grant application and estimates this project will cost approximately \$121,900.00 to construct.

On April 13, 2023, our office was notified that the DCA awarded \$65,000.00 to the Borough of Hasbrouck Heights for this project. Our office currently awaits further direction from the Borough before proceeding with this project.

7. 2022 Municipal Road Program

The Contractor successfully completed paving operations on LaSalle Avenue, MacArthur Avenue, and Longworth Avenue during the week of December 11, 2022. In addition, the contractor successfully restriped the crosswalks located at the intersection of Henry Street and Oldfield Avenue. Milling and paving operations are anticipated to resume during May 2023 on Railroad Avenue and Plant Road. Our office will continue to provide updates on the status of this project as appropriate.

8. Woodland Park Pavilion Improvements (Bergen County Open Space Funded)

On December 7, 2022, our office was authorized to proceed with the design of the Woodland Park Pavilion Improvement project as funded by the Bergen County Open Space program. The scope of work of this project includes the installation of new rain gutters and light fixtures at the pavilion structure located at Woodland Park. Additionally, the proposed improvements include the partial reconstruction of select asphalt pathways within Woodland Park. The Borough received a Bergen County Open Space matching grant in the amount of \$58,926.00 for this project.

Our office has successfully prepared fully executed contracts for this project and a pre-construction meeting is scheduled for May 10, 2023. Our office will continue to provide updates on this project, as appropriate.

9. Paterson Avenue Roadway Improvements (NJDOT Funded)

On June 22, 2022, our office was authorized to proceed with surveying, engineering design, and construction management services for the Paterson Avenue Roadway Improvements project. This project is funded by a FY2022 NJDOT Municipal Aid grant and received funding in the amount of \$201,000.00. The planned improvements for this project include but are not limited to, full curb-to-curb milling and paving, spot repairs for concrete curbs, ADA ramp reconstruction, and installation of traffic stripes, on Paterson Avenue, between Terrace Avenue and Oak Grove Avenue.

On April 23, 2023, a contract was successfully awarded to 4-Clean Up, Inc. in the amount of \$440,381.40. Our office is currently working on preparing the contract documents and once completed will subsequently schedule a pre-construction meeting for this project. We will continue to provide updates on this project, as appropriate.

10. 2022 PSEG Roadway Restoration Program

Please see below for updates regarding the anticipated start dates for roadway restoration work as well as completed roadway restorations based on the most recent information provided by PSE&G:

Street	Between Street 1	Between Street 2	Milling Date	Paving Date
Burton Ave	Williams Ave (CR-40)	Myers Ave	Complete	Complete
Burton Ave	Charlton Ave	Pasadena Ave	Complete	Complete
Myers Ave	Boulevard (CR-57)	Burton Ave	Complete	Complete
Pasadena Ave	Boulevard (CR-57)	Terrace Ave (CR-55)	Complete	Complete
Boulevard (CR-57)	Henry Street	Stanley Avenue	Complete	Complete

In addition to the above, our office has negotiated a payout amount of \$799,032.00 for PSE&G to reimburse the Borough for other disturbances to other roadways that were opened during their Gas System Modernization Program that will not be restored at the Borough's direction. It is our understanding that the Borough has received the total negotiated payout amount.

We trust you will find the above in order. Should you have any additional questions, comments, or require any additional information, please do not hesitate to contact the undersigned.

Respectfully submitted,

Neglia Group



Norberto A. Hernandez, P.E.
For the Borough Engineer
Borough of Hasbrouck Heights

FINANCE REPORT FOR THE MAY 9th 2023 MEETING

The Current Fund cash balance at April 30th is \$5,192,085 and at March 31st was \$5,010,106 which represents an increase of \$181,979. The entire balance was invested and earning 4.75%, up from 4.50%.

Cash receipts for the month of April totaled \$7,932,282 consisting of:

- \$7,708,959 for current 2023 taxes
- \$31,324 in Bergen County Confiscated Funds Reimbursement
- \$27,925 in municipal court fines
- \$25,141 in interest earned
- \$20,489 in construction code fees
- \$20,063 for 2022 taxes
- \$18,970 in hotel fees
- \$17,414 in PCB Litigation Settlement award
- \$14,947 in cancelled Payroll Agency Fund excesses
- \$12,697 in National Opioid Settlement funds
- \$10,081 from Teterboro for fire, ambulance & 9-1-1 service fees
- \$9,359 for fees/permits & miscellaneous other revenues
- \$5,803 in State LEA (Fire Safety) rebates
- \$5,200 in auto wholesale permit fees
- \$3,910 in interest on delinquent taxes

Cash disbursements for the month of April totaled \$7,750,303 of which \$2,644,357 was for local School taxes (34%), \$2,120,462 in pension obligation payments (27%), \$1,239,541 was for County Taxes payable (16%), \$771,613 was for salaries (10%), \$116,109 for a settled multi-year tax appeal (2%), and \$858,221 was for other budgeted expenses (11%).

Other Items/Projects:

- 2023 Budget was introduced on 4/25/23. Public hearing will be on 5/23/23 at the scheduled council meeting. As in the past, a Power Point presentation will be available.
- CFO funded Borough LOSAP contributions for the Borough Fire volunteers totaling just over \$41,000.
- Borough was awarded a \$75,000 DCA local recreation grant for the replacement of equipment at Miers playground as well as a \$25,000 DEP grant for storm drain infrastructure mapping throughout the Borough.
- The Borough received \$799,032 from PSE&G as a contribution towards the Borough's costs to restore the remaining unpaved roads damaged during the natural gas modernization project that took place during 2021 thru 2023. This is to be used for roads not part of PSE&G's own restoration project.
- Cash balances are increasing as we near the end of the grace period for 2nd quarter tax bills which ends tomorrow 5/10/23.