

MINUTES
BOROUGH OF NORWOOD
MAYOR AND COUNCIL
WORK SESSION
APRIL 26, 2023
7:00 PM
MAYOR BARSA

COUNCILMAN ASCOLESE	COUNCILMAN BRIZZOLARA
COUNCILMAN CONDOLEO	COUNCILMAN FOSCHINO
COUNCIL PRESIDENT HAUSMANN	COUNCILMAN KIM

The Public Meeting of the Mayor and Council of the Borough of Norwood was held at Borough Hall on the above date.

Mayor Barsa called the meeting to order at 7:01 PM and led those in attendance in a salute to the American Flag and asked for a moment of silence.

Mayor Barsa stated:

“Adequate notice of this meeting has been provided in accordance with the Open Public Meeting Law, P.L. 1975, Ch. 231, setting forth the time, date, place and purpose of this Public Meeting through a legal notice published in the Record and Star Ledger, filing a copy in the Borough Clerk’s office, and posting on the bulletin board.”

ROLL CALL OF THE COUNCIL

Roll Call:	Mayor Barsa	Present
	Councilman Ascolese	Present
	Councilman Brizzolara	Present
	Council Condoleo	Present
	Councilman Foschino	Present
	Council President Hausmann	Present
	Councilman Kim	Present

CONSENT AGENDA

Matters listed below are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed.

Approval of the Following Minutes:

April 12, 2023, Mayor & Council Meeting

Approval of the following Resolutions:

2023:95 Resolution for Summer Camp Counselor Hires

2023:96 Resolution Authorizing the Hiring I-M Cleaning, Inc. for the Cleaning of
Borough Hall & Triplex Buildings

2023:97 Payment of Vouchers

Mr. Corrison advised the Council that it is not necessary to advertise for the position of summer camp counselors. Mr. Corrison spoke with Mr. Fede and Mr. Rodgers, Borough Attorney for the Village of Ridgewood, who advised there is no specific law that states employment opportunities must be advertised. Mr. Corrison recommends employment opportunities be treated as public contracts. Any job with a salary under the bid threshold of a public contract does not need to be advertised. If a salary is over the bid threshold of \$44,000.00 the employment opportunity should be advertised.

It was moved by Council President Hausmann and seconded by Councilman Brizzolara to approve the Consent Agenda and that the 04/12/2023 Mayor & Council Meeting minutes be approved for content and release. In the roll call vote, all Council Members voted in favor of the motion.

ITEMS FOR DISCUSSION

2023:98 Resolution Authorizing the Award of a Non-Fair and Open Contract with
Pierce-Eagle Equipment for the Sewer Vac Truck Repairs in the Amount of \$30,000:

Councilman Foschino explained that the sewer vac truck was originally scheduled to have approximately \$12,000 worth of repairs made to the pipes and hoses but while an inspection of the inside of the tank was conducted it was found to be rotted. The tank repair would cost an additional \$17,000.00. The truck itself is in overall good condition. A new sewer vac truck would sell for \$700,000.00. This is a necessary piece of equipment for the Borough as it cleans the sewers, storm drains and pump stations. The truck is useless without the tank.

It was moved by Councilman Ascolese and seconded by Councilman Condoleo to approve Resolution 2023:98 Authorizing the Award of a Non-Fair and Open Contract with Pierce-Eagle Equipment for the Sewer Vac Truck Repairs. All Council Members voted in favor of the motion.

Municipal Court Staffing:

Mayor Barsa stated that there is now a vacancy in the court and the position needs to be filled. He advised the Council that there is an agreement with the Haworth Certified Court Administrator, and he feels the best transition would be to hire that person as the part-time Certified Court Administrator for Norwood at a rate of

\$500.00 per month. The court would also need to hire a part-time violations clerk, to work ten (10) hours per week, at a salary to be determined, to handle the day-to-day operations of the office. Mr. Corrison suggested contacting the Municipal Court Administrators Association of New Jersey regarding the violations clerk position.

A motion was moved by Councilman Ascolese and seconded by Council President Hausmann to approve the hiring of the Haworth Certified Court Administrator as the Norwood part-time Certified Court Administrator and begin the process to hire a violations clerk. All Council Members voted in favor of the motion.

Borough Administrator/Clerk Report:

Mr. Padovano informed the Council of a program that is offered by the County Health Department called the Employee Assistance Program. In years past, this program was part of the shared service agreement offered by the Bergen County Health Department. The cost of the program is based on the number of employees in the municipality. For Norwood, the cost of the program would be approximately \$2,000.00. The program is confidential and there is no way to know who, if anyone, participates in the program. Councilman Ascolese asked Mr. Padovano if he could find out the number of Norwood employees that utilize this program.

A motion was moved by Council President Hausmann and seconded by Councilman Brizzolara to participate in the Bergen County Health Department Employee Assistance Program for 2023. All Council Members voted in favor of the motion.

Borough Engineer Report:

Mr. Loverich gave the Council an update on the swim club work. The concrete work has been completed. The remaining landscaping should be finished in about a week. On April 24th, under the 2022 Road Program, Walnut Street was milled. The paving should take place on May 1st with striping to follow a few days later. The fire department parking lot was milled today and will be paved on Friday, with striping following a few days later. The drainage improvements to Summit Avenue should be happening in May and the Livingston and Broadway crosswalks were submitted back to the county. The paving of the Northwoods finger streets is scheduled to begin on May 1st and should take about forty-five (45) days to complete. The paving of Hemlock will be completed once the finger streets are done. DEP is still reviewing the plans for the sidewalks.

Borough Attorney Report:

An answer has been filed in the matter of the Jones Court subdivision. The next step is to wait for the response.

PUBLIC COMMENT

Mayor Barsa asked for a motion to open the meeting to the public. The motion was forwarded by Councilman Ascolese and seconded by Councilman Brizzolara. All council members voted in favor of the motion.

Mayor Barsa asked for a motion to close the meeting to the public. The motion was forwarded by Councilman Ascolese and seconded by Councilman Brizzolara. All council members approved the motion.

CLOSED SESSION

2023:99 Approval of Resolution Authorizing the Council to Proceed in Closed Session – Employment Matters

Motion by Councilman Condoleo, second by Councilman Ascolese, and unanimously agreed that 2023:99 Approval of Resolution Authorizing the Council to Proceed in Closed Session – Employment Matters be approved. The meeting was temporarily adjourned to Closed Session at 7:35 PM.

RETURN TO OPEN

The meeting resumed in open session at 9:05 PM.

Mayor Barsa made the recommendation to hire Eric Schuck as the Norwood DPW Assistant Director at a yearly salary of \$87,500.00. It was moved by Councilman Condoleo and seconded by Councilman Ascolese to approve the hiring of Eric Schuck as the Norwood DPW Assistant Director at a yearly salary of \$87,500.00. In the roll call vote, all Council Members voted in favor of the motion.

ADJOURNMENT

Mayor Barsa asked for a motion to adjourn. The motion was forwarded by Council President Hausmann and seconded by Councilman Brizzolara. All council members present approved the motion.

Meeting was adjourned the meeting at 9:06pm.

Respectfully submitted,

Jordan Padovano
Borough Clerk