

BOROUGH OF RIDGEFIELD

A G E N D A

Executive Session and Regular Meeting of the Mayor and Council

Date: April 5, 2017

Open Public Meetings Statement by Mayor Suarez

Public Session to Adjourn to C.T.O.: 6:01 P.M.
Executive Session: Adjourn: 6:02 P.M.

Mayor Suarez – Adjournment into closed Executive Session in accordance with the “Open Public Meetings Act”

Executive Session: 6:00 P.M. C.T.O.: 6:02 P.M.
Adjourn: 6:55 P.M.

Public Session: 7:00 P.M. C.T.O.: 7:00 P.M.
Adjourn: 7:22 P.M.

Pledge of Allegiance

Invocation

Citizens Comment on Agenda: NONE

Correspondence:

Approval of Minutes of January 6, 2017 Sine Die, January 6, 2017 Reorganization, and January 18, 2017 Work Session Meetings - APPROVED

ROLL CALL-PUBLIC SESSION

Table with 5 columns: Name, Adj. to Ex. Pres., Adj. to Ex. Abs., Public Pres., Public Abs. Rows include Mayor Suarez, Castelli, Acosta, Penabad, Shim, Jimenez, and Kontolios.

ROLL CALL-EXEC. SESSION

Table with 3 columns: Name, PRESENT, ABSENT. Rows include Mayor Suarez, Castelli, Acosta, Penabad, Shim, Jimenez, and Kontolios.

Introduction of Ordinance No. 2320 entitled, “AN ORDINANCE AMENDING CHAPTER 27A OF THE CODE OF THE BOROUGH OF RIDGEFIELD ENTITLED “EMERGENCY SERVICES”

First Reading of Ordinance

Roll Call

CONSENT AGENDA:

98-2017	Mayor Suarez	Appoint Redevelopment Counsel
99-2017	Councilman Jimenez	Tax Court Judgment-Block 4014, Lot 10
100-2017	Councilman Acosta	2016 Recycling Tonnage Grant
101-2017	Councilman Acosta	2016 Recycling Tonnage Grant Tax Reimbursement
102-2017	Councilman Kontolios	Thirteenth Annual Clean Up Day
103-2017	Mayor Suarez	Proclamation-Arbor Day
104-2017	Councilman Jimenez	Professional Service Agreement-Waste Water Monitoring Engineer
105-2017	Mayor Suarez	Support Hackensack Riverkeeper in Urging NJ DEP to Concur with USEPA's Findings
106-2017	Councilman Acosta	Authorize to Advertise-Bids for FY2015 CDBG Roadway Improvements – Oak Street
107-2017	Councilman Acosta	Authorize Maser Consulting Proposal-Oak Street Roadway Improvements
108-2017	Councilman Acosta	Authorize Maser Consulting Proposal-Elm Avenue and Abbott Avenue Roadway Improvements
109-2017	Mayor Suarez	Proclamation-Autism Awareness Month
110-2017	Councilman Acosta	Award Bid-Elm Avenue
111-2017	Councilman Jimenez	Ambulance Licensing

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

RESOLUTIONS:

112-2017	Councilman Jimenez	Temporary Emergency Appropriations
113-2017	Councilman Jimenez	Warrants
114-2017	Councilman Acosta	Hire DPW/Sanitation Seasonal Employee-Cumella

COMMENTS BY MAYOR:

Coin Toss Request:

Ridgefield Public Library
 Saturday, June 3, 2017; rain date Saturday, June 24, 2017

APPROVED

RMHS Softball
Saturday, March 24, 2018; rain date Sunday, March 25, 2018
Saturday, May 5, 2018; rain date Sunday, May 6, 2018

APPROVED

N.J. State Firemen's Association Membership Application:

Ali Jaloudi
627 Studio Road
Company 2

APPROVED

Douglas Salvaty
402 Cliff Street, Fairview
Company 1

APPROVED

Application for Raffles License:

RMHS PTA
Wednesday, April 26, 2017-Sunday, April 30, 2017
Carnival
Veteran's Field- Shaler Boulevard

APPROVED

Special Olympics New Jersey
Saturday, May 20, 2017
50/50
725 Slocum Avenue

APPROVED

Special Olympics New Jersey
Saturday, May 20, 2017
Merchandise Raffle
725 Slocum Avenue

APPROVED

Application for Social Affair Permit:

Senior Citizens of Ridgefield Inc.
May 10, 2017 5:30-10:00 pm
725 Slocum Avenue

APPROVED

COMMENTS BY COUNCILMEN:

COMMENTS BY CITIZENS: (All speakers are limited to five minutes maximum per meeting)

Agenda subject to change as a result of matters not known at time of printing with the consent of the Mayor and Council.

Respectfully submitted,

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Mayor Suarez

BE IT RESOLVED, that the regular public meeting be adjourned, and that the Mayor and Council of the Borough of Ridgefield shall meet in a closed Executive Session following a five minute recess at the termination of this meeting. The purpose of the Executive Session shall be to discuss the following matters:

- _____ Personnel matters in various departments of the Borough.
- _____ Pending and Potential Litigation
- _____ Tax Court Litigation.
- _____ Potential real estate transactions in which the Borough may engage.

COUNCIL VOTE				
	YES	NO	ABSTAIN	ABSENT
Castelli				
Acosta				
Penabad				
Shim				
Jimenez				
Kontolios				
Mayor Suarez				

BE IT FURTHER RESOLVED, that as soon as practicable discussion concerning

- _____ Personnel matters
- _____ Potential real estate transactions shall be disclosed to the public.
- _____ And that discussions with the Borough Attorney concerning litigation shall be disclosed when said litigation is terminated.

Adjournment to Closed Session. The Mayor and Council reserve the right to reconvene into Public Session, if necessary, to take action on Closed Session items.

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Jimenez

ORDINANCE NO. 2320

BE IT ORDAINED by the Borough Council of the Mayor and Council of the Borough of Ridgefield that an Ordinance entitled,

“AN ORDINANCE AMENDING CHAPTER 27A OF THE CODE OF THE BOROUGH OF RIDGEFIELD ENTITLED “EMERGENCY SERVICES”

introduced on the 5th day of April, 2017, do now pass a first reading and that said Ordinance be further considered for final passage at a regular meeting to be held on the 19th day of April, 2017 at 7:30 PM or as soon thereafter as the matter may be reached at the regular meeting of the Borough Council in the Community Center, 725 Slocum Avenue, in the Borough of Ridgefield, and that at such time and place, all persons interested be given an opportunity to be heard concerning the same, that the Borough Clerk be and she is hereby authorized and directed to publish in The Record, a newspaper circulating in the Borough of Ridgefield 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.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Jimenez

ORDINANCE NO. 2320

“AN ORDINANCE AMENDING CHAPTER 27A OF THE CODE OF THE BOROUGH OF
RIDGEFIELD ENTITLED “EMERGENCY SERVICES”

BE IT ORDAINED by the Mayor and Council of the Borough of Ridgefield as follows:

Section I:

Chapter 27A of the Code of the Borough of Ridgefield entitled “Emergency Services” be and hereby is amended as follows:

1. Section 27A-3C is deleted in its entirety and replaced with the following:

C. All patients, whether or not a legal domiciliary of the Borough of Ridgefield, and/or their financially responsible parties, insurers or carriers, will be billed for emergency medical and ambulance transport services provided by the Borough of Ridgefield according to a fee schedule established by the Mayor and Council of the Borough of Ridgefield. The Borough will bill for emergency medical and ambulance transport services rendered by its paid CSO officers and by members of the Borough’s Volunteer Ambulance Corps.

