

CAUCUS/FINANCE MEETING
July 5, 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, July 5, 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, Joseph Emerson, William Roseman, Suzanne Fonseca and Diane DeBiase were present. Councilman James Lenoy was telephonically in attendance.

Joseph Crifasi, Borough Administrator and Joseph Donahue, Borough Attorney were also present.

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.

Frank Covelli of Professional Insurance Associates was in attendance with regards to the Borough's insurance renewal. He went into detail with regards to this with the proposal he had brought to the meeting. Mr. Covelli said we will have a resolution for the July 19, 2023 with the company US Fire for your renewal proposal for 2023-2024 Plan Year.

PROFESSIONAL REPORTS

Robert Ceberio of RCM Ceberio, LLC Management Consultants read his report for the month regarding projects that are being done in the Brough of Carlstadt. Mr. Ceberio also brought up the possibility of a rehabilitation project for Hackensack Street. He went into detail on how this would work. A copy of his report is on file in the Borough Clerk's office.

Mayor Zimmermann asked Gunter Kuprat about the Planning Board meeting. He reported Chris Assenheimer had surgery so he was not there as recording secretary. Another member was absent as he graduated from school but they still had the meeting. Dick Allen did the recording of the meeting. There was an issue that they wanted to go into closed session and he doesn't see why that was necessary as the Planning Board always does things in open session. He stated they did have their meeting and everything was fine.

Mayor Zimmermann entertained a motion to open the floor to a hearing of citizens to adopt the Budget Amendment.

On motion by Roseman, seconded by Emerson, unanimous on call of roll.

Mayor Zimmermann asked if any citizen wished to be heard.

Mayor Zimmermann said to let the record note there is no one here to speak on this.

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

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On motion by Emerson, seconded by Lenoy, unanimous on call of roll.

Mayor Zimmermann entertained a motion to adopt the Budget Amendment and adopt the Budget.
On motion by Emerson, seconded by Roseman, unanimous on call of roll.

CONSENT AGENDA

RESOLUTION NO. 2023-180

WHEREAS, the Tax Court of New Jersey, County of Bergen issued a Civil Action Judgment in the tax appeal of Outdoor Systems, Inc. C/O Out Front Media for property located at Passaic Avenue, Carlstadt, New Jersey for Block 86 Lot 4 Unit B01 as per Docket No. 013283-2018 dated 6/6/2023 reducing the 2018 property tax assessment from \$84,900.00 to \$16,200.00 and as per the same Docket No. for Block 86 Lot 4 Unit B2 reducing the 2018 property tax assessment from \$237,300.00 to \$36,300.00; and

WHEREAS, the reduction in the 2018 property tax assessment on Block 86 Lot 4 Unit B1 is \$68,700.00 or \$1,320.41 in 2018 property tax and the reduction in the 2018 property tax assessment on Block 86 Lot 4 Unit B2 is \$201,000.00 or \$3,863.22 in 20218 property tax.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Carlstadt authorize the refund of \$5,183.63 and the Tax Collector shall adjust his books accordingly.

It is noted that the Borough's Finance Office has reviewed this Tax Appeal Settlement and certifies that the Appeal is genuine and that funds are available for payment. It is also noted that the Borough's Tax Appeal Attorney, Kyle Porro, Esq. has negotiated this Tax Appeal and has approved the settlement on behalf of the Borough of Carlstadt and that the Carlstadt Borough Attorney, Joseph Donahue, Esq. has reviewed this Resolution and finds it to be satisfactory and legal. In addition, the Borough Finance Officer has reviewed said calculations and finds them to be satisfactory and true with the Judgments.

The refund shall be made payable to:

“Bruce J. Stavitsky, Esq. for the benefit of Outdoor Systems, Inc. c/o Out Front Media.”

