

Borough of Palisades Park  
Regular Meeting Minutes  
September 29, 2026

**1. CALL TO ORDER:**

Council President Sang Lee called the Regular Meeting to order

**2. STATEMENT:**

Council President Sang Lee read the statement of notice. The notice was filed on January 13, 2026, with The Record and the Newark Star Ledger, both official newspapers of the Borough. It was also posted on the Bulletin Board at Borough Hall and on the Borough website, and a copy is preserved in the Clerk's Office. The printed agenda describes the meeting as a "Work Session" in this statement, but the meeting convened was the Regular Meeting.

**3. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE:**

The Pledge of Allegiance and a moment of silence were observed.

**4. ROLL CALL:**

Present: Council President Lee, Councilman Donohue, Councilman Kwak, Councilman Shin, Councilwoman Won-Yoon, Borough Attorney, Borough Administrator.

Absent: Councilman Min.

**5. ADOPTION OF MINUTES:**

The Clerk asked whether the Council President Lee wished to Vote on the sets of minutes together or separately, and the Council President Lee answered, Let's do the whole.

April 28, 2026 Regular Meeting (Revised)

June 16, 2026 Executive Session (Summarized)

August 18, 2026 Work Session

August 25, 2026 Regular Meeting.

Motion to approve the minutes of the April 28, 2026 Regular Meeting (Revised), the June 16, 2026 Executive Session (Summarized), the August 18, 2026 Work Session and the August 25, 2026 Regular Meeting was made by member Donohue and seconded by member Kwak.

On roll call:

Yes-Councilmembers Donohue, Kwak, Lee, Shin and Won-Yoon.

Member Won-Yoon abstained from April 28, 2026, and August 25, 2026 Regular Meeting. The motion carried

Absent: Member Min.

## **6. EXECUTIVE SESSION:**

The Council President Lee asked for a motion to go into executive session.

Motion to enter executive session was made by member Kwak and seconded by member Donohue.

Borough attorney Allan Roth stated the reason for the Executive session was to discuss Negotiations with Dusai.

## **7. INTRODUCTION OF ORDINANCES:**

### **ORDINANCE 2026-27 An Ordinance Regarding "Officers and Employees of the Borough of Palisades Park not covered by Collective Bargaining, Benefits Section I - Benefits"**

The Clerk read the title of Ordinance 2026-27. The Borough Attorney offered comments on the revisions and began to say that the baseline would remain the same. After a brief mix-up about which section was being discussed, Ms. Stern and others confirmed that everyone had the latest revisions, including the health benefits change that had last been sent to the Clerk.

Ms. Stern Roberta Stern explained that the proposed ordinance revisions would not adversely affect current employees, confirming that the high-deductible health care changes would apply only to new employees. Most changes would take effect in January 2027.

Ms. Stern mentioned significant revisions to health benefits, work schedules, sick time, personal leave, holidays, and section numbering. He recommended distributing a red-line version showing all additions and deletions so the Council and public could review the changes before second reading.

Ms. Stern stated that the ordinance was not time-sensitive and that the revisions were intended to update outdated provisions and protect the Borough from future financial risks.

Ordinance 2026-27 was pulled from the agenda and will be placed on next month's agenda after the red-line version is circulated. The Borough Attorney clarified that the ordinance was pulled, not tabled. No vote was taken.

### **ORDINANCE 2026-28 Amending Chapter 247: "Sewers" of the Code of Palisades Park.**

The Clerk read the title of Ordinance 2026-28. The Council President Lee asked for questions or comments, and there were none.

Motion to introduce Ordinance 2026-28 was made by Donohue and seconded by member Kwak.

On roll call:

Yes-Councilmembers Donohue, Kwak, Lee, Shin and Won-Yoon.

Absent-Council Member Min

### **ORDINANCE 2026-29 An Ordinance of the Borough of Palisades Park entitled "Stormwater" Ordinance**

The Clerk read the title of Ordinance 2026-29. The Council President Lee asked for a motion to introduce the ordinance.

