

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

Work Session
of the Mayor & Council
January 13, 2025

Borough of Palisades Park
Work Session of the Mayor and Council
January 13, 2025

Mayor Chong Paul Kim opened the Work Session at 5:00 P.M.

STATEMENT:

This is a Work Session of the Mayor and Council, and notice was given as follows:

1. Notice was filed January 9, 2025 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
Councilman Kim	Present
Councilwoman Lee	Present
Councilman Min	Present
Councilman Shin	Present
Councilman Vietri	Absent
Councilwoman Won-Yoon	Present
Borough Attorney Scott Krumholz	Present
Borough Administrator Roberta Stern	Present

ADOPTION OF MINUTES:

Special Meeting of the Mayor and Council:	December 9, 2024
Executive Session of the Mayor and Council:	December 9, 2024
Work Session of the Mayor and Council:	December 16, 2024
Executive Session of the Mayor and Council:	December 16, 2024
Regular Meeting of the Mayor and Council:	December 30, 2024

Mayor Kim asked all councilmembers to look over these minutes and advise of any changes before the regular session.

INTRODUCTION OF ORDINANCE:

ORDINANCE 2025-7 Amending Chapter 292-2 Entitled Wedding and Civil Union Ceremonies Fees

Mayor Kim stated he hoped that councilmembers would support him in the decision. Mayor Kim had been earning \$150 per ceremony and planned to use all of it for the scholarship program for the school. Mayor Kim stated compared to other town, \$150 was on the lower end of the pricing, and \$200 was more of a reasonable price. Mayor Kim asked for the support of the councilmembers. Councilman Kim stated that he believed it to be a good price, and furthermore the money was going to scholarships. Mayor Kim asked if there were any questions from councilmembers but none arose. Mayor Kim requested a motion to close and open to the public. Councilman Min made a motion, which was seconded by Councilman Kim.

Public Participation for Ordinance 2025-7

When no one arose for comments or questions, Mayor Kim requested a motion to close and return to the work session. Councilman Kim made a motion which was seconded by Councilwoman Won-Yoon.

2nd READING/PUBLIC HEARING: First Reading at Reorganization Meeting, Second Reading Require at January Regular Meeting

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Mayor Kim stated they wouldn't have a public hearing for this but if councilmembers had any questions, they still had time to ask before the regular meeting took place. Mayor Kim stated this went for Ordinance 2025-1 through 2025-6.

- ORDINANCE 2025-1** Amending Chapter 123 Entitled Development and Affordable Housing, Article 3, Affordable Housing and Mandatory Set-Aside.
- ORDINANCE 2025-2** Establishing the Affordable Housing District 1 (AHD-1) and Regulating Development Requirements for Block 617, Lots 21, 22 & 23
- ORDINANCE 2025-3** Establishing the Affordable Housing District 2 (AHD-2) and Regulating Development Requirements for Block 420, Lot 16
- ORDINANCE 2025-4** Establishing the Affordable Housing District 3 (AHD-3) and Regulating Development Requirements for Block 617, Lot 16
- ORDINANCE 2025-5** Establishing the Affordable Housing District 4 (AHD-4) and Regulating Development Requirements for Block 613, Lot 18
- ORDINANCE 2025-6** Creating an Affordable Housing and Mixed-Use Development Overlay Zone (AHMUD)

DISCUSSION (ITEMS FOR CONSENT AGENDA)

- RESOLUTION 2025-35 Claims
- RESOLUTION 2025-36 Authorization of Interlocal Agreement (Re: Mutual Aid Plan & Rapid Deployment)
- RESOLUTION 2025-37 Appointing Fund Commissioner
- RESOLUTION 2025-38 Authorization of Enter Into a Shared Services Agreement with the County of Bergen for Information Technology Services
- RESOLUTION 2025-39 Authorization of Enter Into a Shared Services Agreement with the County of Bergen for Internet Services
- RESOLUTION 2025-40 Authorization to Expand Search for Affordable Housing Attorney
- RESOLUTION 2025-41 Authorization to Expand Search for Borough Public Defender
- RESOLUTION 2025-42 Authorization to Expand Search for Grant Consultant and Grants Administration Service
- RESOLUTION 2025-43 Authorization of Expand Search for Labor Counsel
- RESOLUTION 2025-44 Authorization of Expand Search for Planning Board Attorney
- RESOLUTION 2025-45 Authorization of Rent Leveling Attorney
- RESOLUTION 2025-46 Authorization of Special Attorney for Special Matters and Conflicts of Interest
- RESOLUTION 2025-47 Authorization to Expand Search for Pool Attorney
- RESOLUTION 2025-48 Authorizing Increased Contract Amount (Re: Caravella Demolition Inc.)
- RESOLUTION 2025-49 Acceptance of Resignation (Re: H.S. Kim)
- RESOLUTION 2025-50 Acceptance of Resignation (Re: A. Ahne)
- RESOLUTION 2025-51 Acceptance of Resignation (Re: R. Giacobone)
- RESOLUTION 2025-52 Hiring a Part-Time Employee as Municipal Housing Liaison and Administrative Agency (Re: D. Isabella)
- RESOLUTION 2025-53 Declaring an Emergency and Authorizing HVAC work (Re: Reiner Group Inc)