The refund shall be mailed to:

Stavitsky & Associates, LLC
350 Passaic Avenue
Fairfield, New Jersey 07004

RESOLUTION NO. 2023-181

WHEREAS, the Tax Court of New Jersey, County of Bergen issued a Civil Action Judgment in the tax appeal of Arthra Holdings LLC for property located at 430 Gotham Parkway, Carlstadt, New Jersey, for Block 123.01 Lot 13 Qualifier HM as per Docket No. 007607-2017 dated 5/22/2023 reducing the 2017 property tax assessment from \$7,764,800.00 to \$7,000,000.00; and

WHEREAS, the reduction in the 2017 property tax assessment is \$764,800.00 or \$14,577.08 in 2017 property tax.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Carlstadt authorize the refund of \$14,577.08 and the Tax Collector shall adjust his books accordingly.

It is noted that the Borough's Finance Office has reviewed this Tax Appeal Settlement and certifies that the Appeal is genuine and that funds are available for payment. It is also noted that the Borough's Tax Appeal Attorney, Kyle Porro, Esq. has negotiated this Tax Appeal and has approved the settlement on behalf of the Borough of Carlstadt and that the Carlstadt Borough Attorney Joseph Donahue, Esq. has reviewed this Resolution and finds it to be satisfactory and legal. In addition, the Borough Finance Officer has reviewed said calculations and finds them to be satisfactory and true with the Judgments.

The refund shall be made payable to:
"Jennifer R. Jacobus, Trustee for ARTHRA Holdings, LLC"

The refund shall be mailed to:
Jacobus & Associates, LLC
201 Littleton Road, Suite 100
Morris Plains, NJ 07950

RESOLUTION NO. 2023-182

WHEREAS, the Tax Court of New Jersey, County of Bergen issued a Civil Action Judgment in the tax appeal of K.I.C. Management for property located at 90 Commerce Road, Carlstadt, New Jersey for Block 126 Lot 51 Qualifier HM as per Docket No. 006733-2018 dated 5/8/2023 reducing the 2018 property tax assessment from \$3,124,100.00 to \$2,700,000.00; and

WHEREAS, the reduction in the 2018 property tax assessment is \$424,100.00 or \$8,151.20 in 2018 property tax.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Carlstadt authorize the refund of \$8,151.20 and the Tax Collector shall adjust his books accordingly.

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It is noted that the Borough's Finance Office has reviewed this Tax Appeal Settlement and certifies that the Appeal is genuine and that funds are available for payment. It is also noted that the Borough's Tax Appeal Attorney, Kyle Porro, Esq. has negotiated this Tax Appeal and has approved the settlement on behalf of the Borough of Carlstadt and that the Carlstadt Borough Attorney, Joseph Donahue, Esq. has reviewed this Resolution and finds it to be satisfactory and legal. In addition, the Borough Finance Officer has reviewed said calculations and finds them to be satisfactory and true with the Judgments.

The refund shall be made payable to:
"Wolf Vespasiano LLC Attorney Trust Account"

The refund shall be mailed to:
Wolf Vespasiano LLC
Attn: Chad E. Wolf
331 Main Street
Chatham, NJ 07928

RESOLUTION NO. 2023-183

WHEREAS, the Tax Court of New Jersey, County of Bergen issued a Civil Action Judgment in the tax appeal of Jerry L. Ivy (Revocable Trust) on property located at 685 Gotham Parkway, Carlstadt, New Jersey Block 126 Lo 70, Qualifier: HM as per Docket No. 006839-2012 dated 5/8/2023 reducing the 2012 property tax assessment from \$1,218,400.00 to \$1,000,000.00 and as per Docket No. 003389-2013 dated 5/8/2023 reducing the 2013 property tax assessment from \$2,728,300.00 to \$2,350,000.00 and as per Docket No. 003576-2014, (Freeze Act Year is 2015) dated 5/8/2023 reducing the 2014 property tax assessment from \$2,728,300.00 to \$2,350,000.00 and as per Docket No. 000806-2016 dated 5/8/202 reducing the 2016 property tax assessment from \$2,728,300.00 to \$2,500,000.00; and

WHEREAS, the reduction in the 2012 property tax assessment is \$218,400.00 or \$9,052.68 in 2012 property tax and the reduction in the 2013 property tax assessment is \$378,300.00 or \$7,497.91 in 2013 property tax and the reduction in the 2014 property tax assessment is \$378,300.00 or \$7,531.95 in 2014 property tax and the reduction in the 2016 property tax assessment is \$228,300.00 or \$4,853.65 in 2016 property tax.

