

BOROUGH OF EAST NEWARK COUNTY OF HUDSON, STATE OF NEW JERSEY  
MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOROUGH COUNCIL  
DATE: FEBRUARY 14, 2024  
TIME: 6:30 PM

**ORDER OF BUSINESS**

**CALL MEETING TO ORDER**

The Regular Meeting of the Mayor and Council of the Borough of East Newark was called to order at approximately 6:30 P.M., by Borough Clerk Dr. Cosmo A. Cirillo.

**MEETING NOTICE STATEMENT** - As presiding officer of this Regular Meeting of the Mayor and Council of the Borough of East Newark, held on February 14, 2024 at 6:30 P.M., I do hereby publicly announce, and I direct that this announcement shall be placed in the minutes of this meeting, and that the Notice requirements provided for in the "Open Public Meetings Act" have been satisfied. Notice of this meeting was properly given to the Borough Council by Resolution. Said notice was transmitted by the Borough Clerk to the Jersey Journal and Star Ledger and publicly posted on the Borough Website, Municipal Bulletin Board and filed with the office of the Borough Clerk.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present: Councilwoman Diaz  
Councilman Graham  
Councilwoman Evaristo  
Councilman Reis  
Councilman Sheehan  
Councilwoman Zincavage  
Mayor Grilo

Absent: None

Also in attendance: Dr. Cosmo A. Cirillo, Borough Clerk  
Mr. Fred Confessore, Borough Administrator  
Mr. Michael Cifelli, Borough Attorney

**CAUCUS DISCUSSION**

- A. Andre Bezerra – Medical Essential Diagnostics (75 Lane Road, Unit 202, Fairfield, NJ)
  - a. Gave overview of Save My Life Program and encouraged Borough employees to take advantage of the program which offers complete and inclusive testing
- B. COVID Update – *Mayor Grilo*
- C. St. Patrick’s Day Flag Raising and Parade Update – *Mayor Grilo*
- D. Easter Bunny Hop Photo Op Update – *Mayor Grilo*
- E. Hall of Fame Inductions – Two East Newark Inductees – *Mayor Grilo*
- F. Monthly Senior Meeting Update – *Councilwoman Evaristo*
- G. Senior Food Program Update – *Mayor Grilo*

- H. ESL Class Update – *Mayor Grilo*
- I. Passaic Avenue Lot – *Councilman Reis*
- J. East Newark Town Center Update – *Mr. Confessore*
- K. Combined Sewer/PVSC Update – *Mayor Grilo*

**CONSENT AGENDA - RESOLUTIONS**

The consent agenda consisted of Resolutions 20-24, 21-24, 22-24, 23-24, 24-24, 25-24, 26-24, 27-24, 28-24 and 29-24.

**A motion was made by Councilman Graham, second by Councilman Reis, to adopt the consent agenda as established. The motion was adopted by the following votes.**

Ayes: Diaz; Evaristo; Graham; Reis; Sheehan; Zincavage  
 Nays: None  
 Abstain: None  
 Absent: None

- A. Resolution 20-24 – Resolution approving the minutes of the January 3, 2024, Reorganization Meeting of the Mayor and Council of the Borough of East Newark

Resolution # 20-24  
 2-14-2024

BOROUGH OF EAST NEWARK  
COUNTY OF HUDSON, STATE OF NEW JERSEY

RESOLUTION APPROVING THE MINUTES OF THE JANUARY 3, 2024,  
 REORGANIZATION MEETING OF THE MAYOR AND COUNCIL  
 OF THE BOROUGH OF EAST NEWARK

WHEREAS, copies of the minutes of the following meeting of the Mayor and Council of the Borough of East Newark have been provided to the members of Council and reviewed.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of East Newark, in the County of Hudson, State of New Jersey that the minutes of the January 3, 2024, Special Meeting be and are hereby approved.

B. Resolution 21-24 – Resolution approving the minutes of the January 25, 2024, Special Meeting of the Mayor and Council of the Borough of East Newark

Resolution # 21-24  
2-14-2024

BOROUGH OF EAST NEWARK  
COUNTY OF HUDSON, STATE OF NEW JERSEY

RESOLUTION APPROVING THE MINUTES OF THE JANUARY 25, 2024, SPECIAL MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF EAST NEWARK

WHEREAS, copies of the minutes of the following meeting of the Mayor and Council of the Borough of East Newark have been provided to the members of Council and reviewed.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of East Newark, in the County of Hudson, State of New Jersey that the minutes of the January 25, 2024, Special Meeting be and are hereby approved.

