

BOROUGH OF PROSPECT PARK
MAYOR & COUNCIL
MINUTES OF THE WORK SESSION
FEBRUARY 11, 2013

Present:

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| Mayor | Mohamed T. Khairullah |
| Council President | Robert Artis |
| Councilman | Samir Hayek |
| Councilwoman | Felicia Ortiz |
| Councilwoman | Cristina Peralta |
| Councilman | Adnan Zakaria |

Absent:

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| Councilman | Richard Esquiche |
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Also Present:

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| Municipal Attorney | Denis Murphy |
| Municipal Clerk | Stephanie Evans |

Mayor Mohamed T. Khairullah called the meeting to order at 6:31 pm.

The meeting was opened with the Flag Salute led by Council President Artis, and followed by a Prayer led by Councilman Hayek

STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETING ACT

Read by the Municipal Clerk Stephanie Evans

The Mayor and Council of the Borough of Prospect Park conducted their Work Session on February 11, 2013 in the Council Chambers of the Municipal Building located at 106 Brown Avenue, Prospect Park, New Jersey at 6:30PM as noticed in the Annual Schedule of Meetings approved at the Re-Organization Meeting of the Mayor and Council on January 5, 2013.

This meeting was called pursuant to the provisions of the Open Public Meetings Law. Notice of this meeting was included in a notice sent to The Hawthorne Press, Herald News, and The Record on January 7, 2013, posted on the bulletin board in the Municipal Building and has remained continuously posted as the required notices under the Statute. Copies of the above mentioned notice is available to the public and on file in the office of the Municipal Clerk.

Proper notice having been given, the Municipal Clerk is directed to include this statement in the minutes of this meeting.

Motion to Excuse the Absence of Councilman Esquiche with Prior Notice.

Motion by Councilman Hayek, seconded by Council President Artis to Approve.

ROLL CALL

AYES: Artis, Hayek, Ortiz, Peralta, Zakaria

NAYS: None

ABSTAIN: None

ABSENT: Esquiche

DEPARTMENT HEAD REPORTS AND DISCUSSION

ENGINEER REPORT – Baseball Fields 1 & 2 Improvements. Brown Avenue project is ready for inspection. Received quotes for improvements on fields 1 & 2 from three companies, lowest quote from Z-tech Contracting LLC, of Summit, New Jersey for the amount of \$17,300.00

POLICE REPORT - Passaic County Sheriff's Department donation of a vehicle.
Passaic County Sheriff's Department donation of two radios

HEALTH DEPARTMENT REPORT – Nothing at present time.

DEPARTMENT OF PUBLIC WORKS REPORT – Nothing at present time.

FIRE DEPARTMENT REPORT – Nothing at present time.

OFFICE OF EMERGENCY MANAGEMENT REPORT – Nothing at present time.

CONSTRUCTION/HOUSING DEPARTMENT REPORT – Nothing at present time.

RECREATION REPORT – Damian Serafin updated Council regarding Easter Egg Hunt and registration for baseball. Submitting application to school for a rain date for Easter Egg Hunt. Looking for volunteers for all events, especially for coaches.

Mayor Khairullah was visited by a current resident and a former resident who are members of a large tri-borough community service program that deals with faith base programs, they wanted to see how they could improve recreation, and Prospect Park is in need of more recreation programs. We have asked them to join our Recreation Committee, and have our recreation director join their board. Damian will update Councilwoman Peralta once he is contacted. Will bring in more resources and more people to better our programs

TREASURER REPORT – Application for Save and Secure Grant for next meeting.

PURCHASE REQUESTS DISCUSSION

MUNICIPAL CLERK'S AGENDA

Proclamations - "Read Across America Day"

Appointments - None

Communications and Correspondence

1. Suburban Essex Joint Insurance Fund regarding JIF membership renewal.
2. Police Department's notification of removal of one handicapped sign at 369 North 10th Street.
3. Borough of Woodland Park's Mayor is requesting support regarding the delaying of draining three reservoirs.

Unfinished Business - None

New Business

Review of Meeting Minutes prior to approval:

January 5, 2013 Reorganization Meeting
January 14, 2013 Work Session Meeting
January 28, 2013 Regular Meeting

Resolutions:

1. Resolution Accepting Agreement to Renew Membership in the Suburban Essex Joint Insurance Fund.
2. Resolution Accepting 2013 Council Committee Appointments.
3. Resolution Authorizing Annual Debt Statement be submitted to DLGS
4. Resolution Establishing Petty Cash for Clerk's Office.
5. Resolution Appointing Fund Commissioner and Alternate Fund Commissioner for Suburban Essex Joint Insurance Fund.
6. Resolution Supporting the Delay of Draining the Three Reservoirs.
7. Resolution Authorizing Municipal Alliance Grant Application for 2013, Acknowledging Terms and Conditions of Contract \$9,884.00
8. Resolution Appointing Municipal Alliance Committee Members for 2013, One Year Term – January 1, 2013 – December 31, 2013

General Discussion

Capital Alternatives Corporation and Fastech Engineering to discuss Grants: Community Development Block Grant and Open Space.