2. Section 27A-4F is deleted in its entirety and replaced with the following:

F. The Mayor and Council shall review the fees for services listed in Subsection D above annually and adjust said fees based on the recommendations of the Chief of Police, or his/her designee, the Captain of the Ridgefield Volunteer Ambulance Corps and Chief Financial Officer and in accordance with the federally approved Medicare fee schedule.

3. Section 27A-4H is deleted in its entirety and replaced with the following:

H. The Chief of Police, or his/her designee, and the Captain of the Ridgefield Volunteer Ambulance Corps may promulgate rules and regulations pursuant to and not inconsistent with this section, state law and federal law, such as rules and regulations, which rules and regulations shall become effective upon approval by resolution of the governing body of the Borough of Ridgefield.

Section II: Repealer.

All ordinances or parts of ordinances inconsistent or in conflict with this Ordinance are hereby repealed as to said inconsistencies and conflicts.

Section III. Severability.

If any section, part of any section, or clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the remaining provisions of this Ordinance, and each section and subsection thereof, irrespective of the fact that any one or more of the subsections, sentences, clauses or phrases may be declared unconstitutional or invalid.

Section IV. This Ordinance shall take effect immediately upon passage and publication according to law.

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Mayor Suarez

RESOLUTION NO. 98-2017

BE IT RESOLVED, that the Mayor and Council appoints:

ARCHER GREINER

as Redevelopment Counsel for calendar year 2017.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Jimenez

RESOLUTION NO. 99-2017

WHEREAS, the Tax Court of New Jersey has approved the settlement stipulation for an adjusted assessment on Block 4014 Lot 10, also known as 65 Railroad Avenue for the years 2015 and 2016.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that Ridgefield Holding Corp be issued a refund in the amount of \$8,834.86 for the year 2015 and \$15,838.33 for the year 2016.

BE IT FURTHER RESOLVED that the Chief Financial Officer be and she is hereby authorized to issue a check in the total amount of \$24,673.19 made payable to Ridgefield Holding Corp, 1875 McCarter Highway, Newark, New Jersey 07104.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Acosta

RESOLUTION NO. 100-2017

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for such tonnage grants for the calendar year 2016 will memorialize the commitment of this municipality to recycling and to indicate the assent of the Mayor and Council to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that the Borough of Ridgefield hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Mildred Rojas to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Approved:

Anthony R. Suarez, Mayor

Attest:

Linda M. Silvestri, Borough Clerk

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Acosta

RESOLUTION NO. 101-2017

WHEREAS, the Recycling Enhancement Act, P.L. 2007, Chapter 311, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, there is levied upon the owner or operator of every solid waste facility (with certain exceptions) a recycling tax of \$3.00 per ton on all solid waste accepted for disposal or transfer at the solid waste facility; and

WHEREAS, whenever a municipality operates a municipal service system for solid waste collection or provides for regular solid waste collection service under a contract awarded pursuant to the "Local Public Contracts Law", the amount of grant monies received by the municipality shall not be less than the annual amount of recycling tax paid by the municipality except that all grant monies received by the municipality shall be expended only for its recycling program;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that the Borough of Ridgefield hereby certifies a submission of expenditure for taxes paid pursuant to P.L.2007, Chapter 311, in 2016 in the amount of \$12,374.70. Documentation supporting this submission is available at 604 Broad Avenue and shall be maintained for no less than five years from this date.

Approved:

Anthony R. Suarez, Mayor

Attest:

Linda M. Silvestri,
Borough Clerk

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Kontolios

RESOLUTION NO. 102-2017

WHEREAS, in year 2016 the Borough of Ridgefield successfully sponsored it's Twelfth Annual Cleanup Day; and

WHEREAS, the Environmental Commission and Clean Communities Program of the Borough of Ridgefield has recommended that the tradition of an annual cleanup day be continued in year 2017; and

WHEREAS, the Mayor and Council wishes to recognize the initiative and hard work of the Environmental Commission and Clean Communities Program; and

WHEREAS, it is in the best interests of the community that a Thirteenth Annual Cleanup Day be scheduled in the year 2017;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield as follows:

1. Saturday, April 22, 2017 be, and hereby is, declared to be the Thirteenth Annual Cleanup Day in the Borough of Ridgefield. In case of rain, the cleanup day will be held on Sunday, April 23, 2017.
2. The Environmental Commission will take the lead in implementing the cleanup day. It is envisioned that teams of volunteers will be scheduled to collect trash and recyclables from various public areas, that residents be encouraged to remove litter from their properties and curb areas in front of their homes, and that local businesses are encouraged to clean up their properties, including parking lots and other surrounding areas.
3. The Borough hereby encourages all of its residents to work together in connection with the goal of the cleanup day in order to become better stewards of the earth, and to take pride in the community by making Ridgefield clean and green.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Mayor Suarez

Proclamation

RESOLUTION NO. 103-2017

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Anthony R. Suarez, Mayor of the Borough of Ridgefield, hereby proclaimed

April 22, 2017

as

Arbor Day

in the Borough of Ridgefield, and urged all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

FURTHER, I urged all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Jimenez

RESOLUTION NO. 104-2017

WHEREAS, there is a need in the Borough of Ridgefield for a Waste Water Monitoring Engineer; and

WHEREAS, the Borough of Ridgefield previously published a Request for Qualifications for the position of Waste Water Monitoring Engineer; and

WHEREAS, a duly constituted evaluation committee recommended that Jenne Associates, LLC be awarded the professional services contract to serve as the Waste Water Monitoring Engineer for calendar year 2017; and

WHEREAS, Jenne Associates, LLC was previously appointed Waste Water Monitoring Engineer to the Borough of Ridgefield for calendar year 2017; and

WHEREAS, the Borough now wishes to enter into a professional services agreement with Jenne Associates, LLC as required by law;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield as follows:

1. The Mayor and the Borough Clerk be and hereby are authorized and directed to execute the attached Professional Services Agreement with Jenne Associates, LLC as required by law.
2. This contract is awarded for the following reasons: There is a need for a Waste Water Monitoring Engineer within the Borough of Ridgefield; the service to be rendered constitutes a professional service as defined by New Jersey law; the Borough did publish a request for qualifications to which the contract recipient responded; and the contract recipient was recommended by the Evaluation Committee of the Mayor and Council to be awarded the professional services agreement as Borough Auditor.
3. Compensation for this position shall be as set forth in Paragraph 3 of the Professional Services Agreement attached hereto.
4. The within contract has been awarded pursuant to a "fair and open process" pursuant to the provisions of *N.J.S.A. 19:44A-20.4, et. seq.*
5. A notice of this action shall be printed in *The Record*.

6. The funding for the payment herein authorized shall be paid from Account No. 01-2010-20-1652-004 in an amount not to exceed \$30,000.00, as evidenced by the Chief Finance Officer's Certificate of Sufficient Funding attached hereto; and that a duly executed copy of this resolution will be filed in the Office of the Borough Clerk.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

 Anthony R. Suarez, Mayor

 Linda M. Silvestri
 Borough Clerk

CONTRACT FOR PROFESSIONAL SERVICES WITH
WASTE WATER MONITORING ENGINEER

THIS IS A CONTRACT for professional services made by and between the Borough of Ridgefield, County of Bergen, State of New Jersey, hereinafter called the "BOROUGH", and Jenne Associates, LLC, 1362 Crim Road, Bridgewater, New Jersey, hereinafter called the "WASTE WATER MONITORING ENGINEER".