Motion to introduce Ordinance 2026-29 was made by Kwak and seconded by member Donohue

On roll call:

Yes-Councilmembers Donohue, Kwak, Lee, Shin and Won-Yoon.

Absent-Council Member Min

### **ORDINANCE 2026-30 Establishing 2026 Salary Ordinance Range for the Borough of Palisades Park**

The Clerk read the title of Ordinance 2026-30. The Borough Attorney said there were a couple typos to correct and that the rest remained the same. He recommended passing on first reading with the edits, with a final corrected version before the Council at second reading.

A council member asked for a red-line version. Ms. Stern said the Council President Lee and the Finance Committee had met and gone through the red line. She summarized the main changes including:

- DPW titles. The former titles "worker 1 through 12" were unnecessary. The department now has one title with two ranges, one for long-tenured employees and one for all new employees.
- Library positions. Five library positions that made no difference were collapsed into the same two ranges. A member asked whether the library board had discussed this. The Administrator answered that the Borough pays the library and holds its contract, and the library did not consult the Borough when it approved its own contract. She said the library's board does not have to approve the Borough's salary range.
- Code enforcement officer. The position will no longer be reported to the police department but to the building department, as agreed by the Police Department and the building department.
- Executive administrative assistant. The department secretary in the Administrator's office becomes a part-time executive administrative assistant, a position that was advertised.

Ms. Stern stated that the salary ranges would remain unchanged, except for previously discussed adjustments. The 3% increase included in the budget that was adopted had not yet been implemented, and she hoped to address it during the October meetings.

The Borough Attorney reviewed revisions to the salary ordinance, including adjustments to minimum-wage positions following the January 1 increase from \$15.23 to \$15.92 per hour. The department secretary range was converted to an hourly range, and DPW Labor positions were divided into DPW Labor 1 (\$40,000–\$85,000) and DPW Labor 2 (\$70,000–\$125,000), with Labor 2 serving as the promotional title. The overall DPW salary range remained \$40,000–\$125,000.

Additional changes included setting the 9-1-1 Coordinator minimum compensation at \$500 after consultation with the Police Chief, consolidating duplicate Traffic Officer titles, and correcting employee departmental classifications without changing salary amounts. Section 2 was also updated to reflect the new minimum wage for employees who are not full-time or covered by a contract.

The Attorney identified three typographical corrections, which the Administrator confirmed:

- The Borough Clerk's salary should be \$150,000, not \$160,000.
- The aide to the Council President Lee should read \$15,000, not \$20,000.
- The part-time administrative assistant should read \$30 to \$50 hourly, not annually.

Discussion was held about the ranges that were so large, for example \$85,000 to \$150,000, and whether that was to give hiring discretion. The Borough Attorney said yes, because contracts allow for ranges and experienced candidates, such as a CDL driver holding multiple certifications, are worth

more. He said a narrow range would make it impossible to attract experienced people. He asked the Council to pass the ordinance on first reading and promised everyone a red line copy the next morning, including the three corrections.

Motion to introduce Ordinance 2026-30 was made by Kwak and seconded by member Donohue

On Roll call:

Yes-Councilmembers Donohue, Kwak, Lee, Shin and Won-Yoon.

Absent-Council Member Min

## **8. 2nd READING AND ADOPTION OF ORDINANCES:**

### **ORDINANCE 2026-22 Revising existing Ordinance to incorporate Berkley Palisades Project included in the Housing Element and Fairshare Plan**

Motion to open the meeting to the public on Ordinance 2026-22 was made by member Kwak and seconded by member Donohue. The motion carried.

The Council President Lee allowed three minutes for questions and comments, and there were none.

Motion to close the public portion was made by member Donohue and seconded by member Kwak. The motion carried.

Motion to adopt Ordinance 2026-22 on second reading was made by member Donohue and seconded by member Kwak.

On roll call:

Yes-Councilmembers Donohue, Kwak, Lee, Shin and Won-Yoon.

