

**CAUCUS/FINANCE MEETING**  
**May 3, 2023**

**A REGULAR SCHEDULED CAUCUS/FINANCE MEETING** of the Mayor and Council of the Borough of Carlstadt was held in the Caucus Room of the Borough Hall, 500 Madison Street, Carlstadt, New Jersey on Wednesday, May 3, 2023 at 7:00 P.M.

Mayor Robert Zimmermann asked Claire Foy, Borough Clerk to call the roll: Mayor Robert Zimmermann, Council members David Stoltz, James Lenoy, Joseph Emerson, Suzanne Fonseca and Diane DeBiase were present. Councilman William Roseman was absent.

Mayor Zimmermann led all present in the Pledge of Allegiance to the Flag.

Mayor Zimmermann – This meeting has been called pursuant to the Open Public Meetings Law and in accordance with Section 5 of the Open Public Meetings Act, adequate notice of this meeting having been provided in the annual notice schedule which contained the time, date and location of the meeting, copies of which were sent and advertised in the following official newspapers of Carlstadt: The Record on January 13, 2023 and the Herald News on January 13, 2023 a copy of which is on the Bulletin Board in the Borough Hall and a copy on file in the office of the Borough Clerk.

Mayor Zimmermann said the first thing on the agenda is the public hearing on the submission of a 2023 Bergen County Trust Fund Grant regarding Second Street Playground Improvements and read the following notice which was published in The Record on April 20, 2023.

**BOROUGH OF CARLSTADT**  
**PUBLIC NOTICE**

**PUBLIC HEARING ON THE SUBMISSION OF A 2023 BERGEN COUNTY TRUST**  
**FUND GRANT APPLICATION**

**TAKE NOTICE:** that the Borough of Carlstadt will hold a Public Hearing on submitting the following application to the 2023 funding round of the Bergen County Trust Fund Municipal Program for Park Development:

\*2<sup>nd</sup> Street Park Playground Improvements, Block 61, Lot 13 Carlstadt NJ

\*General Improvements will include: benches, garbage and recycling, safety surfacing, sidewalks

\*May 3, 2023 at 7:00 P.M.

\*Location: Municipal Building, Council Chambers, 500 Madison Street, Carlstadt, NJ 07072

Formal action may be taken. In accordance with the regulation governing the submission of Bergen County Trust Fund Municipal Program for Park Development application, the Mayor and Council of the Borough of Carlstadt will conduct a public hearing to obtain citizen input concerning the grant application.

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Mayor Zimmermann entertained a motion to open a hearing of citizens for the 2023 Bergen County Trust Fund Grant Application.

On motion by Fonseca, seconded by Emerson, unanimous on call of roll of those present.

Mayor Zimmermann asked if there is any citizen here wishing to speak.

Mayor Zimmermann said to let the record note there is no citizen here to speak.

Mayor Zimmermann entertained a motion to close the hearing of citizens.

On motion by DeBiase, seconded by Emerson, unanimous on call of roll of those present.

**PROFESSIONAL REPORTS**

Gregory Polyniak of Neglia Engineering read his report for the month regarding projects that are being done in the Borough of Carlstadt. A copy of his report is on file in the Borough Clerk's office.

Robert Ceberio of RCM Ceberio, LLC Management Consultants read his report for the month regarding projects that are being done in the Borough of Carlstadt. A copy of his report is on file in the Borough Clerk's office.

**CONSENT AGENDA**

**RESOLUTION NO. 2023-146**

**BOROUGH OF CARLSTADT**

**PROCLAMATION SUPPORTING THE CLICK IT OR TICKET MOBILIZATION OF  
MAY 22—JUNE 4, 2023**

**WHEREAS**, there were 695 motor vehicle fatalities in New Jersey in 2022; and

**WHEREAS**, approximately 43% of the motor vehicle occupants killed in those traffic crashes were not wearing a seat belt; and

**WHEREAS**, use of a seat belt remains the most effective way to avoid death or serious injury in a motor vehicle crash; and

**WHEREAS**, the National Highway Traffic Safety Administration estimates that 135,000 lives were saved by safety belt usage nationally between 1975-2000; and

**WHEREAS**, the State of New Jersey will participate in the nationwide *Click It or Ticket* seat belt mobilization from May 22 – June 4, 2023 in an effort to raise awareness and increase seat belt usage through a combination of high visibility enforcement and public education; and

**WHEREAS**, the Division of Highway Traffic Safety has set a goal of further increasing the seat belt usage rate in the state from the current level of 94%; and

**WHEREAS**, a further increase in seat belt usage in New Jersey will save lives on our roadways.

**NOW, THEREFORE BE IT RESOLVED** that the Borough of Carlstadt declares its support for the Click It or Ticket seat belt mobilization both locally and nationally from May 22– June 4, 2023 and pledges to increase awareness of the mobilization and the benefits of seat belt use through overtime enforcement.