WHEREAS, the Mayor and Council of the Borough of Ridgefield previously appointed Jenne Associates, LLC as Waste Water Monitoring Engineers for calendar year 2017; and

WHEREAS, pursuant to law, the Mayor and Council have authorized the Mayor and Borough Clerk to enter into an agreement with the WASTE WATER MONITORING ENGINEER for professional services as Waste Water Monitoring Engineers without competitive bid; and

WHEREAS, it is desirable and appropriate that the parties enter into a formal contract to memorialize the rights, duties and obligations of the parties;

NOW, THEREFORE, IT IS AGREED by and between the parties, in consideration for the mutual promises and covenants contained herein, as follows:

1. **ENGAGEMENT:** The BOROUGH hereby engages the WASTE WATER MONITORING ENGINEER to serve as WASTE WATER MONITORINGENGINEER for calendar year 2017, or until her/his successor qualifies. The WASTE WATER MONITORING ENGINEER hereby accepts such engagement and agrees to provide the services required under this agreement. The BOROUGH understands and consents that the WASTE WATER MONITORING ENGINEER will subcontract with Harry Tuvel, a licensed professional engineer of Tuvel Civil Engineering for performance of some of the work required under the Contract for Professional Services.
2. **SCOPE OF SERVICES:** The WASTE WATER MONITORING ENGINEER shall perform all appropriate engineering services for the BOROUGH in two categories: (A) as those services relate to the monitoring of Tier Two sewer users under Chapter 333, Article IV of the Code of the Borough of Ridgefield entitled "Tier II User Charge Program", and related ordinances. The services to be performed include sampling of waste water flow from designated sampling sites at two monitoring locations within the Borough. The work effort for each location consists of the setup of the sampling, which is a composite sample taken over a 24 hour period, and a return to the site the following day to retrieve the sample and delivery of the samples for laboratory analysis. In addition, services will also include the taking of flow meter data at the two locations. The results of the laboratory analyses and the flow meter data are to be used to prepare billing to the Tier Two users based on sewer rates from the Bergen County Utilities Authority (BCUA). The bills will be in substantially the same form as attached hereto and will require the data and computations set forth therein. The amount paid to the engineer will include the fee

to the engineer, laboratory fees, etc. so the Borough will make a single payment to the engineer in charge without any additions thereto. The services to be rendered shall be coordinated with the Borough's Sewer Collection System Operator.

(B) as those services relate to rendering quarterly bills to the Borough of Palisades Park in connection with a certain shared sanitary sewer facility including receiving and analyzing data from the monitoring company, and then using that data to prepare bills to the Borough of Palisades Park based on sewer rates from the Bergen County Utilities Authority (BCUA). The bills will be in substantially the same form as attached hereto and will require the data and computations set forth therein. The services to be rendered shall be coordinated with the Borough's Sewer Collection System Operator.

3. **PAYMENT FOR SERVICES:** The WASTE WATER MONITORING ENGINEER will be compensated for the above categories of work as follows:
 - (A) a monthly flat fee of \$2,800 which fee includes the fee to the engineers, laboratory fees, etc. so the Borough will make a single payment to the engineer in charge without any additions thereto; and
 - (B) a monthly flat fee of \$200.
4. **ENGAGING OTHERS:** Nothing in this agreement shall prohibit the BOROUGH from engaging other engineers for specific matters if in the opinion of the Mayor and Council such is necessary.
5. **FAIR AND OPEN PROCESS:** This contract is awarded pursuant to a fair and open process pursuant to the provisions of N.J.S.A. 19:44A-20.5, et. seq.
6. **INCORPORATION OF CERTAIN PROVISIONS:**
 - A. The parties to this agreement agree to incorporate into same the mandatory language of subsection 3.4(a) of the Regulations promulgated by the Department of the Treasury, pursuant to P.L. 1975, c.127, as amended and supplemented from time to time, and the WASTE WATER MONITORING ENGINEER agrees to fully comply with the terms, provisions and obligations of said regulation, provided that said subsection shall be applied subject to the terms of subsection 3.4(d) of said regulations.
 - B. The parties to this agreement agree to incorporate into same the mandatory language of section 5.3 of the Regulations promulgated by the Department of the Treasury pursuant to P.L. 1975, c.127 as amended and supplemented from time to time and the WASTE WATER MONITORING ENGINEER agrees to comply fully with the terms, provisions and obligations of said regulation.

7. **RIGHT TO RESCIND:** The award of this contract is subject to the BOROUGH'S right to rescind same within thirty (30) days of its issuance should the Mayor and Council determine that the WASTE WATER MONITORING ENGINEER'S services are not performed satisfactorily in accordance with this contract.
8. **COUNTERPARTS:** The parties agree that this contract may be signed in separate counterparts, the effect of which will be the same as if one original were signed by both parties.

IN WITNESS WHEREOF, the parties have set their hands and seals on the day and year affixed next to their respective signatures.

DATE:

BOROUGH OF RIDGEFIELD

Anthony R. Suarez, Mayor

ATTEST:

Linda M. Silvestri, Borough Clerk

JENNE ASSOCIATES, LLC

WITNESS:

DATE:

By: _____
Carl Jenne

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Mayor Suarez

RESOLUTION NO. 105-2017

WHEREAS, a comprehensive study of the Hackensack River by the United States Environmental Protection Agency ("USEPA") has now concluded, the decision to list the Hackensack River on the National Priorities List, commonly referred to as Superfund, is close at hand; and

WHEREAS, for well over a century the Hackensack River was subjected to extreme pollution from multiple industrial sources and only since the 1970's has any sort of recovery commenced; and

WHEREAS, despite those improvements over time, time alone cannot bring the Hackensack River back to a truly fishable and swimmable state as promised by the Clean Water Act; and

WHEREAS, only direct action through a Superfund listing can ensure a clean Hackensack River; and

WHEREAS, while the ecology of the Hackensack River continues to improve, a Superfund designation will mean access to federal monies for a complete cleanup that will include heavy metals still present in the river's sediments.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ridgefield, County of Bergen, as supporters of the Hackensack Riverkeeper's efforts of cleaning up the Hackensack River, we strongly urge the New Jersey Department of Environmental Protection ("NJ DEP") to concur with the USEPA's findings.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to the NJDEP's Commissioner and to Hackensack Riverkeeper.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Acosta

RESOLUTION NO. 106-2017

BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that the Borough Clerk be and she is hereby authorized and directed to advertised for

“BIDS FOR FY2015 CDBG ROADWAY IMPROVEMENTS – OAK STREET”

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Acosta

RESOLUTION NO. 107-2017

WHEREAS, there is a need for Civil Engineering Services for design and construction inspection of the project known as Oak Street Roadway Improvements within the Borough of Ridgefield; and

WHEREAS, Maser Consulting P.A., 400 Valley Road, Suite 304, Mount Arlington, NJ 07856 was awarded the contract as Borough Engineer on Resolution 86-2017 through Borough Engineer, Engineering, has submitted a Proposal dated February 14, 2017 for Civil Engineering Services at a lump sum cost not to exceed \$20,250.00; and