Absent-Council Member Min

### **ORDINANCE 2026-23 Establishment of Ordinance for Proper Management of Residential Yard Waste in the Borough of Palisades Park**

The Clerk read the title of Ordinance 2026-23. The public portion was opened, and the Council President Lee allowed three minutes. No members of the public spoke. Council President Lee asked for, a motion to close the public portion.

Motion to adopt Ordinance 2026-23 was made by member Donihue and seconded by member Kwak.

On Roll call:

Yes-Councilman Donohue, Kwak, Lee, Shin and Won-Yoon.

Absent member-Min

### **ORDINANCE 2026-24 An Ordinance to Prohibit the feeding of Unconfined Wildlife in any Public Park or on any other Property owned or operated by the Borough of Palisades Park**

The Clerk read the title of Ordinance 2026-24. Council President Lee opened the public portion, and allowed three minutes to speak. No members of the public spoke, and the public portion was closed.

Motion to adopt Ordinance 2026-24 was made by member Donohue and seconded by member Kwak.

On Roll call:

Yes-Councilman Donohue, Kwak, Lee, Shin and Won-Yoon.

Absent member-Min

**ORDINANCE 2026-25** An Ordinance to establish Requirements for the proper disposal of Pet Solid Waste in the Borough of Palisades Park

The Clerk read the title of Ordinance 2026-25. Council President Lee opened the public portion and allowed three minutes to speak. No members of the public spoke, and the public portion was closed.

Motion to adopt Ordinance 2026-25 was made by member Donohue and seconded by member Kwak.

On Roll call:

Yes-Councilman Donohue, Kwak, Lee, Shin and Won-Yoon.

Absent member-Min

**ORDINANCE 2026-26** An Ordinance to Prohibit Illicit Connections to the Municipal Separate Stormwater System(s) operated by the Borough of Palisades Park.

The Clerk read the title of Ordinance 2026-26. Council President Lee opened the public portion, and allowed three minutes to speak. No members of the public spoke, and the public portion was closed.

Motion to adopt Ordinance 2026-26 was made by member Kwak and seconded by member Donohue.

On Roll call:

Yes-Councilman Donohue, Kwak, Lee, Shin and Won-Yoon.

Absent member-Min

#### **OFF CONSENT AGENDA:**

Resolution 2026-256 Approval of Liquor License Transfer - 400 Broad Ave

Resolution 2026-257 Approval of Liquor License Transfer - 520 Bergen Blvd

The above Resolutions were voted on at the Work Session.

#### **9. CONSENT AGENDA:**

The Clerk read Resolutions 2026-258 through 2026-272. Council President Lee then asked for comments.

Payment of Claims (Resolution 2026-258): Councilman Shin questioned the auditor charges and delayed payments for prior-year invoices. Ms. Stern explained that the claims included outstanding bills for the former auditor and that some payments had been delayed due to vendors not receiving checks. She stated that the CFO would provide details regarding the amounts and accounts charged. Councilman Shin emphasized the need to enforce the Borough's established vendor payment procedures, and Council President Lee requested that procedures be reviewed to prevent similar delays in the future.

Councilman Shin noted that the resolution contained an incorrect reference to Commercial and an outdated project reference number. The Borough Attorney recommended a friendly amendment to correct the wording throughout the resolution and update the project reference number. The Council accepted the amendment.

Councilman Shin questioned approving payment before work begins, noting that no work had been completed on Commercial Avenue. Ms. Stern explained that the project was postponed until spring to allow PSE&G to complete gas work and the roadway to settle. The resolution authorizes Colliers Engineering's scope of services, with fees capped at \$28,500, and invoices will be submitted once work begins and processed through the claims list. The Borough Attorney confirmed that the amount is within the project's remaining budget. Ms. Stern stated that the project costs approximately \$279,000, with \$58,000 in CDBG funding and the balance covered by a bond ordinance adopted last year.