The parties having agreed that there has been no change in value or municipal- wide revaluation or reassessment adopted for the tax year(s) 2015 (Freeze Act Year(s) the provisions of N.J.S.A.54:51a-8 (Freeze Act) shall be applicable to the assessment on the property referred to herein for said Freeze Act year(s). No Freeze Act year shall be the basis for application of the Freeze Act for any subsequent year. The reduction in the property tax assessment for 2015 is \$378,300.00 or \$7,531.95 in 2015 property tax.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Carlstadt that a refund in the amount of \$36,767.00 is authorized and the Tax collector shall adjust his books accordingly. (2012: \$9,052.68; 2013: \$7,497.91; 2014: \$7,531.95; 2015: \$7,830.81; 2016: \$4,853.65).

It is noted that the Borough's Finance Officer has reviewed this Tax Appeal Settlement and certifies that the Appeal is genuine and that funds are available for payment. It is also noted that Tax Appeal Attorney, Kyle Porro, Esq. has negotiated this Tax Appeal and has approved the settlement on behalf of the Borough of Carlstadt and that the Carlstadt Borough Attorney, Joseph Donahue, Esq. has reviewed this Resolution and finds it to be satisfactory and legal.

The refund shall be made payable to:
Wolf Vespasiano LLC Attorney Trust Account

The refund shall be mailed to:
Wolf Vespasiano LLC
331 Main Street
Chatham, New Jersey 07928

RESOLUTION NO. 2023-184

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. 7 in the amount of **Eight Hundred Sixty-Three Thousand, Seven Hundred Forty-Three Dollars and Fifty-Five Cents (\$863,743.55)** is hereby approved.

RESOLUTION NO. 2023-185

**A RESOLUTION AUTHORIZING INCLUSION IN THE
BERGEN COUNTY COMMUNITY DEVELOPMENT PROGRAM**

WHEREAS certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended the HOME Investment Partnership Act of 1990, as amended; and the Emergency Solutions Grant of 2012; and

WHEREAS the current Interlocal Services Cooperative Agreement contains an automatic renewal clause to expedite the notification of the inclusion process; and

WHEREAS each Municipality must notify the Bergen County Division of Community Development of its intent to continue as a participant in the Urban County entitlement programs noted above; and

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WHEREAS it is in the best interest of the Municipality of the Borough of Carlstadt and its residents to participate in said Programs.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Municipality of the Borough of Carlstadt hereby notifies the Bergen County Division of Community Development of its decision to be included as a participant Municipality in the Urban County entitlement programs being the Community Development Block Grant Program (CDBG), the HOME Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG) for the **Fiscal Years 2024, 2025, and 2026 covering the period July 1, 2024 – June 30, 2027**; and

BE IT FURTHER RESOLVED that an original copy of this resolution be made available to the Director of the Bergen County Division of Community Development as soon as possible and no later than **MONDAY, JUNE 26, 2023**.

RESOLUTION NO. 2023-186

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN
AGREEMENT WITH THE COUNTY OF BERGEN TO SUPERSEDE THE
COOPERATIVE AGREEMENT DATED JULY 1, 2021, AND AMENDMENTS
THERETO
ESTABLISHING THE BERGEN COUNTY COMMUNITY DEVELOPMENT
PROGRAM**

WHEREAS certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended; the HOME Investment Partnership Act of 1990, as amended and the Emergency Solutions Grant of 2012; and

WHEREAS it is necessary to supersede an existing Interlocal Services Cooperative Agreement for the County and its people to benefit from these Programs; and

WHEREAS, an Agreement has been proposed under which the Municipality of the Borough Carlstadt and the County of Bergen in cooperation with other Municipalities, will modify an Interlocal Services Program pursuant to N.J.S.A. 40A:65-1 et seq.; and

WHEREAS it is in the best interest of the Municipality of the Borough of Carlstadt to enter into such an Agreement.