WHEREAS, this proposal will allow the Borough to utilize a \$83,894.00 FY 2015 Bergen County Community Development Block Grant (CDBG); and

WHEREAS, it is in the best interests of the Borough of Ridgefield to proceed with the aforementioned project:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield as follows:

1. The Mayor and the Borough Clerk be and hereby are authorized and directed to execute the attached Professional Services Agreement with Maser Consulting P.A. as required by law.
2. The within contract has been awarded pursuant to a "fair and open process" pursuant to the provisions of *N.J.S.A. 19:44A-20.4*, et. seq.
3. A notice of this action shall be printed in *The Record*.
4. FURTHER RESOLVED, that funding for the payment herein authorized shall be paid from the Capital Fund Account Number 04-2150-55-2318 in an amount not to exceed \$20,250.00, as evidenced by the Chief Finance Officer's Certificate of Sufficient Funding attached hereto; and that a duly executed copy of this resolution will be filed in the Office of the Borough Clerk.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri
Borough Clerk



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

400 Valley Road, Suite 304
Mount Arlington, NJ 07856
T: 973.398.3110
F: 973.398.3199
www.maserconsulting.com

February 14, 2017 (REVISED)
February 3, 2017

Ray Ramirez
Borough Administrator
Borough of Ridgefield
604 Broad Avenue
Ridgefield, NJ 07657

Re: Fiscal Year 2015 CDBG Roadway Improvements
Professional Engineering Design and Construction Administration Services
Borough of Ridgefield, Bergen County, NJ
MC Project No. RFB-007P

Dear Mr. Ramirez:

Maser Consulting P.A. (Maser Consulting) is pleased to present the following agreement for design and construction administration services regarding the Fiscal Year 2015 CDBG Roadway Improvements within the Borough for Oak Street from Edgewater Avenue to Ray Avenue. Funding shall be provided through a grant received by the Community Development Block Grant (CDBG) Program, current bond ordinance(s) and the anticipated capital bond ordinance for capital improvements.

PHASE I. DESIGN SERVICES:

The proposed improvements shall be for the upgrading of roadways that are in dire need of repair and are included on the FY15 CDBG application. The work shall include, but is not limited to, drainage upgrades, sanitary sewer upgrades (where required after television inspections), curb removal and replacement, sidewalk removal and replacement in areas of tree uprooting (if necessary) and roadway improvements (milling, roadway reconstruction, paving and striping). Depending on the existing conditions, some of the items listed above may not be necessary to be performed. This shall be strictly a road by road review. **Please note, the construction project must be awarded by the Borough no later than May 2017 or the Borough risks cancellation of funds by Bergen County Community Development.**

As this project develops, and an engineer's estimate is closer to completion during the design phase, the Borough of Ridgefield will be updated with the status of design and if alternate bids are required. An estimate cannot be provided at this time because the limits will most likely be revised during the design phase. Utilizing the current limits, it appears that additional funding will be necessary to construction within the project limits of the grant. The Borough received **\$83,894.00** from CDBG, but an initial review of the project demonstrates that the construction cost is closer to

Customer Loyalty through Client Satisfaction



double the amount of the grant received. Therefore, it appears that the total initial construction cost is approximately **\$170,000.00**. Our scope of services is based upon the total estimated construction cost.

Maser Consulting shall prepare the base mapping, title sheet, general notes and legend, estimate of quantities, construction plans, soil erosion and sediment control plans and the construction details. Maser Consulting shall also prepare the supplemental and technical specifications for all site improvement items that are specified on our construction drawings for incorporation into the overall bid specifications. The specifications will be prepared in the latest NJDOT format, as amended.

An initial site investigation of the roadways will be performed prior to the preparation of the design documents. The existing site conditions, including the conditions of the curbing, sidewalk, driveway locations, roadways and drainage structures will be located and applied to the plans. The development of a formal survey is excluded. Upon completion of the site investigation and required field work, plans shall be prepared for submittal use as the topographic base mapping.

Should during the construction project, additional funding appears to be present in the allocated construction bond ordinance, additional roadways may be improved at that time above and beyond those listed herein. Should this be the case, Maser Consulting shall inform the Borough of this information prior to permitting the contractor to perform said improvements. No additional work shall be performed by the contractor without receiving the appropriate approvals from the Borough.

Maser Consulting has discussed the project with the Borough Business Administrator and Finance Department regarding allocating the appropriate funding for the scope of services. It is our understanding that the design services and construction administration services shall be funded by existing and/or proposed capital bond ordinance(s) for the engineering soft costs involved.

The capital construction improvements shall be funded by either current bonds or a future bond ordinance that has yet to be determined depending upon the development of the engineer's estimate associated with the project, coordination with the Borough Administrator and Borough Finance Department is required throughout this process. The Borough of Ridgefield shall utilize the grant received from the CDBG in order to off-set the municipal expenditures and assist in the funding of the improvements to various streets within the Borough.

On behalf of the Borough, Maser Consulting shall submit the plans and specifications to the CDBG offices for review and approval. Upon acceptance of the project by CDBG and the Borough, Maser Consulting will coordinate bidding services through our Mt. Arlington office.

The project limits shall be adjusted by utilizing alternate bids based upon the budget approved by the Borough Council. Maser Consulting will prepare the Construction Cost Estimate (CCE)



based on the quantity required for each alternate bid and finalize the design in order for the project to remain within the construction budget.

**PHASE II. CONSTRUCTION OBSERVATION AND
GRANT ADMINISTRATION SERVICES:**

Maser Consulting will coordinate with the Borough regarding the Bidding Period Services; specifically the following shall be conducted:

- Schedule the advertisement for bid
- Development of addendum(s) to clarify or review the bid documents, as required.
- Attend bid opening and reading of bids in order to tabulate them.
- Review the proposals from the responsive bidders and make recommendations to the Borough regarding the selection and evaluation of the bids.

Upon award of the construction contract to the lowest responsive and responsible bidder, Maser Consulting shall coordinate a Pre-Construction meeting with the contractor and the Borough. During construction, Maser Consulting shall monitor the contractor's performance and enforce the adherence to the contract documents and project schedule.

Maser Consulting shall provide the Borough with part-time on-site construction administration services during the concrete and milling operations which will consist of approximately ten (10) hours of on-site inspection per week, which is estimated to last three (3) weeks. Full-time on-site construction administration services shall be provided during the paving operations in order to properly oversee the contractor and ensure that construction methods, material thickness and material are utilized during this time period, which is estimated to last approximately one (1) week.

Currently, the totality of the construction project is estimated to last four (4) weeks for construction. In addition, Maser Consulting anticipates that there will be approximately one (1) week for the contractor to complete the punch list items. Maser Consulting will utilize the same construction administrator on the site for the entirety of the project mentioned above in order to provide consistency for the project.

Prior to completion, a final punch list shall be created by the construction administrator and completion deadlines shall be scheduled for all open items. Upon completion of the punch list items, a final site visit shall be scheduled with the contractor and the Borough to close out the project. Maser Consulting will prepare the paperwork for final payment for the contractor and submittal to CDBG for funding reimbursement.