Council member Kwak clarified that the Chamber's sidewalk sale was scheduled for October 1–3 along Broad Avenue in front of participating businesses and would run concurrently with the Borough's Street Festival, which had been rescheduled for the following week. Participating merchants would remain in front of their businesses, and no road closures were requested. The Chamber had a rain date, while the Borough's festival would be canceled in the event of heavy rain rather than rescheduled to avoid inconveniencing vendors and performers.

Motion to approve the Consent Agenda, Resolutions 2026-258 through 2026-272, with the amendment mentioned was made by member Donohue and seconded by member Kwak. On Roll call:

Yes: Councilmembers Donohue, Kwak, Lee, Won Yoon, Shin.

Council member Won-Yoon voted No with Resolution 2026-258

Councilmembers Shin and Won-Yoon voted No on Resolutions 2026-271

Absent: Member Min.

## 10. COUNCIL REPORTS

Council President Lee asked if any Councilmembers had any reports.

Councilman Donohue reported that two ceremonies were held the previous Friday, and that they were "very nice, well attended events."

Councilman Kwak reported with the following:

- The Street Festival is scheduled for Saturday, October 3. He thanked the recreation team, the Chiefs of Police and Fire, DPW, Ms. Stern and the Council President Lee for their coordination.
- The Trunk or Treat will be held on Broad Avenue, which will be closed to traffic. It was stated as October 27. About 1,000 people attended last year.
- The September 11<sup>th</sup> memorial went incredibly, incredibly well. He thanked the Police Chief, the Fire Chief, DPW and administrative staff.
- A beta test has begun of a mobile app for reporting problems such as potholes, sidewalk issues and faulty lights. The aim is to relieve DPW of calls and to track requests systematically. Residents will verify with an email address, and the app will be integrated into the Borough website.
- Hometown Heroes banners will go up along Broad Avenue. The program had been waiting 10 to 15 years. Residents with service members were urged to submit paperwork for next year's cycle.
- The 9-11 memorial plaques will carry QR codes that link to memorials for each victim's family.
- The library has a heavy schedule of children's, senior, adult, educational and language programs, and facade renovations are planned.

- The pool had a wonderful season including a dog swim day with treats donated by a local business.

Councilman Shin reported on the following:

- Street Sweeping: 21 days.
- Park/ Lawn Cutting: 27 cuts, various locations including Pool, 9-11 Memorial, Glen Ave, and Depot Place & etc.
- Tree/ Branch Removal-trimmed - cut: 15 minor / major trim / cut mix
- Signs/ fixed/ replace/installed/ordered: 4 Signs Fixed+ installed Traffic & Parking signs on Roff Ave
- Metal Goods Collection: 108 Electronics Collection: 72
- Appliances Collection: 149 Sewer Calls: 6 Pothole Repairs: 8 pothole repairs.
- Major patch work done at Garage, fixed cracked Floor. (3 Tons Patch used+ patched 169 Roosevelt+ Bellview potholes.
- Painted Yellow Line on corners Broad Ave./ W. Harriet + 7 parking spaces+
- Handicap Space on Sunset & Grantwood+ Yellow Corners & Crosswalk Lines from E. Palisades to E. Ruby on Broad Ave.
- Filled in concrete in 9-11 Memorial flower bed crack.
- Checked & Fixed noisy manhole cover at Brinkerhoff/ 5<sup>th</sup>+ Grand / Oakdene Ave. + 239 5<sup>th</sup> Street.
- Cleaned & Repaired Catch Basins on E. Harriet Ave.
- Pick Up Garbage & cleaned Broad Ave+ Borough Building daily.
- Pick up Garbage & open & clean bathrooms in all Parks.
- Cleaned & placed river rocks at Bellview Parking Lot for Grand Opening.
- Removed large Bee-Hive on 2<sup>nd</sup> Street/ Central Blvd.
- Install- Switch Road & Parking Signs at Roff Ave for Two Way Traffic Opening.
- 13<sup>th</sup> street bench area trash pick up.
- Northwood Way- bush whacked.
- Fixed Columbus Park Light Fixture.
- Install Home Town Hero Banners on Broad Ave.

