

CAUCUS/FINANCE MEETING

March 4, 2026

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, March 4, 2026 at 7:00 P.M.

Mayor Robert Zimmermann asked Kimberly Koziel, Acting 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 arrived at 7:27 P.M.

Joseph Crifasi, Borough Administrator and Joseph Donahue, Borough Attorney were both 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 compliance with the Open Public Meetings Act, notice of this meeting was posted on the Borough website, meeting the requirements of P.L. 2025, c.72 (C:35:3-1 et al.) and N.J.S.A. 10:4-6 and the updated guidelines. The notice included the location, time and date, which was sent to the following official newspapers of Carlstadt: The Record on January 6, 2026 and the Herald News on January 6, 2026 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.

PROFESSIONAL REPORTS

Gregory Polyniak, Neglia Engineering Group, read his report for the month of February 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 of February 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.

PRESENTATION

Police Chief Thomas Cox gave a PowerPoint presentation regarding the number of vehicle crashes in the Borough.

HEARING OF CITIZENS

NONE

APPROVAL OF MINUTES

Mayor Zimmermann entertained a motion to accept the minutes of the 2/18/26 Caucus Meeting and Council Meeting minutes. (Open and Closed Sessions).

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

CONSENT AGENDA

RESOLUTION NO. 2026-82

BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Rutherford Public Library 150 Park Avenue, Rutherford, NJ 07070 be granted permission to hold an Off Premise Raffle on May 02, 2026 at Il Villaggio Restaurant located at 651 Route 17, Carlstadt, NJ for which the application, fee and findings and determination sheet shall be forwarded to the Legalized Games of Chance Control Commission.

RESOLUTION NO. 2026-83

**EMERGENCY TEMPORARY APPROPRIATIONS TO THE CALENDAR YEAR 2026
BUDGET PER N.J.S.A. 40A:4-20**

WHEREAS, N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for any purposes for which appropriations may lawfully be made for the period between the beginning of the current calendar year and the date of the adoption of the budget for the said year; and

WHEREAS, the Chief Financial Officer certifies that the excluded appropriations are permitted exclusions pursuant to N.J.S.A. 40A:4-45.45(b) and 40A:4-45.3(bb), respectively; and

WHEREAS, the total emergency temporary appropriation resolutions adopted in the year 2026 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$10,465,232.03.

NOW, THEREFORE BE IT RESOLVED by the Council of the Borough of Carlstadt, in the County of Bergen, State of New Jersey, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. Emergency temporary appropriations be and the same are hereby made in the amount of \$156,453.00 as follows:

Declared State of Emergency Costs for January 2026 Storm Response & Recovery: N.J.S.A. 40A:4-45.45(b) and 40A:4-45.3(bb)

2. That said Emergency Temporary Appropriations will be provided for in full in the 2026 budget on sheet 20 under "Operations Excluded from 'CAPS'" as per the Local Finance Notice 2026-04.
3. The Chief Financial Officer submit a certified copy of this resolution to the Director of Local Government Services for approval via FAST.

RESOLUTION NO. 2026-84

Approving the Stormwater Utility Base Fee For 2026

WHEREAS the governing body of a municipality is authorized by the Clean Stormwater and Flood Reduction Act (P.L.2019, c.42) to adopt a system of charges to fund the implementation of stormwater management programs to serve the Meadowlands properties of the Borough of Carlstadt and provides that among other powers municipalities have concerning stormwater facilities, is the power by ordinance or resolution to:

- (1) Exercise general regulation over the planning, location, construction, operation, and maintenance of stormwater facilities in the municipality, whether owned or operated by the municipality.
- (2) Adopt any rules and regulations deemed necessary to accomplish the purposes of this statute, including adopting a system of fees for services and permits.
- (3) Establish standards to regulate the quantity of stormwater discharged and stormwater contaminants as necessary to protect water quality.
- (4) Review and approve plans for stormwater management in proposed subdivisions or commercial developments.
- (5) Issue permits for stormwater discharges and stormwater facilities' construction, alteration, extension, or repair.
- (6) Suspend or revoke permits when it is determined that the permittee has violated any applicable ordinance, resolution, or condition of the permit.
- (7) Regulate and prohibit the discharge of sanitary, industrial, or commercial sewage or otherwise contaminated waters into stormwater facilities.
- (8) Expend funds to remediate or mitigate the detrimental effects of contaminated land or other sources of stormwater contamination, whether public or private; and

WHEREAS the Borough of Carlstadt adopted Ordinance 25-5 on April 23, 2025, and created the Carlstadt Stormwater Utility, the municipality's governing body shall, by ordinance resolution, establish the base rate for the stormwater user's fee. The base rate shall be calculated to ensure adequate revenues to fund stormwater management costs and to provide for the operation, maintenance, and capital improvements of the stormwater system in the Borough. The stormwater utility shall have the right, on its initiative, to adjust the stormwater user's fees upward or downward concerning any property based on the needs of the utility; and

WHEREAS, the Stormwater Utility will use the equivalent residential unit (ERU) approach, the fairest approach to assessing a fee based on the impervious surface. ERU fee structures assign an assessment based on the amount of impervious surface, ensuring fees reflect actual land cover and

CAUCUS/FINANCE MEETING

March 4, 2026

Page 4

involve less administration than calculating the impervious surface area on each property, and is based on the formula in Ordinance 25-5; and

WHEREAS, based on the formula established in Ordinance 25-5, the Stormwater Utility ERU fee established for the Fiscal Year 2026 shall be \$75.00 per area of impervious surface on a property in the service area.