Maser Consulting will coordinate with CDBG regarding reimbursement services as part of the construction administration phase. The CDBG has funded \$83,894.00 for the roadway improvements described above. We will coordinate with your staff and the CDBG to perform the effort necessary for reimbursement and closeout with the funding agency. **Please note, the**



construction project must be awarded by the Borough no later than May 2017 or funds will be cancelled by CDBG.

PROJECTED SCHEDULE:

The following is the estimated schedules for each project:

<u>Task</u>	<u>Approximate Start Date</u>	<u>Approximate End Date</u>
Design Services	Beginning of March 2017	Middle of March 2017
CDBG Review Period	Middle of March 2017	Ending of March 2017
Bidding Services	Ending of March 2017	Beginning of April 2017
Contract Award	April 5, 2017	
Pre-Construction Meeting	Middle of April 2017	
Construction Administration Services	Beginning of May 2017	Ending of June 2017
Project Closeout with CDBG	Middle of July 2017	

Please note that the above schedule is approximate and is based upon CDBG grant award approval timelines. Multiple design teams shall be utilized throughout the project schedule to meet the aggressive project schedule stated herein. The goal is to construct the entirety of the project during the 2017 construction season. Please note that this project is weather dependent. Should inclement weather occur, the construction schedule may be altered.

FEE AGREEMENT:

For your convenience we have broken down the total estimated cost of the project into the categories identified within the Scope of Services.

PHASE I	DESIGN SERVICES	\$10,750.00
PHASE II	CONSTRUCTION ADMINISTRATION SERVICES	\$9,500.00
	TOTAL LUMP SUM FEE	\$20,250.00

The above services will be provided on a lump sum basis not to exceed the listed amount. This Contract and Fee Schedule is based upon the existing Borough Engineering Contract authorized by Borough of Ridgefield.

Maser Consulting has discussed the project with the Business Administrator allocating the appropriate funding for the scope of services. It is our understanding that the design and



construction administration services may be able to be funded by existing/proposed bond ordinance(s) for said engineering services.

PROJECT DELIVERABLES:

During the reimbursement preparation process, Maser Consulting will provide the Borough of Ridgefield with documentation for their review and execution on an as-needed basis or as requested. Certification by the Chief Financial Officer shall be required for all closeout documents in order to recoup reimbursable funds. Bid Packages will be distributed and coordinated through our Mt. Arlington office.

REIMBURSABLE EXPENSES

Reimbursable expenses including delivery, printing, copying, postage and other reproducible costs for the above mentioned deliverables are included within this agreement and are included in the project cost.

PLAN REVISIONS AND EXTRA SERVICES:

Any revision requested by the Borough of Ridgefield or review agencies that is a major redesign or not an error or omission on the part of Maser Consulting will be billed on an hourly basis in accordance with our current contract.

EXCLUSIONS:

If any item listed herein, or otherwise not specifically mentioned within this agreement or the Borough Engineering Agreement is deemed necessary, then Maser Consulting may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra services. Unanticipated additional services shall be in accordance with the Schedule of Hourly Rates for the number of hours of effort involved. No extra services will be performed without authorization from the Borough.

Please forward a copy of the Resolution of Approval for this agreement. This will constitute approval of the proposed engineering services and shall initiate the Engineering Design Services as discussed within this correspondence.



Borough of Ridgefield
MC Project No. RFB-007P
February 14, 2017
Page 6 of 6

We thank you very much for the opportunity to offer our services and look forward to working with you on this and future projects. In the meantime, should you have any questions regarding this agreement, please feel free to contact me.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink that reads 'Carl P. O'Brien'.

Carl P. O'Brien, P.E., P.P., C.M.E., C.P.W.M.
Principal - Borough Engineer

CPO/mt

cc: Andrew R. Hipolit, P.E. (Maser Consulting)
Leonardo E. Ponzio, P.L.S. (Maser Consulting)
Sunny E. Mullen, P.E. Assistant Borough Engineer (Maser Consulting)
Diane Shery, CFO (Borough of Ridgefield)
Linda Silvestri, Borough Clerk (Borough of Ridgefield)
Anthony Suarez, Mayor (Borough of Ridgefield)
Russell Castelli, Council President (Borough of Ridgefield)

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BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Acosta

RESOLUTION NO. 108-2017

WHEREAS, there is a need for Civil Engineering Services for design and construction inspection of the project known as Elm Avenue and Abbott Avenue Roadway Improvements within the Borough of Ridgefield; and

WHEREAS, Maser Consulting P.A., 400 Valley Road, Suite 304, Mount Arlington, NJ 07856 was awarded the contract as Borough Engineer on Resolution 86-2017 through Borough Engineer, Engineering, has submitted a Proposal dated February 14, 2017 for Civil Engineering Services at a lump sum cost not to exceed \$28,750.00; and

WHEREAS, this proposal will allow the Borough to utilize a \$299,000.00 FY 2013 and FY 2015 NJ Department of Transportation Local Aid Grant; and

WHEREAS, it is in the best interests of the Borough of Ridgefield to proceed with the aforementioned project:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield as follows:

1. The Mayor and the Borough Clerk be and hereby are authorized and directed to execute the attached Professional Services Agreement with Maser Consulting P.A. as required by law.
2. The within contract has been awarded pursuant to a "fair and open process" pursuant to the provisions of *N.J.S.A. 19:44A-20.4*, et. seq.
3. A notice of this action shall be printed in *The Record*.
4. FURTHER RESOLVED, that funding for the payment herein authorized shall be paid from the Capital Fund Account Number 04-2150-55-2318 in an amount not to exceed \$28,750.00, as evidenced by the Chief Finance Officer's Certificate of Sufficient Funding attached hereto; and that a duly executed copy of this resolution will be filed in the Office of the Borough Clerk.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri
Borough Clerk



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

400 Valley Road, Suite 304
Mount Arlington, NJ 07856
T: 973.398.3110
F: 973.398.3199
www.maserconsulting.com

February 14, 2017 (REVISED)
February 3, 2017

Ray Ramirez
Borough Administrator
Borough of Ridgefield
604 Broad Avenue
Ridgefield, NJ 07657

Re: Fiscal Year 2013 & 2015 NJDOT Roadway Improvements
Professional Engineering Design and Construction Administration Services
Borough of Ridgefield, Bergen County, NJ
MC Project No. RFB-003P

Dear Mr. Ramirez:

Maser Consulting P.A. (Maser Consulting) is pleased to present the following agreement for design and construction administration services regarding the Fiscal Year 2013 & 2015 NJDOT Roadway Improvements within the Borough. Funding shall be provided through a grant received by the New Jersey Department of Transportation Local Aid, current bond ordinance(s) and the anticipated capital bond ordinance for capital improvements.

PHASE I. DESIGN SERVICES:

The proposed improvements shall be for the upgrading of roadways that are in dire need of repair and are included on the FY13 and FY15 NJDOT Grant applications. The work shall include, but is not limited to, drainage upgrades, sanitary sewer upgrades (where required after television inspections; please note that any sanitary sewer upgrades are not reimbursable by NJDOT), curb removal and replacement, sidewalk removal and replacement in areas of tree uprooting (if necessary) and roadway improvements (milling, roadway reconstruction, paving and striping). Depending on the existing conditions, some of the items listed above may not be necessary to be performed. This shall be strictly a road by road review. **Please note, the construction project must be awarded by the Borough no later than April 10, 2017 or funds will be cancelled by NJDOT.**

As this project develops, and an engineer's estimate is closer to completion during the design phase, the Borough of Ridgefield will be updated with the status of design and if alternate bids are required. An estimate cannot be provided at this time because the limits will most likely be revised during the design phase.

