TOWNSHIP OF MAHWAH
COMBINED WORK SESSION AND PUBLIC MEETING AGENDA
THURSDAY, SEPTEMBER 14, 2017

Council Chambers – Richard J. Martel Municipal Center
475 Corporate Drive, Mahwah, New Jersey

7:30PM

COUNCIL PRESIDENT’S STATEMENT

SALUTE TO THE FLAG

MOMENT OF SILENCE FOR VETERANS AND THOSE SERVING IN THE MILITARY

ROLL CALL: ____ Ariemma; ____ Ervin; ____ Hermansen; ____ May; ____ Sbarra;
____ Wong; ____ Wysocki

RESOLUTIONS
#311-17 Childhood Cancer Awareness Month
#312-17 National Atrial Fibrillation Awareness Month
#313-17 Healthy Aging Month
#314-17 National Cholesterol Education Month
#315-17 National Preparedness Month
#316-17 National Guide Dog Month
#317-17 Reye’s Syndrome Awareness Month
#318-17 National Sickle Cell Awareness Month

PUBLIC PORTION
• Each speaker shall be limited to 5 minutes.
• Before speaking, each Speaker shall provide their Name and Address.
• Mahwah Residents shall speak first.
• This Public Portion is limited to subjects on this Agenda.
• This Public Portion shall be a maximum of 30 minutes.

WORK SESSION
SUBMISSION OF BILLS AND CLAIMS

ENGINEERING
1a. Authorization for Township Engineer to Submit State Aid Application for FY 2018 with NJ DOT; Macarthur Boulevard, Eastbound (south side) from Darlington Avenue to Ridge Road
1b. Route 202 Culvert Replacement over Darlington Brook; Proposed Sidewalk from Culvert at Darlington School House to Driveway for Continental Soldiers Park
1c. Written Status Report
LEGAL
2a. Professional Services Contract and Agreement; Special Counsel

ADMINISTRATION
3a. Authorization to Purchase Electricity Supply Services for Public Use on Online Auction Website; Discussion
3b. Cancellation of Taxes; Block 120.01 Lot 23
3c. Best Practices Inventory; Municipal Tax Appeal Policy
3d. Pay-to-Play Compliance; Water Works Supply Co. Inc.
3c. Possible Sale of Public Property; Discussion

TOWNSHIP COUNCIL and MUNICIPAL CLERK
4a. Request for Permission to Post Signs in Township Right-of-Ways
   1. Mrs. Vicky Galow and Mrs. Susan Steinberg
   2. Mr. George Ervin
4b. Amendment to Chapter II, Subchapter 2-3.12: Deputy Clerk
4c. Cell Tower; Discussion

PUBLIC MEETING
APPROVAL OF BILLS AND CLAIMS

REPORTS OF TOWNSHIP COUNCIL and MUNICIPAL CLERK
TOWNSHIP COUNCIL; COMMENTS, COMMUNICATIONS AND REPORTS OF SUBCOMMITTEES

REPORT OF MAYOR and BUSINESS ADMINISTRATOR

PUBLIC PORTION
- Each speaker shall be limited to 5 minutes.
- Before speaking, each Speaker shall provide their Name and Address.
- Mahwah Residents shall speak first.
- This Public Portion is to speak about any subject.
- This Public Portion shall be a maximum of 30 minutes.

ORDINANCE – INTRODUCTION
#1814 Ordinance Amending And Supplementing Chapter IV “General Licensing” of the Revised General Ordinance of the Township of Mahwah, Subchapter 4-3 “Peddling and Soliciting”
#1815 Ordinance Amending Chapter IX “Recreational Facilities” of the Revised General Ordinances of the Township of Mahwah, Subchapter 1.3 “Use of Facilities”
#1816 Ordinance Amending Chapter IX “Recreational Facilities” of the Revised General Ordinances of the Township of Mahwah, Subchapter 1.4 “Unlawful Use”
#1817 Ordinance Amending and Supplementing Chapter II “Administration” of the Revised General Ordinances of the Township of Mahwah, Subchapter 2-3.12 “Deputy Clerk”