C. Resolution 22-24 – Approving the payment of bills and issuance of checks for the period through February 14, 2024, in the amount of \$556,081.42

Resolution # 22-24  
2-14-2024

BOROUGH OF EAST NEWARK  
COUNTY OF HUDSON, STATE OF NEW JERSEY

RESOLUTION AUTHORIZING PAYMENT OF BILLS AND THE ISSUANCE OF CHECKS FOR THE PERIOD THROUGH FEBRUARY 14, 2024, IN THE TOTAL AMOUNT OF \$556,081.42

WHEREAS, certain bills which are contained on the bills list which is annexed hereto and incorporated herein have been submitted to the Borough of East Newark for payment; and

WHEREAS, pursuant to N.J.S.A. 40A:5-16, it has been certified to the governing body that the goods and services for which said bills were submitted have been received by or rendered to the Borough of East Newark; and

WHEREAS, the Chief Financial Officer of the Borough of East Newark has certified to the governing body that there are funds legally appropriated and available in the budget for the payment of said bills and that the said payment will not result in the disbursement of public monies or in the encumbering of same in excess of the 2023 and/or 2024 appropriation for said purpose.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of East Newark, in the County of Hudson, State of New Jersey, that it hereby authorizes the Chief

Financial Officer and the designated signatories to sign checks in payment of the bills set forth in the annexed schedule.

D. Resolution 23-24 – Authorizing Agreement with Prime Healthcare Services – Saint Claire’s Health, LLC for BLS Ambulance Services

Resolution # 23-24  
2-14-2024

BOROUGH OF EAST NEWARK  
COUNTY OF HUDSON, STATE OF NEW JERSEY

AUTHORIZING AGREEMENT WITH PRIME HEALTHCARE SERVICES – SAINT  
CLAIRE’S HEALTH, LLC FOR BLS AMBULANCE SERVICES

WHEREAS, Prime Healthcare Services – Saint Claire’s Health, LLC desires to provide Basic Life Support Services (hereinafter referred to as “BLS Ambulance Services”) during emergency responses; and

WHEREAS, Prime Healthcare Services – Saint Claire’s Health, LLC is duly licensed in the State of New Jersey to provide BLS Ambulance Services and has the necessary equipment, training, expertise, and professional certifications, and licenses to provide such services; and

WHEREAS, the Mayor and Borough Administrator have recommended Prime Healthcare Services – Saint Claire’s Health, LLC to provide BLS Ambulance Services for the Borough of East Newark at no cost.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of East Newark, in the County of Hudson, State of New Jersey, that the Mayor and/or Borough Administrator are hereby authorized to execute an agreement with Prime Healthcare Services – Saint Claire’s Health, LLC for BLS Ambulance Services.

E. Resolution 24-24 – Authorizing Appointment of Municipal Prosecutor for the 2024 Calendar Year

Resolution # 24-24  
2-14-2024

BOROUGH OF EAST NEWARK  
COUNTY OF HUDSON, STATE OF NEW JERSEY

RESOLUTION AUTHORIZING APPOINTMENT OF  
MUNICIPAL PROSECUTOR FOR THE 2024 CALENDAR YEAR

WHEREAS the Borough of East Newark ("Borough") conducted a Request for Qualifications ("RFQ") for various professional services to be provided for the Borough during the 2024 calendar year as a fair and open process; and

WHEREAS the following professional service vendors all submitted qualification statements to the Borough for consideration; and

WHEREAS the Mayor after reviewing the qualification statements and based on other factors; including, but not limited to: skill, expertise, experience and knowledge of the subject area has selected the following professional services vendors to serve as Borough professionals for the 2024 calendar year.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council for the Borough of East Newark that the following vendors are appointed and authorized to represent the Borough of East Newark during the 2024 Calendar Year:

**Professional Service**

**Appointed Vendor**

Municipal Prosecutor  
Not to exceed: \$10,000

Kenneth J. Lindenfesler, Esq.

BE IT FURTHER RESOLVED that said appointed shall be effective from January I, 2024 through December 31, 2024, or until their successors are appointed and qualified (whichever is later in time); and

BE IT FURTHER RESOLVED that the fees for the services to be provided shall be approved by the Mayor after consultation with the Borough Administrator and the Borough Attorney; and

BE IT FURTHER RESOLVED that the appointed professional services vendors may have to execute a contract in a form approved by the Borough Attorney.