Customer Loyalty through Client Satisfaction



Maser Consulting shall prepare the base mapping, title sheet, general notes and legend, estimate of quantities, construction plans, soil erosion and sediment control plans and the construction details. Maser Consulting shall also prepare the supplemental and technical specifications for all site improvement items that are specified on our construction drawings for incorporation into the overall bid specifications. The specifications will be prepared in the latest NJDOT format, as amended.

An initial site investigation of the roadways will be performed prior to the preparation of the design documents. The existing site conditions, including the conditions of the curbing, sidewalk, driveway locations, roadways and drainage structures will be located and applied to the plans. The development of a formal survey is excluded. Upon completion of the site investigation and required field work, plans shall be prepared for submittal use as the topographic base mapping.

Should during the construction project, additional funding appears to be present in the allocated construction bond ordinance, additional roadways may be improved at that time above and beyond those listed herein. Should this be the case, Maser Consulting shall inform the Borough of this information prior to permitting the contractor to perform said improvements. No additional work shall be performed by the contractor without receiving the appropriate approvals from the Borough.

Maser Consulting has discussed the project with the Borough Business Administrator and Finance Department regarding allocating the appropriate funding for the scope of services. It is our understanding that the design services and construction administration services shall be funded by existing and/or proposed capital bond ordinance(s) for the engineering soft costs involved.

The capital construction improvements shall be funded by either current bonds or a future bond ordinance that has yet to be determined depending upon the development of the engineer's estimate associated with the project, coordination with the Borough Administrator and Borough Finance Department is required throughout this process. The Borough of Ridgefield shall utilize the grant received from the NJDOT in order to off-set the municipal expenditures and assist in the funding of the improvements to various streets within the Borough.

On behalf of the Borough, Maser Consulting shall submit the plans and specifications to the NJDOT Local Aid offices for review and approval. Upon acceptance of the project by NJDOT Local Aid and the Borough, Maser Consulting will coordinate bidding services through our Mt. Arlington office.

The project limits shall be adjusted by utilizing alternate bids based upon the budget approved by the Borough Council. Maser Consulting will prepare the Construction Cost Estimate (CCE) based on the quantity required for each alternate bid and finalize the design in order for the project to remain within the construction budget.



**PHASE II. CONSTRUCTION OBSERVATION AND
GRANT ADMINISTRATION SERVICES:**

Maser Consulting will coordinate with the Borough regarding the Bidding Period Services; specifically the following shall be conducted:

- Schedule the advertisement for bid
- Development of addendum(s) to clarify or review the bid documents, as required.
- Attend bid opening and reading of bids in order to tabulate them.
- Review the proposals from the responsive bidders and make recommendations to the Borough regarding the selection and evaluation of the bids.

Upon award of the construction contract to the lowest responsive and responsible bidder, Maser Consulting shall coordinate a Pre-Construction meeting with the contractor and the Borough. During construction, Maser Consulting shall monitor the contractor's performance and enforce the adherence to the contract documents and project schedule.

Maser Consulting shall provide the Borough with part-time on-site construction administration services during the concrete and milling operations which will consist of approximately ten (10) hours of on-site inspection per week, which is estimated to last approximately five (5) weeks. Full-time on-site construction administration services shall be provided during the paving operations in order to properly oversee the contractor and ensure that construction methods, material thickness and material are utilized during this time period, which is estimated to last approximately one (1) week.

Currently, the totality of the construction project is estimated to last six (6) weeks for construction. In addition, Maser Consulting anticipates that there will be approximately two (2) weeks for the contractor to complete the punch list items. Maser Consulting will utilize the same construction administrator on the site for the entirety of the project mentioned above in order to provide consistency for the project.

Daily observation reports will be retained by Maser Consulting regarding the project. Maser Consulting shall review and prepare contractor's payments as well as change orders (if necessary). If unacceptable work or material is supplied by the contractor, immediate corrective action shall be taken by Maser Consulting on behalf of the Borough. Maser Consulting will review the submittals for the projects including shop drawings and as-built drawings provided by the contractor.

Prior to completion, a final punch list shall be created by the construction administrator and completion deadlines shall be scheduled for all open items. Upon completion of the punch list items, a final site visit shall be scheduled with the contractor and the Borough to close out the project. Maser Consulting will prepare the paperwork for final payment for the contractor and submittal to NJDOT for funding reimbursement.



Maser Consulting will coordinate with NJDOT regarding reimbursement services as part of the construction administration phase. The NJDOT has funded a combined \$299,000.00 for a section of Elm Avenue (Willis Park to Shaler Blvd) and Abbott Avenue (Banta Place to Slocum Avenue). We will coordinate with your staff and the NJDOT to perform the effort necessary for reimbursement and closeout with the funding agency. **Please note, the construction project must be awarded by the Borough no later than April 10, 2017 or funds will be cancelled by NJDOT.**

PROJECTED SCHEDULE:

The following is the estimated schedules for each project:

<u>Task</u>	<u>Approximate Start Date</u>	<u>Approximate End Date</u>
Design Services	Beginning of March 2017	Middle of March 2017
NJDOT Review Period	Middle of March 2017	Ending of March 2017
Bidding Services	Ending of March 2017	Beginning of April 2017
Contract Award	April 5, 2017	
Pre-Construction Meeting	Middle of April 2017	
Construction Administration Services	Beginning of May 2017	Ending of June 2017
Project Closeout with NJDOT	Middle of July 2017	

Please note that the above schedule is approximate and is based upon NJDOT grant award approval timelines. Multiple design teams shall be utilized throughout the project schedule to meet the aggressive project schedule stated herein. The goal is to construct the entirety of the project during the 2017 construction season. Please note that this project is weather dependent. Should inclement weather occur, the construction schedule may be altered.

FEE AGREEMENT:

For your convenience we have broken down the total estimated cost of the project into the categories identified within the Scope of Services.

PHASE I	DESIGN SERVICES	\$14,500.00
PHASE II	CONSTRUCTION ADMINISTRATION SERVICES	\$14,250.00
	TOTAL LUMP SUM FEE	\$28,750.00



The above services will be provided on a lump sum basis not to exceed the listed amount. This Contract and Fee Schedule is based upon the existing Borough Engineering Contract authorized by Borough of Ridgefield.

Maser Consulting has discussed the project with the Business Administrator allocating the appropriate funding for the scope of services. It is our understanding that the design and construction administration services may be able to be funded by existing/proposed bond ordinance(s) for said engineering services.

PROJECT DELIVERABLES:

During the reimbursement preparation process, Maser Consulting will provide the Borough of Ridgefield with documentation for their review and execution on an as-needed basis or as requested. Certification by the Chief Financial Officer shall be required for all closeout documents in order to recoup reimbursable funds. Bid Packages will be distributed and coordinated through our Mt. Arlington office.

REIMBURSABLE EXPENSES:

Reimbursable expenses including delivery, printing, copying, postage and other reproducible costs for the above mentioned deliverables are included within this agreement and are included in the project cost.

PLAN REVISIONS AND EXTRA SERVICES:

Any revision requested by the Borough of Ridgefield or review agencies that is a major redesign or not an error or omission on the part of Maser Consulting will be billed on an hourly basis in accordance with our current contract.

