

Borough of Palisades Park
275 Broad Avenue
County of Bergen
State of New Jersey

Special Meeting
of the Mayor & Council
August 13, 2024

Borough of Palisades Park
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MAYOR CHONG PAUL KIM WILL CALL THE MEETING TO ORDER:

STATEMENT:

This is a Special Meeting of the Mayor and Council, and notice was given as follows:

1. Notice was filed August 2, 2024 with the Record & Newark Star-Ledger, both official newspapers of the Borough.
2. Notice was posted on the Bulletin Board at the Borough Hall and the Borough website at <https://mypalisadespark.com/>
3. Copy is preserved in the Clerk's Office.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE:

ROLL CALL:

Mayor Kim	Present
Councilwoman Jang	Present
Councilman Kim	Attended via Zoom
Councilwoman Lee	Absent
Councilman Min	Present
Councilman Vietri	Present
Councilwoman Won-Yoon	Present

Borough Attorney Scott Krumholz Present
Borough Administrator Raymond Herr Present

OFF CONSENT AGENDA

RESOLUTION 2024-214 Claims

Councilman Min stated he had a few questions for the finance department. Mayor Kim commented that Maria Elefteriou from finance was present at the meeting. Borough Administrator Raymond Herr responded that she was getting ready to come into the meeting before, and asked if Mayor Kim wanted him to get her. Mayor Kim responded yes. Borough Administrator Raymond Herr stated the captain was going to get her. Mayor Kim advised councilmembers to ask their questions regarding claims to Maria Elefteriou. Councilman Min directed Maria Elefteriou to look at the second line from the bottom on page three regarding a \$400 payment to the public library with a description stating for the high school. Councilman Min asked what this was for. Maria Elefteriou stated she could pull the P.O (Purchase Order) for him. Councilman Min's next question was regarding a \$3500 payment on page five to vendor Willcox. Mayor Kim asked where this invoice was located. Councilman Min stated it was invoice line 24, then asked Maria Elefteriou to pull that P.O as well. Maria Elefteriou agreed to provide the information. Councilman Min asked about the last line from the bottom of page five. This invoice was for \$909.50 for the municipal building renovation appropriation, and the vendor read Michael Apicella. Maria Elefteriou agreed to pull this P.O as well. Mayor Kim asked if there were any other questions. Councilwoman Won-Yoon asked Maria Elefteriou why it read there was two million dollars in the capital fund but also read interfund account. Maria Elefteriou explained the interfund account was short because of the taxes being collected from residents. Mrs. Elefteriou explained she needed to move the money from the capital account temporarily. She assured that money was coming in now that the tax bills had been sent out. She would move the money back at the end of the month to the capital account. Mayor Kim asked if anyone had any other questions. Mayor Kim asked a question concerning the third page which stated on August 13, 2024 there was a purchase at Fairview Tireco for \$474.95 to be appropriated to the clean community. Maria Elefteriou asked him to clarify the purchase, and he did. Mayor Kim asked again if there were any other questions. Mayor Kim wanted to make record the governing body pulled out the invoices to Tire Co., Willcox, and Michael Apicella to be tabled. Maria asked if Mayor Kim wanted to table them or receive the P. O's right now. She offered to print them out. Councilman Min asked Maria if she could really provide the information now. Maria Elefteriou responded yes. Councilman Min asked if they could move these items to the next meeting. Borough Clerk Sophia Jang advised to move on to the next agenda item and come back to it.

After the passage of Resolution 2024-218, Mayor Kim asked Maria Elefteriou if she was ready to provide the documents, and she agreed she was. Mayor Kim recommended Maria Elefteriou provide the documentation for the council to review, and if there were any questions they could ask once this resolution went through the off-consent agenda. Mayor Kim asked if the council was okay with this game plan, or if they wanted to review a few more times. Councilman Min stated they needed more time to review.

