

CAUCUS MEETING
April 23, 2025

A RESCHEDULED CAUCUS 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, April 23, 2025 at 7:05 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, and Suzanne Fonseca were present. Councilman William Roseman arrived at 7:10 P.M. Councilwoman Diane DeBiase arrived at 7:50 P.M.

Joseph Crifasi, Borough Administrator was present and Joseph Donahue, Borough Attorney 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 Meeting 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 7, 2025 and the Herald News on January 7, 2025 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 read the following notice which was published in The Record and Herald News on March 26, 2025:

The April 16, 2025 Caucus Meeting at 7:00 P.M. and the 8:00 P.M. Council Meeting of the Mayor and Council of the Borough of Carlstadt, 500 Madison Street, Carlstadt, New Jersey 07072 has been rescheduled to April 23, 2025 due to a lack of a quorum.

Mayor Zimmermann said we are going to be approving the 2025 Budget.

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

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

Mayor Zimmermann asked are there any citizens that wished too speak on the 2025 Budget.

Mayor Zimmermann said to let the record note there are no citizens here to speak.

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

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

RESOLUTION NO. 2025-119
BOROUGH OF CARLSTADT
MUNICIPAL BUDGET 2025

BE IT RESOLVED, that the following statements of revenue and appropriations shall constitute the adopted Municipal Budget for the year 2025;

General Appropriations

Appropriations within "CAPS" - Municipal Purposes	\$23,509,178.07
Appropriations excluded from "CAPS" - Municipal Purposes	10,531,925.82
Reserve for Uncollected Taxes	440,000.00
Total General Appropriations	34,481,103.89
Less: Anticipated Revenues	7,365,385.19

Amount to be Raised by Taxes for Support of Municipal Budget

Local Tax Municipal Purposes	\$25,972,397.06
Minimum Library Tax	\$1,143,321.64
Total to be Raised by Taxes	\$27,115,718.70

The Governing Body of the Borough of Carlstadt does hereby adopt the above as the Budget for the year 2025.

Mayor Zimmermann entertained a motion to adopt the 2025 Municipal Budget Resolution No. 2025-119.

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

Mayor Zimmermann entertained a motion to open the floor to a hearing of citizens for the 2025 Bergen County Trust Fund Grant application for Zimmermann Park.

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

Mayor Zimmermann asked if any citizen wished to be heard on this application.

Mayor Zimmermann said to let the record note there are no citizens here to speak.

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

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

RESOLUTION NO. 2025-120
TRUST FUND APPLICATION
MUNICIPAL ENDORSING RESOLUTION

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 \$900,000.00 (\$450,000.00 to be provided by the County and \$450,000.00 to be matched by the Borough of Carlstadt) from the County Trust Fund to fund the following project: **Zimmermann Park Improvements – Phase V**; and

WHEREAS, the Governing Body 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 governing body/board received held the required Public Hearing to receive public comments on the proposed park improvements in the application on April 23, 2025; 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 April 25, 2025, 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 of the Borough of Carlstadt has, 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 of the Borough of Carlstadt 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; and
5. That the Mayor and Council of the Borough of Carlstadt agrees 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.

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Mayor Zimmermann entertained a motion to adopt Resolution No. 2025-120.
On motion by Lenoy, seconded by Emerson, unanimous on call of roll of those present.

CORRESPONDENCE

Mayor Zimmermann said we received correspondence from Palmira Pedace who is a Crossing Guard. She is writing to announce her retirement from her position as a Crossing Guard the last day of the school year. She has been a Crossing Guard for the past twenty-two years.

Mayor Zimmermann entertained a motion to accept with regrets the resignation of Palmira Pedace.
On motion by Stoltz, seconded by Roseman, unanimous on call of roll of those present.

Mayor Zimmermann said we received a letter from Christopher Assenheimer, Secretary of the Carlstadt Volunteer Fire Department, Board of Fire Officers. The letter serves as notification that John Ondrof has been a member of Engine Company Two, Carlstadt Fire Department for fifty years and Aswin Aguinaga has been accepted as a Probationary Member of Engine Company Three. Zakaria Kaniel has been expelled from Engine Company Three of the Carlstadt Fire Department. The Governing Body has been cordially invited to the Annual Memorial Service on Saturday, May 17, 2025 at 5:00 P.M. This will be held at the Exempt Firemen's Memorial Park on the corner of Division Avenue and Hackensack Street.

CONSIDERATION OF ORDINANCES

Mayor Zimmermann entertained a motion to carry over Ordinance No. 25-2 (Flood Plain Management Regulations) to May 7, 2025. On motion by Emerson, seconded by Fonseca, unanimous on call of roll of those present.