- F. Resolution 25-24 – Authorizing Agreement with BASF Corporation for Ecological Restoration Project

Resolution # 25-24  
2-14-2024

RESOLUTION AUTHORIZING AGREEMENT WITH  
BASF CORPORATION FOR ECOLOGICAL RESTORATION PROJECT

WHEREAS, BASF Corporation (“BASF”) is the owner of real property within the Borough of East Newark located at One Central Avenue, East Newark; and

WHEREAS, the Mayor and Council adopted Resolution 18-21 on January 20, 2021 accepting a donation from BASF for the Ecological Restoration Project.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of East Newark, in the County of Hudson, State of New Jersey, that the Mayor and/or her designee are hereby authorized to execute any agreement, easement or any other document necessary to complete the donation and transfer of the park.

- G. Resolution 26-24 – Authorizing and Approving a Shared Services Agreement between the Town of Guttenberg and the Borough of East Newark for Animal Control, Borough Clerk, Financial Administration, and Payroll Services

Resolution # 26-24  
2-14-2024

BOROUGH OF EAST NEWARK  
COUNTY OF HUDSON, STATE OF NEW JERSEY

AUTHORIZE AND APPROVE A SHARED SERVICES AGREEMENT BETWEEN THE  
TOWN OF GUTTENBERG AND THE BOROUGH OF EAST NEWARK FOR ANIMAL  
CONTROL, BOROUGH CLERK, FINANCIAL ADMINISTRATION, AND PAYROLL  
SERVICES

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et. seq. permits municipalities and other local units to enter into Shared Services Agreements with other governmental units by adoption of a Resolution authorizing such shared services; and

WHEREAS, it is in the best interest of the Borough of East Newark (“Borough”) and the Town of Guttenberg (“Town”) to enter into a shared services agreement for the positions of part time Municipal Clerk, Registrar of Vital Statistics, Chief Financial Officer, Qualified Purchasing Agent, Payroll and Animal Control Officer as such municipalities are local units as defined by N.J.S.A. 40A:65-3; and

WHEREAS, the Mayor and Council of the Borough of East Newark recognize that by entering into a shared services agreement with the Town of Guttenberg for such shared services, as more particularly described in the Shared Services Agreement, is mutually beneficial to both municipalities; and

WHEREAS, such Agreements are encouraged by the Uniform Shared Services and Consolidation Act, N.J.S.A., et seq, in order to assist local governments in New Jersey to reduce costs and improve service delivery.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of East Newark, County of Hudson, State of New Jersey that:

1. The above recitals are incorporated herein as though fully set forth at length.
2. The Mayor and/or her designee is hereby authorized and directed to execute separate Shared Services Agreement with the Town of Guttenberg for the services of Municipal Clerk, Registrar of Vital Statistics, Chief Financial Officer, Qualified Purchasing Agent, Payroll and Animal Control Officer, for a two-year term, beginning on January 1, 2024 and ending on December 31, 2025, in accordance with the terms and provisions set forth in the agreement to be executed between the Town of Guttenberg and the Borough of East Newark for such services as may be acceptable to the Borough as evidenced by the Mayor and/or her designee's signature thereon, consistent with the terms of this resolution.
3. A copy of the agreement shall be filed with the Borough Clerk and shall be open for public inspection at the Borough Hall Building upon adoption of this resolution.
4. The agreement shall take effect upon the lawful adoption of the requisite resolutions by all parties thereto.
5. A copy of the Agreement shall be sent to the Town of Guttenberg and State of New Jersey, Division of Local Government Services in the Department of Community Affairs.
6. This resolution shall take effect immediately upon adoption according to law.

H. Resolution 27-24 – Authorizing the Refund of Monies Paid to the Borough for Wedding/Marriage Ceremonies

Resolution # 27-24  
2-14-2024

BOROUGH OF EAST NEWARK  
COUNTY OF HUDSON, STATE OF NEW JERSEY

RESOLUTION AUTHORIZING THE REFUND OF MONIES PAID TO THE  
BOROUGH FOR WEDDING/MARRIAGE CEREMONIES

WHEREAS, an overpayment has been identified by Borough Officials for fees paid for a wedding/marriage ceremony; and

WHEREAS, the Mayor and Borough Registrar of Vital Statistics deem that it is in the best interests of all concerned to refund the monies paid as fees for the marriage ceremony.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of East Newark, County of Hudson, State of New Jersey that the following individuals receive refunds for the amounts specified:

<u>Name &amp; Address</u>	<u>Amount</u>
<b>Juan Saldanas &amp; Veronica Celi</b> <b>509 Central Avenue</b> <b>Harrison, NJ 07105</b>	<b>\$125</b>

- I. Resolution 28-24 – Authorizing the Reissuance of Refund of Tax Overpayment Check Plus Associated Fees and Costs for Block 3 Lot 8 in the Amount of \$1,429.44