EXCLUSIONS:

If any item listed herein, or otherwise not specifically mentioned within this agreement or the Borough Engineering Agreement is deemed necessary, then Maser Consulting may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra services. Unanticipated additional services shall be in accordance with the Schedule of Hourly Rates for the number of hours of effort involved. No extra services will be performed without authorization from the Borough.

Please forward a copy of the Resolution of Approval for this agreement. This will constitute approval of the proposed engineering services and we shall initiate the Engineering Design Services as discussed within this correspondence.



Borough of Ridgefield
MC Project No. RFB-003P
February 14, 2017
Page 6 of 6

We thank you very much for the opportunity to offer our services and look forward to working with you on this and future projects. In the meantime, should you have any questions regarding this agreement, please feel free to contact me.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink that reads 'Carl P. O'Brien' with a horizontal line extending from the end of the name.

Carl P. O'Brien, P.E., P.P., C.M.E., C.P.W.M.
Principal - Borough Engineer

CPO/mt

cc: Andrew R. Hipolit, P.E. (Maser Consulting)
Leonardo E. Ponzio, P.L.S (Maser Consulting)
Sunny E. Mullen, P.E., Assistant Borough Engineer (Maser Consulting)
Diane Sherry, CFO (Borough of Ridgefield)
Linda Silvestri, Borough Clerk (Borough of Ridgefield)
Anthony Suarez, Mayor (Borough of Ridgefield)
Russell Castelli, Council President (Borough of Ridgefield)

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BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Mayor Suarez

Proclamation

RESOLUTION NO. 109-2017

WHEREAS, autism spectrum disorder is the result of a group of complex neurological disorders that affects the normal functioning of the human brain and can be exhibited by anyone; and

WHEREAS, as one of the fastest-growing developmental mental disabilities in the United States, autism is an urgent public health crisis that demands support from all levels of government; and

WHEREAS, symptoms of autism may present themselves in a variety of combinations, and can result in significant lifelong impairment of an individual's ability to learn, develop healthy interactive behaviors, and understand verbal and nonverbal communication; and

WHEREAS, the Centers for Disease Control and Prevention reports that one in 68 school-aged children have been identified with autism spectrums disorder; and

WHEREAS, the Borough of Ridgefield is honored to take part in the annual observance of Autism Awareness Month in the hope that it will lead to a better understanding of the disorder and ensure that persons living with autism have access to lifelong care and services needed to pursue their full potential and happiness;

NOW, THEREFORE BE IT RESOLVED that I, Anthony R. Suarez, do hereby proclaim April 2017 as AUTISM AWARENESS MONTH in the Borough of Ridgefield, and urge all employees and residents to participate in our municipality's Autism Awareness Month activities, in order to become better educated about autism and create a better community for individuals with autism.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Acosta

RESOLUTION NO. 110-2017

WHEREAS, the Borough of Ridgefield received DOT Roadways Improvement Grants for Elm Avenue and Abbott Avenue in the amount of \$299,000; and

WHEREAS, bids were solicited and duly advertised by the Borough of Ridgefield on March 17, 2017 for the 2013 & 2015 NJDOT Roadway Improvement Program for resurfacing of Elm Avenue and Abbott Avenue; and

WHEREAS, bids were received on March 30, 2017 at 11:00 a.m. and reviewed by a bid committee consisting of Sunny E. Mullen, of Maser Consulting, Linda Silvestri, Borough Clerk, Ray Ramirez, Borough Administrator; and

WHEREAS, the results from the bid opening were as follows:

	<u>Base Bid</u>	<u>Alternate A</u>
A.J.M. Contractors, Inc. 300 Kuller Road Clifton, NJ 07011	\$260,803.10	\$125,540.25
D&L Paving Contractors, Inc. 681 Franklin Avenue Nutley, NJ 07110	\$266,161.20	\$124,453.83
D.L.S. Contracting, Inc. 633 Franklin Avenue Wallington, NJ 07057	\$267,013.25	\$130,190.00
4 Clean-Up Inc. PO Box 5098 North Bergen, NJ 07047	\$270,080.60	\$130,991.25
Mark Paving 777 Cutters Dock Road Woodbridge, NJ 07095	\$277,015.12	\$144,568.14
JTG Construction 188 Jefferson Street, Suite 387 Newark, 07105	\$279,776.00	\$141,437.50

Smith Sondy
150 Anderson Ave
Wallington, NJ 07057

\$283,959.18 \$139,380.71

WHEREAS, after careful review and analysis, the Bid Committee recommends that a contract be awarded to A.J.M. Contractors, Inc., 300 Kuller Road, Clifton, NJ 07011 as the lowest responsible bidder for the base bid only; and

WHEREAS, sufficient funds are available the Capital Fund Account Number 04-2150-55-2318 in an amount not to exceed \$260,803.00, as evidenced by the Chief Finance Officer's Certificate of Sufficient Funding attached hereto; and

WHEREAS, Maser Consulting, in a letter dated March 31, 2017 recommends that a contract be awarded to A.J.M Contractors, Inc.

RESOLVED, by the Mayor and Borough Council of the Borough of Ridgefield that a contract for the 2013 and 2015 NJDOT Roadway Improvement Program in an amount not to exceed \$260, 803.10 be awarded to A.J.M. Contractors, Inc., 300 Kuller Road, Clifton, NJ 07011; be it

FURTHER RESOLVED, that said bidder be required to execute and deliver the contract bond and other documents as set forth in the specification under with the bid was made within the time period therein specified, and thereupon the Mayor and Borough Council are hereby authorized to execute such a contract; be it

FURTHER RESOLVED, that a duly executed copy of the contract be filed with the office of the Borough Clerk.

Approved:

Anthony R. Suarez, Mayor

Attest:

Linda M. Silvestri,
Borough Clerk

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Jimenez

RESOLUTION NO. 111-2017

WHEREAS, the Borough of Ridgefield presently has in place a program whereby it bills for emergency medical and ambulance transport services rendered by its community service officers; and

WHEREAS, the Borough now wishes to expand that program to cover the services rendered by its volunteer ambulance corps; and

WHEREAS, said expansion is in the best interests of the Borough of Ridgefield;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield as follows:

1. The Borough determines that it will expand its present program of billing for emergency medical and ambulance transport services to cover services rendered by the Borough's volunteer ambulance corps.

2. Appropriate Borough officers and employees are authorized to take such action as may be necessary to implement this program including, but not limited to, the following:

(a) The two ambulance vehicles operated by the Borough are to be licensed under Ridgefield Police EMS;

(b) The lettering on the ambulances will have added to it, as necessary, lettering to indicate that the ambulance is operated in conjunction with the Ridgefield Police EMS;

(c) The ambulance vehicles need to be inspected by NJOEMS, if not already inspected;

(d) The Borough should amend its existing ordinance as deemed necessary by the Borough Attorney; and

(e) Appropriate information shall be given to the billing company, and the funds generated from these efforts should be maintained separately from the fees generated by the CSOs.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Jimenez

RESOLUTION NO. 112-2017

RESOLUTION AUTHORIZING THE ADOPTION OF CURRENT FUNDS AND SWIMMING
POOL UTILILTY TEMPORARY EMERGENCY APPROPRIATIONS PRIOR TO THE
ADOPTION OF THE 2016 BUDGET IN ACCORDANCE WITH N.J.S.A. 40A:4-20

WHEREAS, N.J.S.A. 40A:4-20 provides authorization for an emergency temporary appropriation after the first thirty days of the calendar year before adoption of the CY 2017 municipal budget; and

WHEREAS, this resolution authorizes appropriations designed to provide for the first six months of the 2017 operating year with the exception of debt service, pensions, and obligations associated with seasonal considerations and other operational needs.