DISCUSSION: CONSENT AGENDA RESOLUTION 2025-35 THROUGH 2025-53.

Mayor Kim asked if there were any questions.

RESOLUTION 2025-35 Claims

Councilwoman Won-Yoon asked if they had the claims available. Borough Clerk Sophia Jang responded she wasn't provided the claims at that point in time. Mayor Kim asked the Borough Administrator to make sure that the claims are delivered on the work session which was the third week. Mayor Kim commented that he was aware it was technically the second week of the month but the council agreed that they should have the claims by the work session unless of an

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emergency. Roberta Stern commented that there were certain claims that were automatically paid in a timely fashion so that the borough didn't fall behind. Mayor Kim stated that they could also call the vendors and notify them that their payment cycle didn't go along with the borough approval period. If there was a problem with the date of payment, they could always talk to the vendor to have it modified. Mayor Kim asked if anyone had any more questions.

RESOLUTION 2025-48 Authorizing Increased Contract Amount (Re: Caravella Demolition Inc.)

Councilman Min stated he had a question regarding Resolution 2025-48 Borough Administrator Roberta Stern commented that the correction would be made before the next meeting.

Councilwoman Won-Yoon asked if this was the same company doing the demolition work just added on more money. Borough Attorney Scott Krumholz stated because of the condition of the building, the building was unsafe for access right now and there was asbestos that was still there. In order to demolish the building with the asbestos there, it required them to take additional steps to have a certain oversight in order to make sure the asbestos was being handled, treated, and removed properly which was an extra cost. Councilwoman Won-Yoon asked when the company was awarded the award, were they aware of the asbestos. Scott Krumholz stated it wasn't in the conditions. Borough Administrator Roberta Stern added on that the council had already rewarded a contract to another vendor for the abatement of the asbestos which they had done some of the work in the last month. The condition of the building was unsafe for their people to continue so they had to go to the demolition company which had done it in one step. Roberta Stern continued that the air quality people would still be doing the reports for the air quality during the process which is what they were being paid to do. The company would be doing the physical demolition, and Veolia would be coming the following day to shut the water off. Mayor Kim stated it was alright it was only January. He understood they wanted to get it done before the summer but the bottom line was, they wanted to create about 47 new parking spaces, and might consider adding Tesla chargers. Mayor Kim asked other councilmembers to consider that there was a vertical space that they might want to make, if possible, into a second level of parking lots, or second level of borough offices or affordable housing units that may be needed. Mayor Kim stated they would ask the architect when he draws it up. The first step was for the demolition to be completed, but because the pitch was so uneven they had to dig down to make sure the foundation was stable for parking lots or something else. Roberta Stern added on that they also had to consider there were five monitoring wells. Mayor Kim responded it was continuously being reported to the state. Councilwoman Won-Yoon asked if this was due to the environment. Mayor Kim stated there was a bus service center which left leaks along the ground. The borough did get approval from the state but did have to report periodically. Mayor Kim asked for any other questions

Borough Administrator Roberta Stern stated the award was not an emergency authorizing but it was a property that they received bids for and they were awarding the contract. Mayor Kim asked if it was approved. Roberta Stern stated it was the Caravella Demolition that they thought would be an emergency but its not because they weren't ready to do the work so the borough still had time to pass this.

