

BOROUGH OF PROSPECT PARK
MAYOR AND COUNCIL
MINUTES OF WORK SESSION
NOVEMBER 18, 2013

Present:

Mayor	Mohamed T. Khairullah
Council President	Robert Artis
Councilman	Richard Esquiche
Councilman	Samir Hayek
Councilwoman	Felicia Ortiz
Councilwoman	Cristina Perez
Councilman	Adnan Zakaria

Absent:

None

Also Present:

Municipal Attorney	Denis Murphy
Municipal Clerk	Stephanie Evans

The meeting was called to order by Mayor Mohamed T. Khairullah at 6:35 pm.

The Flag Salute was led by Council President Artis, and the Prayer was led by Councilman Hayek.

NOTICE OF MEETING:

Read by the Municipal Clerk, Stephanie Evans

STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETING ACT

The Mayor and Council of the Borough of Prospect Park will be conducting their Work Session on November 18, 2013 in the Council Chambers of the Municipal Building located at 106 Brown Ave., Prospect Park, New Jersey at 6:30 PM 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, and 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.

PRESENTATIONS:

Valley National Bank, Eliza Marchlewska, Assistant Vice President
Naomi Kasib, Court Administrator

Ms. Marchlawaska informed the Mayor and Council that Valley National Bank could save the Court \$563.00 annually, and have direct contact with a representative, here to answer any questions. Ms. Marchlewska stated that once the Borough's contract period of two years was up, she contacted Naomi to discuss what they could offer. Valley National was not able to compete with Global. Denis Murphy stated that he needed to see a copy of

the current contract to see when it expires, not breaching, or violating any laws, also if we are required by law to contract for services. If so, then RFQ's usually are done for competitive bidding process. In reviewing the attached contract it states no annual fee, but a non-refundable application fee, monthly statement fee. There is no one here to represent Global on this. Awarding a contract is not solely based upon the savings amount. Ms. Marchlewska stated that the fees are paid by the Court's account. Stephen Sanzari, CFO, the merchant service fees were not part of the original banking RFP that was awarded to Valley National Bank years ago. The ala carte fee can be discounted if we have enough cash on hand or they would actually pay the fees themselves. Mayor Khairullah said that since we went out for RFP's previously we would need to repeat the process. Mr. Sanzari stated that the bank probably debits the Court account, but since it is the Court's account, he doesn't see the statements. Steve Sanzari said that a banking RFP could be drawn up and include merchandise services in it. Denis Murphy wanted to speak with the Judge, since the Court is independent of the town, with certain guidance from the County. Will an RFP go through Court or Borough Administrator? Also the County may have an agreement with Valley National Bank. Denis Murphy recommended that Naomi reach out the AOC for guidance.

DEPARTMENT HEAD REPORTS AND DISCUSSION:

ENGINEER'S REPORT – The two projects, North 7th Street and Hofstra Park Improvements will start the process in January. Also the Mayor requested a proposal for a soccer field, 300 x 150, quoted at \$500,000.00. This would involve a lot of grading for the field. Mayor Khairullah wanted a proposal because residents have been asking about a soccer field. I think this will be the ultimate addition to the park; this proposal includes lights for night games and renting it out. I wanted to have a discussion with you; it is something that must be discussed. Councilwoman Ortiz asked about a parking lot, since it wasn't on the proposal. Farah Gilani stated that on this proposal there was parking lot taken into account. She could include a parking lot in Phase II. The Mayor said that the road curves at present; we could make it go straight along the bike path in the little dent so people won't have to cross the street. Or we can make the island between the road and the bike path into a parking lot. We should come to some decision before the road work starts. Councilman Zakaria wanted to know if the Borough had a grant for this. Farah said not at the present time, but we can apply for one. Council President wanted to know what the cost for Phase II would be. Farah Gilani said it would depend upon the size of the parking lot, if 30 spaces, \$200,000.00. Mayor Khairullah said that 30 spaces is a big lot remember this is just a proposal. The lights are \$150,000 and the bleachers would be about \$70,000, and go with smaller bleacher, you have now cut the cost almost in half. You can cut costs and have a field locally, but not generate any money long term. Councilman Esquiche asked about grass versus turf. Farah Gilani explained less maintenance with turf, but there is still maintenance. If using turf it would be a one million dollar job. Councilwoman Ortiz mentioned that even now teams come in and practice, there is no control, and it gets even worse in the summer. Mayor Khairullah also suggested that maybe the basketball court could be turned into a parking lot. Open up the other one and tear down the fences, then you would have parking in the center. It would save money, have everything ready, open the road for one direction and open the other road for the other direction. Looking for thoughts from Council to see which way to go. Denis Murphy also mentioned that soccer fields can have a range/size specific for adult use. Farah Gilani mentioned it was a "P12" field, suitable for adults. The current bleachers will hold one hundred people. Mayor Khairullah wanted a field that would make residents happy. The Borough would apply for a grant, but it would require us to

Bond. The Mayor asked Stephen Sanzari, CFO, what it would cost the residents to bond half a million dollars for a soccer field? Stephen Sanzari would have to do a calculation on the current interest rate. Usually it's 3% on bonds for 20-25 years on a soccer field; it would be \$30.00 per house.

POLICE DEPARTMENT REPORT – Monthly report will be furnished at next meeting.

HEALTH DEPARTMENT REPORT – No report.