Resolution # 28-24  
2-14-2024

**BOROUGH OF EAST NEWARK**  
**COUNTY OF HUDSON, STATE OF NEW JERSEY**

**RESOLUTION AUTHORIZING THE REISSUANCE OF REFUND OF  
TAX OVERPAYMENT CHECK PLUS ASSOCIATED FEES AND COSTS  
FOR BLOCK 3 LOT 8 IN THE AMOUNT OF \$1,429.44**

WHEREAS, the property owner and the mortgage company both paid the property taxes on Block 3 Lot 8, 535 North Third Street, for the 1<sup>st</sup> Quarter 2020 in the amount of \$1,352.89; and

WHEREAS, the Mayor and Borough Council adopted Resolution 43-21 on April 14, 2021 authorizing the refund of the overpayment to Champion Mortgage as recommended by the Borough Tax Collector; and

WHEREAS, Champion Mortgage has transferred the mortgage to PHH Mortgage Company; and

WHEREAS, it has been determined Borough Officials that the payment authorized in Resolution 43-21 was never issued and additional fees and costs have been added as a result totaling \$1,429.44.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of East Newark, County of Hudson, State of New Jersey that a refund is approved for overpayment of the 1<sup>st</sup> Quarter 220 Municipal Property Tax assessment for real property located at Block 3, Lot 8, on the Tax Map of the Borough of East Newark, more commonly known as 535 North Third Street, East Newark; and

BE IT FURTHER RESOLVED that the Borough's Chief Financial Officer is hereby directed to issue a refund in the amount of one thousand, four hundred twenty-nine dollars and forty-four cents (\$1,429.44) to PHH Mortgage Company, P.O. Box 24606, West Palm Beach, Florida 33416 on behalf of Nelly Flores (SKEY #26591).

J. Resolution 29-24 – Authorizing Extension of Contract with Roberts & Associates, LLC for Consulting and Interim Police Director Services for the East Newark Police Department

Resolution # 29-24  
2-14-2024

**BOROUGH OF EAST NEWARK**  
**COUNTY OF HUDSON, STATE OF NEW JERSEY**

**RESOLUTION AUTHORIZING EXTENSION OF CONTRACT WITH ROBERTS & ASSOCIATES, LLC FOR CONSULTING AND INTERIM POLICE DIRECTOR SERVICES FOR THE EAST NEWARK POLICE DEPARTMENT**

WHEREAS, the Borough of East Newark by prior resolution retained the services of Roberts & Associates, LLC, of 1459 77th Street, North Bergen, New Jersey, 07047 in the amount of \$24,000.00 for a term of three months, for consulting and interim police director services; and

WHEREAS, the has received a proposal for the extension of such services for an additional period of three months (January 1, 2024 to March 31, 2024) in the amount of \$24,000.00; and

WHEREAS, the Borough seeks to award a contract for such services by way of a non-fair and open process, as provided pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Roberts & Associates, LLC has completed and submitted the required Pay-to-Play forms to the Borough; and

WHEREAS, such services are of an extraordinary unspecifiable nature under N.J.S.A. 40A:11-5(1)(a)(ii).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of East Newark that the Mayor and/or her designee are hereby authorized to execute an extension to the Contract with Roberts & Associates, LLC, with an address of 1459 77th Street, North Bergen, New Jersey, 07047 in accord with their proposal for a term not to exceed three months from January 1, 2024 to March 31, 2024, in the amount of \$24,000.00, for consulting and interim police director services for the East Newark Police Department.

BE IT FURTHER RESOLVED that the Chief Financial Officer certifies that funds are available for the appropriation from Police S&W 3-01-25-240-1011.

## **MONTHLY REPORTS**

Borough Clerk Dr. Cosmo A. Cirillo indicated that the following reports were on file with the Office of the Borough Clerk and provided in the Council's Meeting packet.

- A. Construction Department – December 2023
- B. Construction Department – January 2024
- C. Fire Department – December 2023
- D. Fire Department – January 2024
- E. Health Department – Annual Report 2023
- F. Police Department – December 2023
- G. Police Department – January 2024
- H. Senior Center – December 2023
- I. Senior Center – January 2024

## **NEW BUSINESS**

No new business.

## **PUBLIC PORTION**

No one wished to be heard.

## **ADJOURNMENT**

**A motion was made by Councilman Graham, second by Councilwoman Zincavage, that this meeting be adjourned. The motion was adopted by the following votes.**

Ayes:	Diaz; Evaristo; Graham; Reis; Sheehan; Zincavage
Nays:	None
Abstain:	None
Absent:	None

The Regular Meeting was adjourned at 7:27 P.M.

Respectfully Submitted,

Dr. Cosmo A. Cirillo, RMC  
Borough Clerk

Dated: March 13, 2024

Accepted and approved by Council: Resolution #30-2024