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Mayor Kim asked to go back to Resolution 2024-214 once the passage of Resolution 2024-222 was completed. Councilman Min stated in reference to the \$400 payment to Hannah Kang, this was for the high school review class session which was split into two sessions one that took place on July 27, 2024, and the other took place August 3, 2024. In regards to the \$3500 payment to Wilcox this was for the filing secondary that was done December 31, 2023. Mayor Kim believed this was the last bill from Wilcox. Maria Elefteriou responded she did not know if Wilcox would provide any audit bills because they were still working on them from last years audit. Mayor Kim asked how they could make sure these bills were proper bills. Mayor Kim followed up with asking who checks them, and if the borough attorney was the one who checked if they were actually correct. Borough Administrator Raymond Herr stated Chief Financial Officer Roy Riggitano would check them. Mayor Kim asked Councilman Min if he was okay with the response he received from Maria Elefteriou. Councilman Min stated that was all that he had. Mayor Kim asked about the payment made to Michael Apicella. Councilman Min asked if this was the reimbursement for the purchase of the three air purifier systems, and it was. Councilman Min asked to notate on the description that this was a reimbursement, and Maria Elefteriou agreed. Mayor Kim stated he received the tire repair bill from the Clean Community and it had been signed by DPW Supervisor Kenneth Bruno. Maria Elefteriou stated the DPW does Clean Community bills and requisitions. Mayor Kim asked what did Clean Communities have to do with tire repair. Maria Elefteriou stated she was not sure and they would have had to ask what account the DPW wanted to charge it to. Maria Elefteriou stated she would ask Kenneth Bruno but that was how it was applied. Mayor Kim stated he did not recall Clean Communities being involved with repairing DPW vehicle tires. Maria Elefteriou stated she did not think so either but once she received it, she just signed off on it. Mayor Kim asked if everyone could do a little due diligence, and then asked Raymond Herr to find out. Raymond Herr agreed, and stated he would do it the next day. Councilman Min stated the description read replacement on tire for truck number fifteen which was the street sweeper. Raymond Herr stated the sweeper would qualify under Clean Communities. Mayor Kim requested a motion to pass Resolution 2024-214. Councilman Min made a motion which was seconded by Councilwoman Jang. The motion carried on a roll call vote and was recorded as follows:

Councilwoman Jang:	Yes
Councilman Kim:	Yes
Councilman Min:	Yes
Councilman Vietri:	Yes
Councilwoman Won-Yoon:	Yes

Mayor Kim requested a motion to close the session and open to the public. Councilman Min made a motion which was seconded by Councilwoman Jang. All joined in favor, none opposed.

RESOLUTION 2024-215 Hiring of 2024 Summer Camp Program Seasonal Staff for Recreation Department

Mayor Kim asked if there were any questions. He reiterated this resolution was denied before because the recreation department did not submit the information early enough for discussion and review. Mayor Kim explained now since they were conducting a special meeting, they had an opportunity to add it to the agenda. Mayor Kim requested a motion. Councilwoman Jang made a motion which was seconded by Councilman Min. The motion carried on a roll call vote and was recorded as follows:

Councilwoman Jang:	Yes
Councilman Kim:	Yes
Councilman Min:	Yes
Councilman Vietri:	Yes
Councilwoman Won-Yoon:	Yes

RESOLUTION 2024-216 Acceptance of Retirement (Re: Police Chief, A. Espino)

Mayor Kim asked if there were any questions, none arose. Mayor Kim requested a motion. Councilman Min made a motion which was seconded by Councilwoman Jang. The motion carried on a roll call vote and was recorded as follows:

Councilwoman Jang:	Yes
Councilman Kim:	Yes
Councilman Min:	Yes

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Councilman Vietri: Yes
Councilwoman Won-Yoon: Yes

Borough Clerk Sophia Jang gave notice that Resolution 2024-216 had been passed.