DEPARTMENT OF PUBLIC WORKS REPORT – Kenny Valt asked about the baseball infields, if he would prepare them. Mayor Khairullah wanted Mr. Polansky contacted. Kenny wanted to report that TV's were no longer being collected as per the DEP. A specific container would need to be obtained if the Borough wanted to do the collection. Otherwise the residents can go to collection centers in Haledon or Hawthorne for electronics. Will need to obtain information regarding collection companies and dumpster.

FIRE DEPARTMENT REPORT – Monthly report will be furnished at next meeting.

OFFICE OF EMERGENCY MANAGEMENT REPORT – No report.

CONSTRUCTION/HOUSING DEPARTMENT REPORT – Report at next meeting.

RECREATION REPORT – Councilwoman Peralta spoke about the increase in registration fees that Diana Pleasant, Recreation Director, would like to implement.

TREASURER'S REPORT – Acceptance of the Corrective Action Plan
Budget Transfer resolution

MUNICIPAL CLERK'S AGENDA:

PROCLAMATIONS AND PRESENTATION – None

APPOINTMENTS – None

COMMUNICATIONS AND CORRESPONDENCE –

2014 Holiday List stating when Municipal Offices will be closed.

2014 List of Mayor and Council Meetings

Recycling of Electronics No Longer Picked Up by Electronic Waste Management.

Manchester Regional High School contract for School Resource Officer

Councilman Esquiche question where the officers would come from, Chief Atie explained that it was Haledon's jurisdiction and it would be senior officers, and the pay would be \$146,716. per school year. Mayor Khairullah asked what the Borough's share would be, and Denis Murphy said \$36,679 and that's a quarter of the payment. The remaining $\frac{3}{4}$ is paid by Haledon, North Haledon, and the Board. This is only a request for us to enter into it. Also Haledon is applying for a grant, which would offset the entire amount. Mayor Khairullah felt that even if the Borough only contributed \$20,000 it's still a lot because Prospect Park will be getting hit next year with Manchester's new formula. Denis Murphy emphasized that the proposal stated that the officer would receive \$146,716 plus benefits. Stephen Sanzari mentioned that benefits amounts can fluctuate. Mayor Khairullah felt that the rest of the Council would need to discuss this issue. Denis mentioned that Manchester wants this contract to commence January 1st, and action would need to be taken at November's Regular meeting. Mayor Khairullah felt it is about wants and needs.

APPROVAL OF MINUTES –

October 15, 2013	Special Meeting
October 22, 2013	Work Session
October 28, 2013	Regular Meeting

ORDINANCES –

Ordinance 2013-10 Amending Chapter 85, Section 84-45 Entitled
ADOPTION Restriction of Spaces – Handicapped Spaces .

Ordinance 2013-11 Amending Annual Salaries of Part Time Employees
INTRODUCTION Hired After January 1, 2014

Mayor Khairullah explained that new part-time employees would be hired at the new rate and would have “step” raises. This would avoid the confusion of a new employee starting at the current ordinance rate. New part-timers would start at step 1, and work their way through the steps.

Ordinance 2013-12 Amending Chapter 49, Garbage Collection and The
INTRODUCTION Mandatory Recycling Program, Section 49.14
Entitled “Authorized Enforcement Agent”

Stephanie Evans, RMC explained that the “Housing Officer and the Code Enforcement Officer” would be added to ordinance, and given the authority to issue tickets.

RESOLUTIONS –

Resolution Authorizing Budget Transfer
Resolution Accepting Corrective Action Plan/Audit Report for 2012
Resolution of Governing Body’s Certification of the Annual Audit
Resolution Authorizing Refund of 2013 Property Taxes

GENERAL DISCUSSION –

COUNCIL AND COMMITTEE REPORTS:

LEGAL UPDATES – DENIS MURPHY, MUNICIPAL ATTORNEY – No report.

COUNCIL PRESIDENT ARTIS – At regular meeting.

COUNCILMAN ESQUICHE – At regular meeting.

COUNCILMAN HAYEK – Nothing.

COUNCILWOMAN ORTIZ – At regular meeting.

COUNCILWOMAN PERALTA – At regular meeting.

COUNCILMAN ZAKARIA – Congratulated all election winners, also wanted to thank everyone who worked Election Day.

MAYOR KHAIRULLAH - Had two items, the first item is that the calendar must be done by January 15th, if they reach out to you please help them out. The other item is the ongoing negotiation with the Police Department. Also a tentative date for the Re-Organization meeting is Thursday, January 2nd, 2014 at 5 pm. Will have Administrator contact offices to see when they are being sworn in.

PUBLIC HEARING

(Privilege of the floor)

Motion to Open the Public Hearing

Motion by Councilman Esquiche, seconded by Councilwoman Peralta to Approve

ROLL CALL:

AYES: Artis, Esquiche, Hayek, Ortiz, Peralta, Zakaria

NAYS: None

ABSTAIN: None

ABSENT: None

No public comments.

Motion to Close the Public Hearing

Motion by Council President Artis, seconded by Councilwoman Ortiz to Approve.

ROLL CALL:

AYES: Artis, Esquiche, Hayek, Ortiz, Peralta, Zakaria

NAYS: None

ABSTAIN: None

ABSENT: None

ADJOURN MEETING

Motion To Adjourn.

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

ROLL CALL:

AYES: Artis, Esquiche, Hayek, Ortiz, Peralta, Zakaria

NAYS: None

ABSTAIN: None

ABSENT: None

Mohamed T. Khairullah, Mayor

Stephanie Evans, RMC
Municipal Clerk