**RESOLUTION NO. 2023-147**  
**RESOLUTION AUTHORIZING CHANGE ORDER N<sup>o</sup> 1 FOR**  
**Additional work due to changes in the scope of the project**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey upon the recommendation of the Borough Capital Improvements Engineer that the Change Order for the Contract listed below be and is hereby approved.

**TITLE OF JOB:** Garden Orchard Recreation Complex Phase II & III Development (BCOS Funded)

**CONTRACTOR:** Union Paving & Construction Co. Inc.

**CHANGE ORDER No.:** 1

**AMOUNT OF CHANGE THIS RESOLUTION:** \$399,070.20 Increase: 4.78%

This Resolution to take effect upon certification of this Resolution by the Borough Treasurer that sufficient funds are available.

**RESOLUTION NO. 2023-148**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey that the contract for the **Garden Orchard Recreation Complex - Phase II & III Development (BCOS Funded)** has been completed by **Union Paving & Construction Co., Inc., 1140 Globe Avenue, Mountainside, NJ 07902** in accordance with the Plans and Specifications, as directed by the Project Engineer. The said construction is hereby accepted for Payment No. 6 in the amount of **Two Million Ninety-One Thousand, Four Hundred and Eleven Dollars and Thirty-One cents (\$2,091,411.31)** is hereby approved.

**RESOLUTION NO. 2023-149**

**RESOLUTION AWARDING A CONTRACT TO JMS SIGNS AND AWNINGS. FOR THE CIVIC CENTER AWNING IMPROVEMENTS PROJECT IN THE BOROUGH OF CARLSTADT, BERGEN COUNTY, NEW JERSEY**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey, upon the recommendation of the Borough Engineer, that the Contract for the Civic Center Awning Improvements project be awarded to **JMS Signs and Awnings (located at 453-455 Cortlandt Street, Belleville New Jersey 07109)** in the amount of Twenty-Two Thousand, One Hundred and Eighty Dollars and Zero Cents (\$22,180) for the triangle shaped awning and retrofit of the existing awning contacts being the lowest of one (1) received quote.

**RESOLUTION NO. 2023-150**

**RESOLUTION AUTHORIZING THE BOROUGH OF CARLSTADT 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 Carlstadt desires to further the public interest by obtaining a matching grant of approximately \$225,963 from the County Trust Fund to fund Second Street Park Improvements; and

**WHEREAS**, the Mayor and Council of the Borough of Carlstadt 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 Carlstadt held the required Public Hearing to receive public comments on the proposed park improvements in the application on May 3, 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 Carlstadt:

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, rule and regulations in its performance of the project; and
6. That this resolution shall take effect immediately.

**RESOLUTION NO. 2023-151**

**WHEREAS**, the Borough of Carlstadt has solicited quotes for the urgent repairs to the Borough Hall roof in the Borough of Carlstadt; and

**WHEREAS**, the money for said project has been appropriated in the DPW budget and capital; and

**WHEREAS**, of the three (3) received solicitations, the quote of New Jersey Roofing Company of 520 Route 17 South, Carlstadt, New Jersey 07072, in the amount of \$38,750.00 was the lowest responsible quote for the Base Bid, and complete in all respects.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt that:

1. An award of contract for the Borough Hall urgent roof repairs shall be made to New Jersey Roofing Company, 520 Route 17 South, Carlstadt, New Jersey 07072 in the quote amount of \$38,750.00; and

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2. This resolution to take effect upon certification of this resolution by the Chief Financial Officer that sufficient funds are available.

**Certification as to the availability of funds:**

The Chief Financial Officer/Treasurer hereby certifies that sufficient funds are available to pay the anticipated amount of the fees and disbursement for these services.