RESOLUTION 2024-217 Authorizing the Borough Clerk to Advertise for a Borough Administrator

Mayor Kim asked if there were any questions. Councilwoman Won-Yoon questioned where the position was advertised. Borough Administrator Raymond Herr answered the borough could advertise on the website, league of municipalities, newspapers, NJGE, and other places. Mayor Kim stated there are places like that to advertise but the borough only advertised by the Bergen Record, The Star Ledger, and the website. Raymond Herr commented that was fine, and Mayor Kim responded he knew it was fine. Mayor Kim elaborated that if you compare how other boroughs advertise, the Borough of Palisades Park was lacking of, and if the council approved, he would advertise the borough administrator position on other outlets that required additional money. Councilwoman Won-Yoon stated that sounded good. Mayor Kim asked if there were any other questions. Councilman Vietri stated he thought we should keep our current borough administrator instead of advertising for a new one. Mayor Kim requested a motion. Councilwoman Jang made a motion which was seconded by Councilwoman Won-Yoon. The motion carried on a roll call vote and was recorded as follows:

Councilwoman Jang: Yes
Councilman Kim: Yes
Councilman Min: Yes
Councilman Vietri: Yes
Councilwoman Won-Yoon: Yes

RESOLUTION 2024-218 Authorization to Advertise for Part-Time Traffic Enforce Officer

Mayor Kim asked if there were any questions. Mayor Kim explained the borough was lacking traffic enforcement officers so they looked to hire more, as they normally do seasonally. Councilwoman Won-Yoon asked how many positions were vacant. Councilman Min stated so far there was one vacant position but depending on the situation, they looked to hire a couple more. Councilwoman Won-Yoon asked how many positions were really opened. Mayor Kim responded, only one. Councilman Min explained one of the traffic enforcement officers recently got sent over to the police academy so they had to fill that position. Councilman Vietri asked if the traffic enforcement officers were the ones enforcing parking permits, and alternate side street parking. Mayor Kim responded yes. Councilman Vietri asked if the traffic enforcement officers were also going along Broad Avenue. Councilman Min responded yes. Councilman Vietri asked how many traffic officers the borough currently had. Councilman Min responded six. Councilman Vietri asked out of the six, how many were full time. Councilman Min responded none were. Councilman Vietri asked why. Mayor Kim stated traffic officers were always hired at part time until Councilman Vietri mentioned it. Councilman Vietri stated he asked because the traffic enforcement officers brought in money for the town by selling parking permits and finding people double parked all down Broad Avenue. Councilman Vietri believed Broad Avenue was a disgrace, and if the borough had spent a little money on the traffic officers, they would bring in double the money spent. Mayor Kim agreed. Councilman Vietri stated to advertise for full time traffic enforcement officers. Mayor Kim stated like Councilman Vietri mentioned, the parking situation on Broad Avenue was bad. Mayor Kim admitted he did see day time drinking taking place at the statue of the bell located by the library. Customary, after 1PM these individuals were seen drinking. Enforcement and more attention were being given to Broad Avenue which was one of the reasons they had decided to place more trash cans and cigarette butt disposers on every block. Mayor Kim believed this gave time for people walking along Broad Avenue to know that the town would be enforcing rules by also giving citations later. This was the reason Mayor Kim wanted to place these garbage's and cigarette butt disposers so no one could complain that they did not have anywhere to discard their garbage, or cigarettes. Councilman Vietri stated that traffic officers could not enforce anything that had to do with drinking. This type of enforcement would have to be handled through the special police officers. Mayor Kim asked for a motion to pass Resolution 2024-218. Councilman Min made a motion which was seconded by Councilwoman Jang. The motion carried on a roll call vote and was recorded as follows:

Councilwoman Jang: Yes
Councilman Kim: Yes
Councilman Min: Yes

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Councilman Vietri: Yes
Councilwoman Won-Yoon: Yes

RESOLUTION 2024-219 Appointing Special Borough Engineer (Re: Pennoni)