WHEREAS, said total emergency temporary resolution adopted in the year pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L.1951 as amended) including this Resolution total \$11,565,207.76 for the current fund budget and \$151,806.00 for the Swimming Pool Utility budget; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Ridgefield that the following emergency temporary appropriations be made and a certified copy of this resolution be transmitted to the Chief Financial Officer for her records.

	<u>Emergency</u> <u>Temporary</u> <u>Appreciation</u>
CURRENT FUND	
General Administration	
Salaries and Wages	\$15,912.00
Other Expenses	9,000.00
Rent Leveling Board	
Salaries and Wages	3,000.00
Other Expenses	500.00
Mayor and Council	
Salaries and Wages	20,375.00
Other Expenses	2,975.00

Information Technology		
	Salaries and Wages	33,110.00
	Other Expenses	35,000.00
Municipal Clerk		
	Salaries and Wages	68,069.00
	Other Expenses	15,950.00
Financial Administration		
	Salaries and Wages	92,500.00
	Other Expenses	42,500.00
Audit		29,000.00
Collection of Taxes		
	Salaries and Wages	49,427.00
	Other Expenses	9,000.00
Assessment of Taxes		
	Salaries and Wages	10,233.50
	Other Expenses	23,125.00
Legal Services and Costs		
	Other Expenses	150,000.00
Engineering Services and Costs		
	Other Expenses	77,500.00
Planning Board		
	Salaries and Wages	3,750.00
	Other Expenses	5,000.00
Insurance		
	Liability	350,000.00
	Workers Compensation	231,769.50
	Employee Health	1,275,000.00
	Unemployment	34,000.00
Police		
	Salaries and Wages	2,023,500.00
	Other Expenses	65,000.00
	Acquisition of Vehicles	40,000.00
Dispatching/911		104,000.00
Emergency Management		
	Salaries and Wages	9,500.00
	Other Expenses	4,400.00
First Aid Organization		
	Clothing/Standby	60,000.00
	Other Expenses	6,000.00
Community Service Officers		

	Salaries and Wages	70,119.00
	Other Expenses	10,835.00
Fire Protection		
	Clothing/Standby	87,500.00
	Fire Hydrant Service	65,000.00
	Other Expenses	45,500.00
Fire Prevention		
	Salaries and Wages	45,000.00
	Other Expenses	14,188.50
Prosecutor		
	Salaries and Wages	6,250.00
Road Repair and Maintenance		
	Salaries and Wages	609,695.00
	Other Expenses	74,500.00
Garbage and Trash Removal		
	Salaries and Wages	130,000.00
	Other Expenses	35,000.00
	Sanitary Landfill BCUA	153,000.00
Recycling Program		
	Salaries and Wages	9,307.00
Public Buildings and Grounds		
	Other Expenses	98,500.00
Maintenance of Borough Vehicles		
	Other Expenses	
	Streets and Roads	42,750.00
	Fire	17,400.00
	Police	21,500.00
	Volunteer Ambulance	3,500.00
	Sanitation	13,500.00
	Building/Code	500.00
	Health	500.00
Board of Health		
	Salaries and Wages	109,100.00
	Other Expenses	24,973.00
	Animal Control	7,500.00
Environmental Commission		
	Other Expenses	3,000.00
Anti-Bullying Committee		1,000.00
Parks and Playgrounds		
	Salaries and Wages	111,645.50

	Other Expenses	75,000.00
Youth Commission		
	Salaries and Wages	7,000.00
	Other Expenses	600.00
Community Center		
	Salaries and Wages	27,500.00
	Other Expenses	1,000.00
Celebration of Public Events		
	Other Expenses	14,000.00
Municipal Court		
	Salaries and Wages	77,460.00
	Other Expenses	15,375.00
Public Defender		
	Other Expenses	3,000.00
Construction Code Officials		
	Salaries and Wages	83,626.00
	Other Expenses	8,000.00
Property Maintenance		
	Salaries and Wages	5,500.00
	Other Expenses	2,000.00
Street Lighting		89,000.00
Electric and Gas		150,000.00
Telephone		66,750.00
Water		14,000.00
Gasoline		92,500.00
NJ Recycling Tonnage		14,564.07
Matching Funds for Grants		10,000.00
BCUA Sewerage Processing and Disposal		1,141,337.00
Recycling Tax		7,500.00
Maintenance of Free Public Library		304,932.19
Reserve for Appeals		50,000.00
Swimming Pool Utility Deficit		67,287.50
Contribution to:		
Social Security System (O.A.S.I.)		375,000.00
Defined Contribution Retirement		1,500.00
Pension of Widow of Volunteer Fireman		8,000.00
Volunteer Firemen's Over Age Burial Fund		5,250.00
Public Employees' Retirement System		381,133.00

Police and Fire Retirement System	704,503.00
Payment of Bond Principal	600,000.00
Interest on Bonds	382,263.00
Payment of Principal/Interest Infrastructure Trust Loan	<u>69,268.00</u>
	<u>\$11,565,207.76</u>

SWIM POOL UTILITY OPERATING FUND

Operating

	Salaries and Wages	\$86,970.00
	Other Expenses	57,750.00
Statutory Expenditures	Social Security System (O.A.S.I.)	<u>7,086.00</u>
		<u>\$151,806.00</u>

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk

The undersigned, being the Chief Financial Officer of the Borough of Ridgefield, County of Bergen, New Jersey, and the person charged with the responsibility of maintaining financial records of said Borough in accordance with N.J.S.A. 40:4-57 and the rules of the Local Finance Board of the State of New Jersey adopted thereunder, does hereby certify that there are adequate funds available for the payment of the attached list of invoices, duly adopted by said Borough, and which said list indicates the specific line item of said budget to which expenditures shall be charged.

Diane Sherry,
Chief Financial Officer

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Jimenez

RESOLUTION NO. 113-2017

BE IT RESOLVED, that warrants totaling **\$5,790,565.12**
be drawn on the following accounts:

CURRENT	\$5,586,051.29
TRUST	\$168,613.44
CAPITAL	\$32,566.00
POOL	\$325.39
DOG LICENSE	\$9.00
COAH	\$3,000.00
TOTAL	\$5,790,565.12

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Russell Castelli, Council President

Linda M. Silvestri,
Borough Clerk

BOROUGH OF RIDGEFIELD
Bergen County, New Jersey

Meeting April 5, 2017

Presented by Councilman Acosta

RESOLUTION NO. 114-2017

BE IT RESOLVED by the Mayor and Council of the Borough of Ridgefield that

VINCENT CUMELLA

be hired as a DPW/Sanitation seasonal employee at the hourly rate of \$11.00 effective immediately.

COUNCIL VOTE

	YES	NO	ABSTAIN	ABSENT
Castelli	X			
Acosta	X			
Penabad	X			
Shim	X			
Jimenez	X			
Kontolios	X			
Mayor Suarez				

Approved:

Attest:

Anthony R. Suarez, Mayor

Linda M. Silvestri,
Borough Clerk