Township of Mahwah Combined Work Session and Public Meeting Agenda
September 14, 2017
CONSENT AGENDA There will be no separate discussions of these items. If any discussion is desired by Council, that particular item will be removed from this Consent Agenda.
#319-17 Authorization for Township Engineer to Submit State Aid Application for FY 2018 with NJ DOT; Macarthur Boulevard, Eastbound (south side) from Darlington Avenue to Ridge Road
#320-17 Professional Services Contract and Agreement; Special Counsel
#321-17 Cancellation of Taxes; Block 120.01 Lot 23
#322-17 Best Practices Inventory; Municipal Tax Appeal Policy
#323-17 Pay-to-Play Compliance; Water Works Supply Co. Inc.
#324-17 Permission to Post Signs in Township Right-of-Ways; Mrs. Vicky Galow and Mrs. Susan Steinberg
#325-17 Permission to Post Signs in Township Right-of-Ways; Mr. George Ervin

OLD BUSINESS

NEW BUSINESS

CLOSED SESSION
C1. Advice of Township Attorney
C2. Pending Litigation; Expert Witness
C3. Affordable Housing


UPCOMING EVENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 2017</td>
<td>10:00AM</td>
<td>Senior Advisory Board Meeting; Room #319</td>
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<td>12 Noon</td>
<td>Senior Luncheon</td>
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<tr>
<td>September 23, 2017</td>
<td>23rd Annual Mahwah Day</td>
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<tr>
<td>September 28, 2017</td>
<td>12 Noon</td>
<td>Senior Club Meeting</td>
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<tr>
<td></td>
<td>7:30PM</td>
<td>Township Council; Combined Work Session and Public Meeting</td>
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ADJOURNMENT

THIS AGENDA IS SUBJECT TO CHANGE.
September 6, 2017

Mr. Quentin Wiest  
Township Business Administrator  
Township of Mahwah  
Municipal Building  
475 Corporate Drive  
Mahwah, New Jersey  07430

Re:  State Aid Applications for Fiscal Year 2018  
Township of Mahwah  
Our File No. MA-1742

Dear Mr. Wiest:

Boswell McClave Engineering has reviewed tentative projects that could be employed for the Township’s State Aid Applications for Fiscal Year 2018 from the New Jersey Department of Transportation (NJDOT). The project that was proposed during our conversation is as follows:

- **Road Improvement Program**

  Macarthur Boulevard, Eastbound (south side), from Darlington Avenue to Ridge Road.

The applications are due October 6, 2017. By copy of this letter, we respectfully request the Council to prepare and execute the attached endorsement resolution in support of the above referenced application at the September 14, 2017 Council Meeting.

Thank you for your kind attention to this matter. Should you have any questions, please do not hesitate to contact me.

Very truly yours,

BOSWELL McClave Engineering

Michael J. Kelly, P.E.
Township Engineer Representative

MJK/jg
Attachment
cc: The Honorable Mayor and Council  
Katrine G. Covelli, Township Clerk  
Glenn Dowson, DPW Director

179506/GIZ.doc
Township of Mahwah

Resolution No. ____________________

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Macarthur Boulevard (Section 5) project.

NOW, THEREFORE BE IT RESOLVED, that the Council of the Township of Mahwah formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2018- Macarthur Boulevard (Section 5) - 00210 to the New Jersey Department of Transportation on behalf of Township of Mahwah.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Township of Mahwah, and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Council
On this day of , 20__

__________________________
Clerk

My signature and the Clerk’s seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL ____________________________ ____________________________
(Clerk) (Presiding Officer)
August 7, 2017

Mr. Quentin Wiest
Township Business Administrator
Township of Mahwah
475 Corporate Drive
Mahwah, New Jersey 07430

Re: Route 202 Culvert Replacement Project at Darlington Brook
Sidewalks
Township of Mahwah
Our File No. MA-1691

Dear Mr. Wiest:

This report shall serve as a follow up to our July 19, 2017 report, see copy attached. Based on the unit prices received for the project, the estimated cost of the sidewalk in question is approximately $45,000.00. Also attached, please find a sketch of the proposed sidewalk.

I have had discussions on this matter with Edward K. Goodell, Executive Director, NY/NJ Trail Conference, who asked if he could be present during our discussion with the Township Council on this matter.

I respectfully request that the Township Council review this matter at the Council Work Session to be held on August 10, 2017.