NOW, THEREFORE BE IT RESOLVED by the Municipality of the Borough of Carlstadt that the Agreement entitled “Three Year Cooperative Agreement” (an Agreement superseding the Cooperative Agreement dated July 1, 2021 – June 30, 2024) to clarify the planning and implementation procedures and to enable the Municipality to make a Three Year irrevocable commitment to participate in the Community Development Block Grant Program (CDBG), the Home Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG) for the **Fiscal Years 2024, 2025, and 2026 covering the period July 1, 2024 – June 30, 2027**, be executed by the Mayor and Municipal Clerk in accordance with the provisions of law; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately in accordance with law and that an original copy be made available to the Director of the Bergen County Division of Community Development as soon as possible and no later than **MONDAY, JUNE 26, 2023**.

RESOLUTION NO. 2023-187

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. 8 in the amount of **Five Hundred Sixty-Four Thousand, Two Hundred Eighty-Two Dollars, and Ninety-Six Cents (\$564,282.96)** is hereby approved.

RESOLUTION NO. 2023-188
BOROUGH OF CARLSTADT
MUNICIPAL BUDGET 2023

BE IT RESOLVED, that the following statements of revenue and appropriations shall constitute the adopted Municipal Budget for the year 2023;

General Appropriations

Appropriations within "CAPS" - Municipal Purposes	\$20,807,933.50
Appropriations excluded from "CAPS" - Municipal Purposes	5,230,483.47
Reserve for Uncollected Taxes	440,000.00
Total General Appropriations	26,478,416.97
Less: Anticipated Revenues	4,320,966.42
Amount to be Raised by Taxes for Support of Municipal Budget	
Local Tax Municipal Purposes	\$21,218,004.15
Minimum Library Tax	\$939,446.40
Total to be Raised by Taxes	\$22,157,450.55

The Governing Body of the Borough of Carlstadt does hereby adopt the above as the Budget for the year 2023.

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

FINAL READING

ORDINANCE NO. 23-4

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY, NEW COMMUNICATION AND SIGNAL SYSTEMS EQUIPMENT, NEW INFORMATION TECHNOLOGY EQUIPMENT, NEW ADDITIONAL FURNISHINGS AND NEW AUTOMOTIVE VEHICLES, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE BOROUGH OF CARLSTADT, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$3,715,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

Mayor Zimmermann entertained a motion to open this ordinance to a hearing of citizens. On motion by Emerson, seconded by Fonseca, unanimous on call of roll.

Mayor Zimmermann asked if any citizen wished to speak on this ordinance. Gunter Kuprat said since he is liaison to the Turnvein, whatever your budget is, can you please put the Turnvein into the budget if you can.

Mayor Zimmermann entertained a motion to close this ordinance to a hearing of citizens. On motion by Emerson, seconded by Fonseca, unanimous on call of roll.

RESOLUTION NO. 2023-189

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY, NEW COMMUNICATION AND SIGNAL SYSTEMS EQUIPMENT, NEW INFORMATION TECHNOLOGY EQUIPMENT, NEW ADDITIONAL FURNISHINGS AND NEW AUTOMOTIVE VEHICLES, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE BOROUGH OF CARLSTADT, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$3,715,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

heretofore introduced, does now pass on final reading and the Borough Clerk is hereby authorized and directed to publish said ordinance according to law.

Mayor Zimmermann entertained a motion to adopt Ordinance No. 23-4. On motion by Emerson, seconded by Stoltz, unanimous on call of roll.

Mayor Zimmermann entertained a motion to open the floor to a hearing of citizens. On motion by DeBiase, seconded by Roseman, unanimous on call of roll.

Mayor Zimmermann asked if there was any citizen that wished to speak. Mayor Zimmermann said to let the record note there is no one here to speak.