Len Carney representing Capital Alternatives Corp. gave a presentation regarding the suggested improvements, what amounts were being applied for which grants. First proposed projects and costs for Passaic County Open Space Grant, reconstruction of existing steps at Children's play area \$10,000, construction of ADA handicapped wheelchair ramp at play area \$20,000, metal railings at play area \$25,000, new landscaping near new restrooms and Spray Park \$25,000, benches and other amenities at the Spray Park \$25,000. Total projected cost \$105,000, Prospect Park's responsibility \$52,500, Grant Amount \$52,500. Grant program pays 50% of hard costs. Will try to ask for more than the 50% and try to get it as an add on and maybe able to pay for a design engineering. We will be trying for \$70,000. Proposed projects for the Community Development Block Grant application: Resurfacing of Struyk Avenue \$95,000, Water line from new restrooms to baseball fields 1&2 \$10,000, Rock Excavation for water line \$10,000, Drainage Improvements at basketball court \$10,000. Total projected cost is \$125,000. Grant applied for will be \$145,000.

Mayor Khairullah wanted to know if it would be possible to repair the Pavilion.

Len Carney responded with it may possibly be covered under CDBG.

Denis Murphy asked just from a procedural aspect at the Council meeting on the 25th, we need a resolution authorizing you to apply, or have we passed that yet?

Len Carney stated no, let me go through this first. He asked if there were any questions regarding Passaic County Open Space, there were no further questions. Next is the CDBG, all the new maps of all the eligible areas have been decimated

to all the parks in the County, the entire community is the only community in the whole county that is covered under the Low Mod projects, you can do almost anything in any of the five Low Mods in the community including the park.

The first project we would like to list is the continuation of the resurfacing in the park and the extension of Struyk Avenue that goes into the park. Start with the front entrance when weather permits, first phase in a few months. From where that leaves off, near new restrooms, we want to extend it into the park, up to the Spray Park. While doing the roadway, discussed cleaning up a bit of a parking area, that currently has timber and other things that DPW put there. DPW will need to find another place, so this can become parking. This will be \$95,000.00. The second and third item relate to the installation of a water line that goes from the new restrooms to the baseball fields 1&2, along with a sprinkler system also for the fields, projected cost \$10,000. In order to install the water line this would mean rock excavation, another \$10,000. Regarding the basketball court, it floods and freezes over. It has a major drainage issue; the projected cost would be \$10,000. Total projected cost is \$125,000; request amount will be \$125,000. Prospect Park is eligible for activities that are covered under the Block Grant Program. I know the Mayor will fight for this amount, and show that Prospect Park is deserving of it. The map on the next page will show where everything is planned. The last page is regarding Passaic County Open Space which requires a hearing, based on the timing notifying people within 200 feet of the park, and the timing of how soon and how far from a publication date must be made available, we have to have notifications out by the end of this week, hearing has to be on the 25th, the next council meeting. The public notice is handled in house, sent to two newspapers, public hearing at regular meeting. Last year had to do a special meeting because of the timing. CDBG is very simple, just done by resolution. A Bond Ordinance will be needed for the balance of Passaic County Open Space. The purpose of a Public Hearing is so the people within the 200 feet of the area can come and hear the details of the projects and have the right to possibly object.

COUNCIL AND COMMITTEE REPORTS

LEGAL UPDATE – DENIS MURPHY, MUNICIPAL ATTORNEY – 2 pending litigation matters to update at next meeting for Executive Session

COUNCIL PRESIDENT ARTIS – Next meeting will report.

COUNCILMAN ESQUICHE - Absent

COUNCILMAN HAYEK – The last meeting was canceled due to the snow storm. Andres will be visiting us to see how we function, and talk about website.

COUNCILWOMAN ORTIZ – December total collection

COUNCILWOMAN PERALTA – Recreation Director did the updated events earlier.

CONCILMAN ZAKARIA – DPW and the Police worked extremely hard the last 2 days due to the snow storm. Met with Kenny regarding the problems with the salt truck needing parts.

MAYOR MOHAMED T. KHAIRULLAH – have active Prospect Park Facebook page, please invite people to see it. I posted it on my Mayor page now. It will be for Prospect Park news, updates, and events. Not sure if the reserve 911 worked out for the schools. It will have the potential to reach a lot of people; content will be controlled for news only. Prospectparknj is what you are looking for, you can go on my Mayor's page and there will be a link. Currently Damian and I currently have administrative access, but each department will have access so they can update their information.

PUBLIC HEARING

(Privilege of the floor)

Motion to Open the Public Hearing

Motion by Councilman Zakaria, seconded by Councilwoman Ortiz to Approve.

ROLL CALL

AYES: Artis, Hayek, Ortiz, Peralta, Zakaria
NAYS: None
ABSTAIN: None
ABSENT: Esquiche

Mr. Al Demarest, 368 North Street - On Wednesday night is Library Night, we are getting a lot of kids, teachers are helping with school work, and also the parents are showing up. The Police Specials are doing an excellent job, keeping the kids off the streets. "Read Across America Day" is coming up, will see if we need a uniform there. Officer Singer will be instituted new polices, that I'm sure we will welcome.

Motion to Close the Public Hearing

Motion by Councilwoman Ortiz, seconded by Councilman Zakaria to Approve.

ROLL CALL

AYES: Artis, Hayek, Ortiz, Peralta, Zakaria
NAYS: None
ABSTAIN: None
ABSENT: Esquiche

ADJOURN MEETING

Motion To Adjourn at 7:15PM

Motion by Council President Artis, seconded by Councilman Zakaria to Approve.

ROLL CALL

AYES: Artis, Hayek, Ortiz, Peralta, Zakaria
NAYS: None
ABSTAIN: None
ABSENT: Esquiche

Mohamed T. Khairullah
Mayor

Stephanie Evans. RMC
Municipal Clerk