Thank you for your kind attention to this matter. Should you have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,

BOSWELL McCLAVE ENGINEERING

Michael J. Kelly, P.E.
Township Engineer Representative

MJK/jg
Attachments
cc: The Honorable Mayor and Council
    Kathrine G. Coviello, Township Clerk
    Glenn Dowson, DPW Director
    Brian M. Chewcaskie, Esq.
    Edward K. Goodell, Executive Director, NY/NJ Trail Conference
July 19, 2017

Mr. Quentin Wiest  
Township Business Administrator  
Township of Mahwah  
475 Corporate Drive  
Mahwah, New Jersey 07430  

Re: Route 202 Culvert Replacement Project at  
Darlington Brook  
Sidewalks  
Township of Mahwah  
Our File No. MA-1691

Dear Mr. Wiest:

At the request of Bergen County, I met with Bergen County Engineering representatives and the site contractor at the above referenced project. The purpose of the meeting was to review the location of a proposed sidewalk on the north side of Route 202 from the Continental Soldiers Park driveway to the culvert. It should be noted that the sidewalk would be installed if approved and funded by the Township of Mahwah. Based on a review of the proposed sidewalk location in the field, it has been determined that due to significant grading required, at least four (4) significant trees (up to 36 inches in diameter) would have to be removed to accommodate the sidewalk.

I reviewed this matter with the Township Council in December of 2016. A concern the Council had was funding a sidewalk that doesn’t lead to a destination. The Council wanted to know if a sidewalk would be installed from the culvert to the Darlington Schoolhouse. The sidewalk would then connect Continental Soldiers Park to the Darlington Schoolhouse. The County has determined that due to site constraints, they will not be installing a sidewalk from the culvert to the Darlington Schoolhouse since it would involve them having work performed on private property.

I have requested an estimated construction cost from the County for the sidewalks from Continental Soldiers Park to the culvert based on the bids received by the County. Once I have that value, I will provide it to the Township.

I respectfully request that the Township Council review this matter at the Council Work Session to be held on July 27, 2017.
Thank you for your kind attention to this matter. Should you have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,

BOSWELL McCRAVE ENGINEERING

Michael J. Kelly, P.E.
Township Engineer Representative

cc: The Honorable Mayor and Council
Kathrine G. Coviello, Township Clerk
Glenn Dowson, DPW Director
Brian M. Chewcaskie, Esq.
MEMORANDUM

TO: The Honorable Mayor and Council - Township of Mahwah

FROM: Michael J. Kelly, P.E.

DATE: September 6, 2017

RE: Status Report for Work Session
    Our File No. MA-1696-17

The following is a brief summary of the status of various projects and matters with which we are involved for the Township of Mahwah:

MA-1525 Wyckoff Avenue Infrastructure Improvements

- Contractor had completed the installation of the water and sewer mains and laterals on August 18, 2017. We anticipate letting the trenches settle before final paving at the end of the Fall.

MA-1534 Revisions to FEMA Flood Map

- FEMA hosted a Flood Risk Open House Meeting on July 18, 2017 at the Bergen County Law and Public Safety Institute in Mahwah.
- FEMA is anticipating that the Preliminary Maps will be adopted by the end of 2018.

MA-1606 Blueberry Court Sanitary Sewer Improvements

- Contractor continuing dewatering operations prior to pipe installation.

MA-1667 Chapel Road NBCUA Sanitary Sewer Concerns

- Hold Harmless Agreements submitted to the residents for the installation of roof vent filters.
- Roof vent filters for the residential properties have been ordered by NBCUA. Expect them to be received and installed by September 29, 2017.

MA-1680 Nilsen Avenue Pumping Station – Emergency Generator

- Project currently out to bid. Bids to be received on September 15, 2017.
- Expect to award project at the September 28, 2017 Council Meeting.
MA-1695  2017 Road, Curb and Sidewalk Program

- Project awarded at the August 24, 2017 Council Meeting to AJM Contractors, Inc.
- Pre-construction Meeting held on August 29, 2017, contractor expected to begin construction on September 11, 2017.