RESOLUTION NO. 2026-85

BOROUGH OF CARLSTADT

COUNTY OF BERGEN

APPROVE RELEASE OF PERFORMANCE BOND FOR 511 13TH STREET
OFF-SITE SEWER REHABILITATION

WHEREAS, the Applicant, 511 Thirteenth Street, LLC, has posted a Performance Bond in the amount of \$360,960.00 for Off-Site Improvements related to Sewer Rehabilitation and a Performance Bond in the amount of \$16,560.00 for On-Site Improvements for construction work and activity performed at 511 13th Street; and

WHEREAS, the Applicant, 511 Thirteenth Street, LLC, has posted a Safety and Stabilization Bond in the amount of \$11,524.00 for Off-Site Improvements related to Sewer Rehabilitation and a Safety and Stabilization Bond in the amount of \$5,000.00 for On-Site Improvements for construction work and activity performed at 511 13th Street;

WHEREAS, the Borough Engineer recommends the release of the Performance Bond in the amount of \$360,960.00 for Off-Site Improvements related to Sewer Rehabilitation and the Performance Bond in the amount of \$16,560.00 for On-Site Improvements for construction work and activity performed at 511 13th Street;

WHEREAS, the Borough Engineer recommends the release of Safety and Stabilization Bond in the amount of \$11,524.00 for Off-Site Improvements related to Sewer Rehabilitation and Safety and Stabilization Bond in the amount of \$5,000.00 for On-Site Improvements for construction work and activity performed at 511 13th Street;

WHEREAS, the Borough Engineer has recommended release of both Performance bonds and Safety and Stabilization bonds as detailed within this resolution upon submittal and the acceptance of the two-year Maintenance Guarantees in the amount of \$119,430.90 for Off-Site Improvements related to Sewer Rehabilitation and \$54,144.00 for On-site Improvements performed at 511 13th Street in the form of Maintenance Surety Bond No. 800113516 for Off-Site Improvements and Maintenance Surety Bond No. 800113515 for On-Site Improvements scheduled to expire on March 4, 2028 and Township Attorney has found such Maintenance Bonds to be satisfactory as to form, substance and execution;

NOW, THEREFORE, BE IT RESOLVED, that all work was performed to the satisfaction of the Borough Engineer and release of the Performance Bonds and Safety and Stabilization Bonds be and hereby are authorized, subject to all professional escrow fees being paid and payment of all applicable township fees.

NOW, BE IT FURTHER RESOLVED by the governing body of the Borough of Carlstadt that the Carlstadt Stormwater Utility shall use \$75.00 per unit of impervious surface area to fund its 2026 budget.

RESOLUTION NO. 2026-86

AWARD OF CONTRACT

Be it resolved by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey upon the recommendation of Neglia Group that the Contract for:

**CARLSTADT GARDEN-ORCHARD PARK
PARKING LOT LIGHT REPLACEMENT**

be awarded to Quality Electrical Construction (9 Plum Lane, Holmdel, New Jersey 07733) for the solicitation amount of **Nineteen Thousand Four Hundred Sixty-Six Dollars and Zero Cents (\$19,466.00)**, which represents the lowest of three (3) bids submitted. This Resolution to take effect upon certification of this Resolution by the Borough Treasurer that sufficient funds are available.

RESOLUTION NO. 2026-87

WHEREAS, notification was received that the following handicap parking space is no longer needed and should be removed from this location:

1. 451 Central Avenue

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Borough Clerk notify the DPW to remove the above-mentioned handicap parking space and that the Police Chief remove same from the certified list of handicap parking spaces.

RESOLUTION NO. 2026-88

WHEREAS, notification was received that the following handicap parking space is no longer needed and should be removed from this location:

1. 624 Seventh Street

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Borough Clerk notify the DPW to remove the above-mentioned handicap parking space and that the Police Chief remove same from the certified list of handicap parking spaces.

RESOLUTION NO. 2026-89

WHEREAS, notification was received that the following handicap parking space is no longer needed and should be removed from this location:

1. 533 Third Street

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Borough Clerk notify the DPW to remove the above-mentioned handicap parking space and that the Police Chief remove same from the certified list of handicap parking spaces.