Mayor Kim asked if any one had any questions. Councilman Vietri stated the borough was hiring an engineer from Philadelphia, Pennsylvania. Councilman Vietri asked if it was possible to find an engineer in New Jersey. Mayor Kim stated he had not thought about that because Pennoni offered their services in New Jersey so he did not think of the distance being an issue. Borough Attorney Scott Krumholz explained the company was huge and their headquarters was located in Philadelphia, Pennsylvania. Councilman Vietri argued again that there were a lot of New Jersey engineers in surrounding areas. Mayor Kim asked if there were any other questions, none arose. Mayor Kim requested a motion. Councilman Min made a motion, but no one seconded. Councilman Vietri recommended tabling Resolution 2024-219. Mayor Kim asked if other council members wanted to vote or had other questions. Councilwoman Won-Yoon explained the reason she was hesitant was because she did not know much about the engineer and did not know how this engineer was hired. Councilwoman Won-Yoon did agree we needed a new engineer but she was not sure if this was the right one. She wanted to know how this engineer was hired without providing any information. Mayor Kim asked Borough Clerk Sophia Jang if there was a packet explaining their proposal. Sophia Jang responded she did not receive anything. Borough Attorney Scott Krumholz stated he did not have the information with him but it was a statement of qualification they provided which was a thick 100-page document. Mayor Kim stated Pennoni was a well-known company he thought was a good idea to contact. This company would handle all the bid packet items, especially the details for 12 Bellview Place that was originally not correct. Mayor Kim stated if the council wanted to table the resolution that was fine but the bid packet did need to be completed, and due to the tabling, it would be delayed. Mayor Kim stated Councilman Vietri made a motion to table Resolution 2024-219, and Councilman Kim seconded. The motion carried on a roll call vote and was recorded as follows:

Councilwoman Jang: No
Councilman Kim: Yes
Councilman Min: No
Councilman Vietri: Yes
Councilwoman Won-Yoon: Yes

Councilwoman Won-Yoon explained she only voted yes because she needed more information to ensure trust, once she was provided with more information than she could effectively vote. Mayor Kim asked what information she needed. Councilwoman Won-Yoon listed references, qualifications, and how this was advertised. Mayor Kim responded this did not require advertisement but she would be provided with the information. Mayor Kim reminded everyone that the borough was stuck with the 12 Bellview project, and they had been stuck for a long time. Mayor Kim believed this was a very simple packet, and the only thing needed was the removal of certain items. Mayor Kim did not know why they were having so many problems but the information that was requested of the new potential engineer he respected. Councilwoman Won-Yoon asked once the borough hired this engineer, would they also be working with the same company for future projects. Mayor Kim responded he would finalize, modify, and make sure the packet was good to go. Mayor Kim stated again, he would like to get done with improving the packet, especially since this was simple considering they are already aware of the existing issues. Councilwoman Won-Yoon clarified right now they were talking about 12 Bellview, but what about future bids? Mayor Kim asked what bids she was talking about considering the process of hiring a new engineer did not have to go through a bid process, references, estimates, just provide a simple professional service. Scott Krumholz agreed with Mayor Kim. Mayor Kim stated the borough was not provided with what it wanted for the bid packet. Mayor Kim assured that the borough was almost done but since he was not an engineer, the new engineers would make sure this was done correctly. Mayor Kim elaborated that right now it looked like one of the things that needed to be added to the packet was the date. Councilwoman Won-Yoon stated she understood but she was not able at the moment to make sure this new engineer was properly qualified because she did not have all the information. Mayor Kim asked Scott Krumholz to send out the information to the councilmembers. Sophia Jang announced with three “yes” votes, and two “no” votes, Resolution 2024-219 was tabled.

RESOLUTION 2024-220 Authorization of Correct Vendor’s Name for Swimming Pool Pavilion Roof Repair (Re: JOD Roofing to JOD Woodworking)

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Mayor Kim stated this was just a grammatical error, and asked if anyone had any questions, none arose. Mayor Kim requested a motion. Councilwoman Jang made a motion which was seconded by Councilwoman Won-Yoon. The motion carried on a roll call vote and was recorded as follows:

Councilwoman Jang:	Yes
Councilman Kim:	Yes
Councilman Min:	Yes
Councilman Vietri:	Yes
Councilwoman Won-Yoon:	Yes

RESOLUTION 2024-221 Authorizing the use of Instant Verification Inc. to Perform Background Searches for Palisades Park Borough