**RESOLUTION 2025-53 Declaring an Emergency and Authorizing HVAC work
(Re: Reiner Group Inc)**

Borough Administrator stated that as for Reiner, the equipment was ready but this was also part of a bid that they were just awarding. Borough Attorney Scott Krumholz stated he thought that Chief Financial Officer Roy Riggiano had already paid it. Roberta Stern replied that Roy Riggiano realized he misspoke, and she thought she had already told Scott Krumholz that. Mayor Kim asked what the deal was with Resolution 2025-53. Roberta Stern stated the borough was awarding the company the bid to replace the heating units after the bidding. The price was under \$45,000 and they already had three bidders. Scott Krumholz asked which engineer reviewed the quote. Roberta Stern replied no engineer reviewed the quote, and that it was only the equipment so she did it herself with the building department. Scott Krumholz asked if that meant she didn't have an engineer provide a letter of any sort. Roberta Stern stated no, it was just two units on the second floor, a seven and a half, and a three. Mayor Kim asked if that was needed. Scott Krumholz replied no, he just liked to have the information. Roberta Stern stated

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she went over it with building official Tom O'Malley to make sure they were all on the same page because originally when they received the quotes they weren't for the same thing. Councilman Min stated procedure wise, anything over \$44,000 had to go through a proper bidding process and an engineer's report. Roberta Stern responded it depended on what it was, and it may not have been the engineer but the attorney. Scott Krumholz stated next they would review the process to make sure everything was fully compliant, and then they would be notified of the lowest bidder. Councilman Min stated in a situation like this, it was under \$44,000 which was why Roberta Stern handled it and not the borough engineer. Scott Krumholz stated he was correct. Mayor Kim stated this also was not an emergency. Roberta Stern responded it is and it isn't because the police department had no heat and it'd been going on for three months. Mayor Kim asked was it or was it not an emergency. Borough Clerk Sophia Jang stated it was not an emergency. Mayor Kim responded for the borough clerk to remove the word emergency work and authorize the work from the company. Roberta Stern added on to also award the contract to the company. Mayor Kim stated he understood it was very cold upstairs. Mayor Kim asked Scott Krumholz to explain the threshold of expenditures which was up to \$6,600 was management and day to day activities. Roberta Stern could sign off, and even Mayor Kim could sign off. Anything over \$6,600 but under \$17,500 needed three quotations presented with it and a professional services agreement could be created. Anything after \$17,500 needed three estimates and a bidding process. Roberta Stern stated three estimates up to \$44,000. Scott Krumholz explained that if it wasn't a professional services contract yet then it was fine. Roberta Stern stated the borough would only go to bid after \$44,000, and under \$44,000 required three quotes. Roberta Stern stated there were times where they could only be provided with two quotes even though the law required three quotes. Mayor Kim stated three quotes were always needed. Roberta Stern responded no at that point the borough would state that they were unable to obtain three quotes, and they had two quotes. Mayor Kim asked Scott Krumholz if that was okay. Roberta Stern responded yes, it would show the borough at least tried. Mayor Kim stated he learned new things every day. Councilman Min stated the difference was if they went over \$44,000, they needed to accept qualified bids. Roberta Stern stated he was correct and any other way was how they had unqualified people doing work. Mayor Kim asked for any other questions. Councilman Shin stated the quotation was dated December 11th, 2024 and asked why it wasn't handled in December if it was an emergency. Roberta Stern responded it wasn't an emergency. Mayor Kim explained they decided at the regular session they would get rid of authorizing emergency and change it to authorizing HVAC work. Scott Krumholz stated the Chief Financial Officer made a mistake in the communication to the council but there was a bid, three votes received, and the contract was just being awarded. Mayor Kim stated they considered it an emergency but it wasn't really an emergency. Roberta Stern stated they could consider it as an emergency because they had no heat. Mayor Kim asked for any other questions.

COUNCIL REPORTS

Mayor Kim asked before beginning, if all councilmembers were familiar with their roles. Councilwoman Won-Yoon reported that the library hired an interim director who had started that day. Mayor Kim asked for her name. Roberta Stern responded her name was Esperanza Pacheco. Councilwoman Won-Yoon added on that Esperanza had three to four years of director experience and had been working with various public libraries including Englewood, and Demarest. Scott Krumholz asked if she was interim to start. Councilwoman Won-Yoon stated that she was the interim director but she was definitely interested in the position of permanent director. Councilman Kim asked for her name. Roberta Stern repeated that her name was Esperanza Pacheco. Councilman Kim asked if the interim director had the proper certificates. Mayor Kim stated she did, and anyone had to have the proper certificates as a director. Mayor Kim asked Councilman Min if he wanted to add to that considering he was a part of the library board. Councilwoman Won-Yoon corrected that it was Councilwoman Lee that was a part of the library board. Councilwoman Won-Yoon stated the library also appointed a new attorney although they haven't found a full-time candidate yet for the position. Councilwoman Won-Yoon stated they had formed a personnel committee who was working on going through the list

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of candidates. The new president was Barnabas Soo, and a treasurer Hyunsuk Kim although they would have to change it because she had just resigned. Councilwoman Won-Yoon also mentioned that Anne Ahne was the administrative assistant for the whole board so she reminded all of them to utilize her time.