## **11. ATTORNEY REPORT**

No Report

## **12. BOROUGH ADMINISTRATOR REPORT**

No Report

## **13. POLICE REPORT**

The Police Chief reported on the following:

- A grant-funded impaired-driving enforcement campaign ran from August 19 through September 7. It produced 218 summonses and other warnings and arrests, with some figures unclear in the recording.
- The Department held a safety assembly for the new school year.
- A report was received of a man with a handgun near schools in the area, and a shelter-in-place was initiated. The three Class III special officers, each assigned to one of the schools, helped move children off the field and into safety. The Chief said this freed detectives and officers to review video footage. About 60 minutes later it was determined that no such incident had occurred and that it was a false alarm. The Chief said that "having the class 3 specials is tremendously important," and the process worked pretty seamlessly.

- The Department is planning for roughly 1,000 attendees at the Halloween event.
- The Department is working with an official on pedestrian push-button crossing signs that trigger flashing LEDs in both directions.
- The Department received a \$15,000 grant, details of which were unclear.
- An officer is providing opioid-related training. The Department has handled approximately 19,000 incidents to date.

#### **14. ENGINEERS REPORT**

#### **15. PUBLIC PARTICIPATION**

Motion to open the meeting to public comment was made by Donohue and seconded by Kwak. The motion carried.

Council President Lee asked each speaker to state their name and address and limited speakers to three minutes.

Adam Representative of Palisades Park LLC. The speaker appeared for the redevelopment representative and placed an objection on the record to the Redevelopment Agreement approved in Resolution 2026-271. The objection concerned Section 5.3, a prevailing party attorney's-fees clause. He said New Jersey's standard rule is that parties pay their own fees, with limited exceptions, and that the redeveloper had objected to the clause several times during negotiations. The speaker said the redeveloper was reserving his rights and may decline to sign the agreement or object to the Borough's certification. The speaker said it was asking the court to delay Friday's hearing by one month, and that "we haven't made a decision on exactly how to proceed because we're just told today that it's going to stay in there."

The Borough Attorney interjected that the matter was in litigation and that the Borough should not comment anything he says, we can use the court... I strongly recommend not commenting. Council President Lee concurred that the matter should be handled counsel to counsel, saying I recommend not to say it."

Resident Ernst Beerly raised concerns about the new street sweeper not operating consistently and fallen Bradford pear debris remaining uncollected near his property. He recommended delegating operation of the sweeper to other DPW employees and asked about its suction capacity compared with the previous equipment and the lack of water used for dust control. Ms. Stern thanked the resident and said she would follow up with the DPW Superintendent, noting that other employees were being trained to operate the sweeper.

Mr. Beerly also asked about what he called a "two tier system" at DPW. The Borough Attorney said there is none and clarified that the DPW Labor 1 and 2 split reflects a promotion, "just like you have an officer and a sergeant." He said the goal is to entice employees to stay and to promote them to a higher salary. He added that the new contract includes a clause to encourage more employees to obtain CDLs.

A resident raised concern about adjacent property, including an abandoned car and other conditions, with two children in the household. Ms. Stern confirmed receipt of the resident's earlier email, said it was on the borough's radar, and said she would follow up, violations had been issued and were being addressed, with some delay due to the situation.

Council President Lee asked that the issue be prioritized and that the resident be updated on progress.

Motion to close public participation and return to the regular meeting was made by member Kwak and seconded by member Donohue. The motion carried.

## 16. ADJOURNMENT

Motion to adjourn the meeting was made by Kwak and seconded by Donohue.

The motion carried, and the meeting was adjourned at 8:35 PM.

CERTIFIED TO BE A COPY OF MINUTES APPROVED AT THE MAYOR AND COUNCIL MEETING  
HELD ON OCTOBER 27, 2026.

*Laura Borchers, RMC, CMR*  
Interim Borough Clerk.