Mayor Kim asked where the supplements, contracts and conditions were for Resolution 2024-221. Borough Clerk Sophia Jang stated that she did not have them. Mayor Kim asked who reviewed this resolution. Borough Administrator Raymond Herr stated he reviewed it with Borough Attorney Scott Krumholz. Mayor Kim jokingly stated there must have been miscommunication. Raymond Herr believed he could answer any questions that arose. Mayor Kim responded that the same rules had to apply. They could not say it was fine to not provide supplements for one resolution, but then say it was fine for another. Mayor Kim stated he guessed they learned their lesson. Mayor Kim took responsibility, apologized, and thought everyone had automatically received it. In the future he asked to make sure a proposal was attached to the resolution so the governing body could physically see it. Mayor Kim requested a motion to table this. Councilman Min made a motion which was seconded by Councilwoman Jang. The motion carried on a roll call vote and was recorded as follows:

Councilwoman Jang:	Yes
Councilman Kim:	Yes
Councilman Min:	Yes
Councilman Vietri:	Yes
Councilwoman Won-Yoon:	Yes

Sophia Jang announced Resolution 2024-211 was tabled.

RESOLUTION 2024-222 Authorization the Borough file for permission to hold a Raffle License for the 125th year celebration

Mayor Kim stated he was the one that proposed this resolution and since the borough did not need it anymore, he recommended to table it. Mayor Kim requested a motion. Councilman Min made a motion which was seconded by Councilwoman Jang. The motion carried on a roll call vote and was recorded as follows:

Councilwoman Jang:	Yes
Councilman Kim:	Yes
Councilman Min:	Yes
Councilman Vietri:	Yes
Councilwoman Won-Yoon:	Yes

Sophia Jang announced Resolution 2024-222 had been tabled.

PUBLIC PARTICIPATION:

Mayor Kim invited members of the public to speak at the podium for three minutes only about the off-consent agenda.

Susan Brauer asked in regards to Resolution 2024-219 what was the process to hire a traffic engineer? Susan Brauer stated that Mayor Kim had mentioned the borough did not need to advertise for the position. Scott Krumholz stated it was a professional services contract therefore when dealing with professional services, there was an exception to the Local Public Contracts Law requiring bidding. Scott Krumholz elaborated further that this meant the borough could contract directly with a specific professional service provider at an agreed upon rate. Susan Brauer asked if this could be someone that was just picked out of a phone book or if there was a specific process. Scott Krumholz replied it could be, but it wasn't. Susan Brauer asked what was the process, and who picked the engineer. Mayor Kim stated he picked the new engineer because of the problems with the 12 Bellview project that had been occurring

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for a long time. Mayor Kim picked Pennoni because it was a well-known company that was reputable, so Pennoni applied because they were interested. Susan Brauer asked if Pennoni was contacted by Mayor Kim or if he had just read Mayor Kim's mind and just applied for the position. Mayor Kim asked Susan Brauer not to say things like that, and make up words he did not say. Mayor Kim reiterated he wanted to find a reputable company since it had been so long. Mayor Kim asked Pennoni if they were interested, and they were. Mayor Kim also stated the problem was that he thought councilmembers had already received this information and they did not. Susan Brauer responded back "okay". Mayor Kim asked if he was wrong. Susan Brauer moved on to question the instant verification for background checks for the Palisades Park Borough. Susan Brauer asked what this resolution was, since it was tabled. Scott Krumholz explained before hiring someone, a background check was done on that person. The Police Department could not perform that check; therefore, a third-party vendor was needed to conduct those. This new company came to the borough through the Borough Administrator Raymond Herr with a good recommendation and a reasonable price with quick turn around time, therefore it was something the borough decided it was worth. Mayor Kim stated the Borough Administrator had the right to recommend a company. Susan Brauer stated she worked at a law firm for a while and her understanding was the recommendation had to be through legal channels like a lawyer. Scott Krumholz asked what had to be done through a lawyer? Susan Brauer responded the company was going to go into potential employee's backgrounds. Scott Krumholz clarified, no, they were only applying for the job at the moment. Susan Brauer stated she disagreed and did not think it was right. Susan Brauer asked how the advertising for the Borough Administrator position was done. Mayor Kim stated they would find other ways to advertise beside the Star Ledger, The Bergen Record, and the borough website. Mayor Kim stated he would compare with other towns to see how they utilize other forms of advertising and marketing. Mayor Kim asked if anyone else would have liked to speak.