Councilman Kim didn't have anything to report.

Councilman Min reported that his committees for the year were the police department, fire department, OEM, finance department, recreation department, and swimming pool. Councilman Min stated the police department had their committee meeting that very morning and the fire department meeting would take place very soon. Councilman Min stated that during the police department committee meeting, they had mentioned the crossing guard service program. At that point in time, the crossing guards had been being handled in house which had costed a lot of issues when it came to scheduling, sick time, etc. especially because of the fact that there was a shortage in crossing guards. This new program would allow the borough to generate more employees because the program would handle all scheduling and manpower by themselves. Up until the, traffic enforcement officers had been also being utilized as crossing guards which the borough had also been paying for. Councilman Min stated if the borough implemented this program, traffic enforcement officers would be being utilized anymore which would ultimately bring revenue into the traffic department because they would have more time to focus on the traffic and meter parking. Councilman Min stated at that point they were trying to figure out if the program was going to be a good fit for the borough, and would keep all councilmembers posted on any updates. Mayor Kim thanked him for his diligent work, and time invested in the borough. Mayor Kim stated his ideology was during heavy traffic hours they would have someone placed in the crosswalks to show the borough cares about their safety, and also to reduce the car accidents. Mayor Kim stated he hoped that Councilman Min continued on this, and appreciated his support. Councilman Min responded that it involved money too. Roberta Stern began to say something but Mayor Kim asked if he could finish his statement first. Mayor Kim continued, he expected maybe three hours 5PM-8PM every single day during rush hours. This would be roughly 25 hours, and asked Councilman Min to figure that out. Mayor Kim stated he didn't expect it to be the whole day but during the rush hours it was important to have them present to show that the town cared about safety. Mayor Kim used surrounding towns as an example that they have people present during rush hours for the residents safety as well. Roberta Stern stated that she thought it was important to note going forward if Councilman Min did decide to go through with the program, that they would hire Palisades Park people first so they will not be disparaging the boroughs crossing guards but would be adding their own group of people. Councilwoman Won-Yoon asked for the name of the company. Councilman Min repeated crossing guard service something. Councilman Min also mentioned that they would also be looking into the total data from the police department to determine the times of the heavy traffic flow. Based on those factors, the company would schedule people based on need of manpower. Mayor Kim thanked him and stated it was a good idea.

Councilman Shin didn't have anything to report and stated he would make a report at the next meeting if needed. Mayor Kim stated the DPW was a big part of the budget, as well as the swimming pool. Councilman Shin stated he understood they were important. Councilman Min stated that the committee would schedule a meeting soon based on Councilman Shins recommendations considering he was the chair of the swim pool. Considering the season hadn't started yet they hadn't scheduled anything. Mayor Kim stated to consider something along the lines of winter wonderland. Mayor Kim continued that there were other towns that would freeze their swimming pools and would turn it into a skating rink for the season.

Councilwoman Lee stated she was appointed as the chair of school board again that year, and she did not have anything to report but would provide an update the following week.

ATTORNEY REPORT

Borough Attorney Scott Krumholz did not have anything to report.

BA REPORT

Borough Administrator Roberta Stern stated she didn't have anything to report specifically just the specific changes that were to be made to a few items already discussed.

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POLICE REPORT

Mayor Kim stated there was no police representative present. Mayor Kim didn't have anything to report but wished to start the new year fresh. He hoped for everyone to work together and mentioned the team he had that year was better than the year prior. Mayor Kim stated he appreciated the support of everyone and hoped that it continued.

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

PUBLIC PARTICIPATION

Mayor Kim invited members of the public to speak, but no one arose. Mayor Kim requested a motion to close the public session and return to the work session. Councilman Min made a motion seconded by Councilman Kim.

ADJOURN

Mayor Kim requested a motion to adjourn the work session. Councilman Kim made a motion which was seconded by Councilwoman Min.

Attest:



**Sophia H. Jang, RMC
Borough Clerk**