FINAL READING

Mayor Zimmermann entertained a motion to open the floor to a hearing of citizens for Ordinance No. 25-5 Stormwater Utility Ordinance (Amends and Replaces Ordinance No. 24-12). On motion by Emerson, seconded by Stoltz, unanimous on call of roll of those present.

Mayor Zimmermann asked if any citizen here wished to speak.
Mayor Zimmermann said to let the record note there are no citizens that wished to speak.
Mayor Zimmermann entertained a motion to close the floor to a hearing of citizens.
On motion by Emerson, seconded by Stoltz, unanimous on call of roll of those present.

RESOLUTION NO. 2025-120-A

BE IT RESOLVED that the ordinance entitled:

**STORMWATER UTILITY ORDINANCE
(AMENDS AND REPLACES ORDINANCE NO. 24-12)**

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

FIRST READING

ORDINANCE NO. 25-6

CAPITAL ORDINANCE OF THE BOROUGH OF CARLSTADT, IN THE COUNTY OF BERGEN, NEW JERSEY, AUTHORIZING THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND ACQUISITIONS IN, BY AND FOR THE BOROUGH, APPROPRIATING THEREFOR THE SUM OF \$188,000 AND PROVIDING THAT SUCH SUM SO APPROPRIATED SHALL BE RAISED FROM THE BOROUGH'S CAPITAL IMPROVEMENT FUND.

BE IT ORDAINED by the Borough Council of the Borough of Carlstadt, in the County of Bergen, New Jersey, as follows:

Section 1. The Borough of Carlstadt, in the County of Bergen, New Jersey (the "Borough") is hereby authorized to make the following public improvements and acquisitions in, by and for the Borough: (A) replacement of the air conditioner system in the Ambulance Building; (B) acquisition of computer equipment for the use of various Borough departments, offices and agencies; (C) acquisition of kitchen equipment for the Washington Avenue Firehouse; and (D) replacement of the fire alarm system in the Municipal Building. Said improvements and acquisitions shall include all work, materials and appurtenances necessary and suitable therefor.

Section 2. The sum of \$188,000 is hereby appropriated to the payment of the cost of the improvements and acquisitions authorized and described in Section 1 hereof (hereinafter referred to as "purpose"). Said appropriation shall be raised from the Borough's Capital Improvement Fund, as hereinafter provided. The sum of \$188,000 is hereby appropriated from the Borough's Capital Improvement Fund to the payment of the cost of said purpose.

Section 3. Said improvements and acquisitions are lawful capital improvements of the Borough having a period of usefulness of at least five (5) years. Said improvements and acquisitions shall be made as general improvements, no part of the cost of which shall be assessed against property specially benefited.

Section 4. The capital budget is hereby amended to conform with the provisions of this capital ordinance to the extent of any inconsistency therewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, is on file with the Borough Clerk and is available for public inspection.

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Section 5. This ordinance shall take effect at the time and in the manner provided by law.

RESOLUTION NO. 2025-120-B

BE IT RESOLVED that the ordinance entitled:

CAPITAL ORDINANCE OF THE BOROUGH OF CARLSTADT, IN THE COUNTY OF BERGEN, NEW JERSEY, AUTHORIZING THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND ACQUISITIONS IN, BY AND FOR THE BOROUGH, APPROPRIATING THEREFOR THE SUM OF \$188,000 AND PROVIDING THAT SUCH SUM SO APPROPRIATED SHALL BE RAISED FROM THE BOROUGH'S CAPITAL IMPROVEMENT FUND.

heretofore introduced, does now pass on first reading, and that said ordinance be further considered for final passage at a meeting to be held on the 7th day of May, 2025 at 7:00 o'clock P.M. or as soon thereafter as the matter can be reached, at the regular meeting place of the Carlstadt Borough Council, and that at such time and place all persons interested be given an opportunity to be heard concerning said ordinance, and that the Borough Clerk be, and she hereby is, authorized and directed to publish said ordinance according to law with a notice of its introduction and passage on first reading and of the time and place when and where said ordinance will be further considered for final passage.

Mayor Zimmermann entertained a motion to introduce Ordinance No. 25-6 (Capital Ordinance). On motion by Emerson, seconded by Lenoy, unanimous on call of roll of those present.

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

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

Mayor Zimmermann asked if any citizen here wished to speak.

Mayor Zimmermann said to let the record note there are no citizens that wished to speak.

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

On motion by Roseman, seconded by Stoltz, 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 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 7:20 P.M. On motion by Roseman, seconded Emerson, unanimous on call of roll of those present.

Mayor Zimmemrann entertained a motion to adjourn the meeting at 8:00 P.M. On motion by Emerson, seconded by Fonseca unanimous on call of roll of those present.

APPROVED: _____
ROBERT J. ZIMMERMANN, MAYOR

ATTEST: _____
CLAIRE FOY, BOROUGH CLERK