Eric Spieley stated he heard the conversation pertaining to the traffic revenue if the police department was to enforce certain things. Mr. Spieley continued, years ago, the police used to drive by the high school many times a day and at night. Mr. Spieley wasn't exactly sure if this was still happening because of the constant vehicles parked in areas that specify not to park. Mr. Spieley stated he lived by the high school, and there was a fire hydrant outside his home. Cars would park at the hydrant for multiple hours with no tickets issued. When Mr. Spieley finally called the police department to complain, they sent an officer. Mr. Spieley stated these people would leave their hazards on indicating they wouldn't be gone for long. Eric Spieley asked if this meant the police department was not patrolling anymore or if they did not want to distribute tickets anymore. Mayor Kim asked for Police Director Michael Gardner to answer the question. Director Gardner stated that patrol units do go up by the high school as well as squad leaders, lieutenants, and sergeants helping to direct people on where to go. Director Gardner was told by the squad leader that his squad does it every time they are working, whether they do it once or twice a day he was unsure of and had to ask although from what he was told, his squad does cover that post and does drive around. Eric Spieley stated he did not see the police from his home most of the time. Mayor Kim asked for his address, and Mr. Spieley replied 329 East Columbia Avenue. Mr. Spieley specified there were about five different houses that had cars parked blocking their driveways, but no one was ever issued any tickets. Mr. Spieley asked if residents had to call up and alert, or was the police department supposed to stop during patrolling and issue tickets. Mayor Kim asked if his question was pertaining to if the police department was enforced. Eric Spieley answered yes it was. Mayor Kim asked Director Gardner if he could speak to the chief or whoever was in charge in order to ask about more enforcement in the area. Director Gardner asked for Mr. Spieley's address again, and Mr. Spieley repeated. Captain Gasparovich asked if these were mainly parking related issues. Eric Spieley answered yes. Captain Gasparovich stated there were traffic enforcement officers that would handle parking related issues. Mr. Spieley indicated he had never seen tickets on the cars. Captain Gasparovich assured they would bring it to their attention. Eric Spieley stated for example, on the day that the street sweeper cleaned the roads most recently, only two cars were given tickets when there were multiple others on the street that did not receive tickets. Mayor Kim began to ask, but stated to correct him if he was wrong, the traffic enforcement officers would go ahead of the sweeper to make sure the roads were clear of cars. Mayor Kim asked Mr. Spieley if he was saying the police department only ticketed some cars and not all. Eric Spieley responded that there were three cars parked on the road, two cars got tickets and one of them did not. There were other times where no one received a ticket when there were multiple cars parked on the road during sweeper days. Mayor Kim asked Director Gardner to make sure the traffic enforcement officers were honing in on that street due to the complaint. Eric Spieley stated it was not that one block that had these issues. He went on walks daily throughout the neighborhood and had witnessed cars parked in driveways blocking the sidewalks. Eric Spieley continued that it was just the same thing over, and over again. Mayor Kim apologized for the inconvenience and said they would check out East Columbia Avenue and make sure it was enforced. Councilman Min asked Mr. Spieley if he knew if the vehicles that did not receive tickets were his neighbors. Mr. Spieley stated it was different cars not getting ticketed. Mr. Spieley thought there was some activity taking place at the high school so it possibly had something to do with that. Someone from the public asked if the questions were open to everything. Mayor Kim replied, only the off-consent agenda. Mayor Kim requested a motion to close the public session. Councilman Min made a motion which was seconded by Councilwoman Jang. All joined in favor, none opposed.

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ADJOURN:

Mayor Kim requested a motion to close. Councilman Min made a motion seconded by Councilwoman Won-Yoon. All joined in favor, none opposed.

Attest:



Sophia H. Jang, RMC
Borough Clerk