Mayor Zimmermann entertained a motion to close the floor to a hearing of citizens. On motion by DeBiase, seconded by Fonseca, unanimous on call of roll.

CORRESPONDENCE

Mayor Zimmermann entertained a motion to ratify a fruit basket for Chris Assenheimer. On motion by Emerson, seconded by Fonseca, unanimous on call of roll.

Mayor Zimmermann said we have a letter from Angelica Peet advising us that after twenty-one years she will be retiring from her position as a Crossing Guard. Her last day of employment is June 30, 2023.

Mayor Zimmermann entertained a motion to accept Angelica Peet's retirement with regrets. On motion by Fonseca, seconded by Emerson, unanimous on call of roll.

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 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 8:08 P.M. On motion by Fonseca, seconded by Emerson, unanimous on call of roll.

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Mayor Zimmermann entertained a motion to go into open session at 8:48 P.M. On motion by Emerson, seconded by Roseman, unanimous on call of roll.

FINAL READING

ORDINANCE NO. 23-5

AN ORDINANCE BY THE BOROUGH OF CARLSTADT, BERGEN COUNTY, NEW JERSEY REPEALING ORDINANCE NO. 21-9 AND AMENDING ARTICLE XXI ZONING, CHAPTER 21-21, SPECIAL REGULATIONS, SECTION 21-21.13 MARIJUANA (CANNABIS) PROHIBITED, OF THE CODE OF THE BOROUGH OF CARLSTADT.

Mayor Zimmermann entertained a motion to open the floor to a hearing of citizens.

On motion by Fonseca, seconded by DeBiase, unanimous on call of roll.

Mayor Zimmermann asked is there any citizen that wished 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 floor to a hearing of citizens.

On motion by Fonseca, seconded by DeBiase, unanimous on call of roll.

RESOLUTION NO. 2023-190

BE IT RESOLVED that the ordinance entitled:

AN ORDINANCE BY THE BOROUGH OF CARLSTADT, BERGEN COUNTY, NEW JERSEY REPEALING ORDINANCE NO. 21-9 AND AMENDING ARTICLE XXI ZONING, CHAPTER 21-21, SPECIAL REGULATIONS, SECTION 21-21.13 MARIJUANA (CANNABIS) PROHIBITED, OF THE CODE OF THE BOROUGH OF CARLSTADT.

heretofore introduced, does now pass on final reading and the Borough Clerk is hereby authorized and directed to publish said ordinance according to law.

Mayor Zimmermann entertained a motion to adopt Ordinance No. 23-5.

On motion by Fonseca, seconded by DeBiase, unanimous on call of roll.

RESOLUTION NO. 2023-191

WHEREAS, the Mayor and Council of the Borough of Carlstadt intends to hire three (3) Police Officers to the Carlstadt Police Department to replace several retirements and to maintain a safe and acceptable staff; and

WHEREAS, pursuant to Borough Ordinance 21-6, the Police Chief as appropriate authority, under the direction of the Mayor and Council, conducted thorough interviews and background checks to complete his recommendations.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey that Chelsea Marafelias and James Crifasi, be and hereby are appointed as Police Officer candidates in the July 2023 Bergen County Police Academy pending final mandatory reviews effective July 10, 2023.

AND, BE IT FURTHER RESOLVED that Mario Vdovjak be and hereby is appointed as a PTC Certified Police Officer in the Carlstadt Police Department pending completion of all mandatory background approvals with an effective date that will be established and recorded.

Mayor Zimmermann entertained a motion to approve Resolution No. 2023-191. On motion by Emerson, seconded by Roseman, unanimous on call of roll.

Mayor Zimmermann entertained a motion to adjourn the meeting at 8:50 P.M. On motion by Fonseca, seconded by DeBiase, the meeting was unanimously adjourned.

APPROVED: _____
ROBERT J. ZIMMERMANN, MAYOR

ATTEST: _____
CLAIRE FOY, BOROUGH CLERK