RESOLUTION NO. 2026-90

BE IT RESOLVED, by the Mayor and Council of the Borough of Carlstadt that a handicap parking space is hereby approved at the following location:

1. 610 Seventh Street

all in accordance with the requirements as stated in Chapter 10-3.10 and with the recommendation of the Police Chief of the Carlstadt Police Department.

BE IT FURTHER RESOLVED that said location shall be added to the certified list of designated handicap parking spaces.

RESOLUTION NO. 2026-91

**BOROUGH OF CARLSTADT
COUNTY OF BERGEN
APPOINTING FIRE SUBCODE OFFICIAL – KEITH DALTON**

WHEREAS, pursuant to the Uniform Construction Code, it is necessary to designate and appoint a Fire Subcode Official;, and

WHEREAS, Keith Dalton has submitted proof of State Certification, DCA License 011083 Fire Subcode Official HHS for said position; and

WHEREAS, N.J.S.A. 52:27D-126b requires the hiring of the sub code official to a term of four years.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Carlstadt in the County of Bergen, State of New Jersey that Keith Dalton's appointment to the position of Fire Subcode Official HHS for a term of four (4) years as of January 1, 2026 is hereby confirmed and ratified.

RESOLUTION NO. 2026-92

WHEREAS, the Borough of Carlstadt has solicited quotes for the 2026 Summer Concert Series; and

WHEREAS, the money for said project has been appropriated in the 2026 budget; and

WHEREAS, of the two (2) received solicitations, the quote of Cliffhanger Productions, 161 Park Avenue, Rutherford, NJ 07070, in the amount of \$44,000.00 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 2026 Summer Concert Series shall be made to Cliffhanger Productions, 161 Park Avenue, Rutherford, NJ 07070 in the quote amount of \$44,000.00; and
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. 2026-92-A

WHEREAS, the Borough Clerk solicited three quotes for the 2027 Fire Department Testimonial Dinner; and

WHEREAS, after careful review of all bids, the Mayor and Council selected Il Villaggio as the chosen facility.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the 2027 Fire Department Testimonial Dinner be awarded to Il Villaggio, 651 Route 17, Carlstadt, NJ 07072.

Mayor Zimmermann entertained a motion to approve the Consent Agneda. On motion by Fonseca, seconded by DeBiase, unanimous on call of roll.

CORRESPONDENCE

Mayor Zimmermann stated that Becton High School is requesting a scholarship donation for the Senior Awards Assembly to be held on June 4, 2026.

Mayor Zimmermann entertained a motion to approve the customary donation.

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

Mayor Zimmermann reported that Victoria Amya, owner of a vehicle struck by a DPW vehicle at 729 Hill Street during the snowstorm, submitted a damage estimate.

CAUCUS/FINANCE MEETING

March 4, 2026

Page 8

Mayor Zimmermann entertained a motion to pay 21st Century Auto Body \$2,004.56 for the repairs. On motion by Roseman, seconded by DeBiase, unanimous on call of roll.

**CONSIDERATION OF ORDINANCE
FINAL READING**

ORDINANCE NO. 26-4

**BOROUGH OF CARLSTADT
CALENDAR YEAR 2026**

**TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK (N.J.S.A. 40A 4-45.14)**

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. Mayor Zimmermann asked if any citizens wished to speak on this ordinance. Mayor Zimmermann noted for the record that no citizens wished to speak. Mayor Zimmermann entertained a motion to close the floor to a hearing of citizens. On motion by DeBiase, seconded by Emerson, unanimous on call of roll.

RESOLUTION NO. 2026-68-A

**BOROUGH OF CARLSTADT
CALENDAR YEAR 2026**

**TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK (N.J.S.A. 40: 4-45.14)**

heretofore introduced, does now pass 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 26-4 on final reading. On motion by Emerson, seconded by Lenoy, unanimous on call of roll.

MISCELLANEOUS/NEW BUSINESS

Joseph Crifas, Borough Administrator requested authorization to allow Neglia Engineering to solicit bids for the Borough's landscaping and snow event assistance services.

Mayor Zimmermann entertained a motion to grant permission to Neglia Engineering to solicit bids. On motion by Lenoy, seconded by Roseman, 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 et. Seq. for the purpose of discussing one or more of the following subjects: personnel.

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 7:33 P.M. On motion by Emerson, seconded Fonseca, unanimous on call of roll.

Mayor Zimmermann entertained a motion to open the meeting at 8:53 P.M. On motion by Roseman, seconded by Lenoy, unanimous on call of roll.

Mayor Zimmermann entertained a motion to adjourn the meeting at 8:59 P.M. On motion by Emerson, seconded by DeBiase, unanimous on call of roll.

APPROVED: _____
ROBERT J. ZIMMERMANN, MAYOR

ATTEST: _____
KIMBERLY KOZIEL, ACTING BOROUGH CLERK