**RESOLUTION NO. 2023-152**

**WHEREAS**, Ozcelik, Inc. has made application for a person-to-person and place-to-place transfer of Plenary Retail Consumption License #0205-33-024-005 heretofore issued to Merwind, Inc., a pocket liquor license; and

**WHEREAS**, Ozcelik, Inc. has filed with the Mayor and Council written consent of said transfer and the applicant has deposited with the issuing authorities the transfer fees and all other requirements of the Statutes governing the transfer has been published in the Record in the issues of March 12, 2023 and March 19, 2023 and a reasonable time set for objections, if any to said transfer before transfer is deemed effective.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey that Plenary Retail Consumption License #0205-33-024-005 heretofore issued to Merwind, Inc. be and the same is hereby transferred to Ozcelik, Inc. trading as Hunkar Restaurant for the premises located at 319 Hackensack Street, Carlstadt, NJ 07072.

**BE IT FURTHER RESOLVED** that the Borough Clerk is hereby authorized and directed to execute the transfer in accordance with the provisions of the State Alcoholic Beverage Control Act.

Mayor Zimmermann entertained a motion to adopt the Consent Agenda. On motion by Emerson, seconded by Stoltz, unanimous on call of roll of those present.

**CORRESPONDENCE**

None

Mayor Zimmermann entertained a motion to approve two Special Police Officers for the Primary Election, one for the School Picnic and the other for the Summer Concerts.  
On motion by Emerson, seconded by DeBiase, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to approve a bus and driver for the Turn Hall for the parade in New York on Saturday, September 16, 2023.  
On motion by Emerson, seconded by Fonseca, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to approve a clock for Domenick Giancaspro.  
On motion by Emerson, seconded by Fonseca, unanimous on call of roll of those present.

**EXECUTIVE SESSION MEETING ACT  
RECESS INTO CLOSED SESSION**

**WHEREAS**, it is necessary for the Governing Body of the Borough of Carlstadt to conduct an executive session closed to the public in order to discuss one or more of the following subjects: personnel and property.

**NOW, THEREFORE BE IT RESOLVED** that the Mayor and Council of the Borough of Carlstadt hereby moves to go into executive session in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et. Seq. for the purpose of discussing one or more of the following subjects: personnel and property.

**AND, BE IT FURTHER RESOLVED** that the public will be informed either later this evening after reconvening the public meeting or at a future public meeting said date is not predictable at the present time.

**AND, BE IT FURTHER RESOLVED** that the matters discussed in and minutes of the closed session shall be disclosed to the public when the reason for confidentiality no longer exists. Mayor Zimmermann entertained a motion to go into closed session at 7:25 P.M. On motion by Emerson, seconded by Fonseca, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to go back into open session at 9:18 P.M. On motion by Emerson, seconded by Lenoy, unanimous on call of roll. Councilman Roseman responded on the phone for the roll call.

Fire Chief John Harr told the Council they had their annual hose testing and have lost 1,800 feet of hose. They usually only lose half of that but this year was an extraordinary year.. He is looking for an emergency purchase to get more hose. He has allocated \$9,000.00 in his budget for hose replacement.

The Memorial Service and Inspection on May 20, 2023 will be here at the firehouse rather than at Memorial Park. It will make it much easier. There will be food and refreshments afterwards. Chief Harr said they are moving forward with live training. They will be hosting classes here for our members and out of town people in the next four to six weeks.

Mayor Zimmermann entertained a motion to approve \$378.00 for the Alumnae Wildcat Award. On motion by DeBiase, seconded by Emerson, unanimous on call of roll.

Mayor Zimmermann entertained a motion to approve \$5,900.00 for the Street Fair for Horizon Entertainment. On motion by Fonseca, seconded by Emerson, unanimous on call of roll.

Mayor Zimmermann entertained a motion for \$12,975.00 to be used for the Memorial Day Parade. On motion by Stoltz, seconded by Emerson, unanimous on call of roll.

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Mayor Zimmermann entertained a motion to confirm the use for the Nam Knights for one of our garbage trucks. On motion by Stoltz, seconded by Emerson, unanimous on call of roll.

Mayor Zimmermann entertained a motion to allow the Police Chief to select two candidates for the July Police Academy. On motion by Emerson, seconded by Lenoy, unanimous on call of roll.

Mayor Zimmermann entertained a motion to adjourn the meeting at 9:25 P.M.  
On motion by Fonseca, seconded by DeBiase the meeting was unanimously adjourned.

APPROVED: \_\_\_\_\_  
ROBERT J. ZIMMERMANN, MAYOR

ATTEST: \_\_\_\_\_  
CLAIRE FOY, BOROUGH CLERK