MJK/jg
cc: Quentin Wiest, Township Business Administrator
    Denise Storms, Assistant to the Business Administrator
    Kathrine G. Coviello, Township Clerk
    Glenn Dowson, Department of Public Works
    Brian M. Chewcaskie, Esq., Township Attorney
TO: Township Council  
FROM: Denise M. Storms, QPA, Administrative Assistant  
DATE: September 6, 2017  
SUBJECT: Municipal Tax Appeal Policy  

The State of New Jersey’s Fiscal Year 2017 Appropriations Act (P.L. 2016, c.10) requires the Division of Local Government Services to issue a Best Practices inventory to be completed by each municipality. One of the items on the Best Practices Inventory Worksheet addresses a written policy requiring its Tax Assessor to notify the Chief Financial Officer and the Governing Body of all tax appeals upon filing, no later than June 1 of each year.  

Therefore, Administration requests that the Township Council consider at the September 14, 2017 Council meeting adopting the attached Tax Appeals Policy which may be amended and supplemented from time to time.  

c: Quentin Wiest, Business Administrator  
   Brian Chewcaskie, Esq., Twp. Atty.  
   Kenneth Sesholtz, CFO  
   Patrick Wilkins, Tax Assessor  
   Kathrine Coviello, Township Clerk
DATE: September 6, 2017
TO: Township Council
FROM: Denise Storms, QPA, Administrative Assistant
RE: Water Works Supply Co. Inc., Alternate Non-Fair and Open Compliant Contract

NUMBER OF PAGES INCLUDING THE COVER PAGE: 1

Township of Mahwah Water Department solicits quotes for various unrelated equipment purchases that are not covered in the award bid MTB#16-19 for Water/Sewer Department Materials and Supplies, and solicits quotes for various repairs and services to Water Department materials and supplies in the amount not to exceed $40,000.00. Historically, Water Works Supply Co., Inc., has been the lowest responsive/responsible vendor, for several of these quotes.

Water Works Supply Co., Inc. as the lowest responsive/responsible vendor has not exceeded the Local Public Contracts Law $40,000.00 bid threshold. However it will exceed the $17,500.00 Pay to Play threshold. Administration has requested and received a Business Entity Discloser Certification from Water Works Supply Co., Inc.

Therefore, pursuant to N.J.S.A. 19:44A-20.4 et seq., Administration is requesting that the Township Council consider at the September 14, 2017 Council meeting, a resolution recognizing the approval of payments to Water Works Supply Co., Inc., as Alternate Non-Fair and Open complaint contracts for various unrelated purchases, repairs and services to the Township of Mahwah Water Department for one year preceding September 14, 2018, not to exceed $40,000.00.

c: Mayor William Laforet
Quentin Wiest, Business Administrator
Brian Chewcaskie, Esq., Township Attorney
Kathrine Coviello, Township Clerk
Kenneth Sesholtz, CFO
Glenn Dowson, DPW Super.
Paul Scherer, Water/Sewer, Super.
Water Works
August 28, 2017

Ms. Kathy Coviello
Township of Mahwah
475 Corporate Drive
Mahwah, NJ 07430

Re: Request Permission to Post Election Signs on Mahwah Township Right-of-Ways

Dear Kathy,

We request permission to post 500 standard size campaign signs in the public right-of-ways throughout the Township of Mahwah for the upcoming election on November 7, 2017. We will place our signs beginning on or after September 15, 2017 through November 14, 2017. The 2-sided campaign signs will have both our names on each sign (Vicky Galow and Susan Steinberg).

Please let us know if you need any further information before bringing our request to the Township Council’s attention at the next Council meeting on September 14, 2017.

Thank you!

Sincerely,

Vicky Galow and Susan Steinberg

[Signatures]

Make Mahwah Stronger Committee
68 Armour Rd.
Mahwah, NJ 07430

Vicky Galow
68 Armour Rd.
Mahwah, NJ 07430

Susan Steinberg
96 Armour Rd.
Mahwah, NJ 07430
From:
George Ervin
111 Catherine Ave
Mahwah NJ 07430

To:
Township of Mahwah Council
475 Corporate Dr
Mahwah NJ 07430

Honorable Council Members,

I respectfully request permission to place up to the maximum number of campaign signs in the township right of ways in accordance with all rules, regulations, and ordinances regarding same.

Respectfully,

George W Ervin

Beginning no earlier than Sept 15, 2017. 18” x 24” size, no more than 300 signs to be removed within 7 days of the election being November 14, 2017.

George W. Ervin