

BOROUGH OF EAST NEWARK COUNTY OF HUDSON, STATE OF NEW JERSEY
MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOROUGH COUNCIL
DATE: JULY 10, 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 July 10, 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
Councilwoman Evaristo
Councilman Graham
Councilwoman Zincavage
Mayor Grilo

Absent: Councilman Reis
Councilman Sheehan

Also in attendance: Dr. Cosmo A. Cirillo, Borough Clerk
Mr. Fred Confessore, Borough Administrator
Mr. Michael Cifelli, Borough Attorney
Mr. Albert Bringa, Police Director
Sgt. Robert Tomasko, Officer in Charge
Mr. Hiram Gonzalez, CFO

OATH OF OFFICE

- Mayor Grilo administered Oath of Office as Police Officer to Daniel Resolus
- Mayor Grilo administered Oath of Office as Police Officer to Alberto Figueroa
 - Dir. Bringa thanked the Mayor and Council for their support of the Department and congratulated and welcomed the new officers.

CAUCUS DISCUSSION

- A. 2022 CY Corrective Action Plan Discussions – *Mr. Gonzalez*
- B. Buddy Bench & Little Libraries Program Update – *Mayor Grilo*
- C. Upcoming Events Update – *Mayor Grilo*
- D. Covid-19 Update – *Mayor Grilo*
- E. Lead Pipe Inventory Update – *Mayor Grilo*
- F. Budget Introduction Update – *Mayor Grilo*
- G. Police Department Update – *Sgt. Tomasko*
- H. DPW Update – *Mr. Confessore*
- I. Water System Improvements Bid Update – *Mr. Confessore*
- J. Edmunds Tax Software Transition – *Mayor Grilo/Mr. Confessore*
- K. St. Anthony’s Church Water Update – *Mr. Confessore*

EXECUTIVE SESSION

A motion was made at 7:10 P.M. by Councilman Graham, second by Councilwoman Zincavage, to go into Executive Session. The motion was adopted by the following votes.

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

A motion was made at 7:14 P.M. by Councilwoman Evaristo, second by Councilman Graham, to leave Executive Session and resume the public meeting. The motion was adopted by the following votes.

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

CONSENT AGENDA - RESOLUTIONS

The consent agenda consisted of Resolutions 53-24, 54-24, 55-24, 56-24, 57-24, 58-24, 59-24, 60-24, 61-24, and 62-24.

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

Ayes: Diaz; Evaristo; Graham; Zincavage
Nays: None
Abstain: Note* - Councilwoman Diaz abstained on Resolutions 53-24, 54-24 & 60-24.
Absent: Reis; Sheehan

A. Resolution 53-24 – Resolution approving the minutes of the June 12, 2024, Regular Meeting of the Mayor and Council of the Borough of East Newark

Resolution # 53-24
7-10-2024

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

RESOLUTION APPROVING THE MINUTES OF THE JUNE 12, 2024, REGULAR 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 June 12, 2024, Regular Meeting be and are hereby approved.

B. Resolution 54-24 – Approving the payment of bills and issuance of checks for the period through July 10, 2024, in the amount of \$616,727.16

Resolution # 54-24
7-10-2024

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 JULY 10, 2024, IN THE TOTAL AMOUNT OF \$616,272.16

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.

C. Resolution 55-24 – Resolution to Adopt the East Newark Community Energy Plan (CEP) as Part of the New Jersey Board of Public Utilities CEP Grant Program

Resolution # 55-24
7-10-2024

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

RESOLUTION TO ADOPT THE EAST NEWARK COMMUNITY ENERGY PLAN (CEP) AS PART OF THE NEW JERSEY BOARD OF PUBLIC UTILITIES CEP GRANT PROGRAM

WHEREAS, New Jersey Board of Public Utilities (NJBPU) authorizes and oversees the NJCEP program and has created a Community Energy Plan Grant program for municipalities to develop a community energy plan (CEP) to meet the goals of the New Jersey's Energy Master Plan; and,

WHEREAS, New Jersey's Energy Master Plan: Pathway to 2050 ("EMP") established that community-level action is necessary to achieve the state's goal of 100% clean energy by 2050; and,

WHEREAS, Community Energy Planning is the process by which communities collaboratively select and strategically implement emissions-reducing initiatives that fulfill the EMP goals ("Process"); and,

WHEREAS, the Borough of East Newark is invested in developing a community energy plan to help the state achieve its goal of 100% clean energy by 2050; and,

WHEREAS, one stakeholder engagement meeting was held on June 12, 2024 to solicit feedback on the CEP; and,

WHEREAS, the resulting Community Energy Plan will help the Borough of East Newark to plan for and invest in renewable energy and to work towards a better environment for all residents by using the state's Energy Master Plan ("EMP") as a guide to develop sustainable strategies that increase clean energy production, reduce energy use, and cut emission.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Borough Council of the Borough of East Newark, County of Hudson, State of New Jersey hereby officially adopts the East Newark Community Energy Plan as the guiding document to continue to improve energy efficiency in the Borough of East Newark.

D. Resolution 56-24 – Approving the Refund of Duplicate Payment of Taxes for Block 6 Lot 33

Resolution # 56-24
7-10-2024

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

**RESOLUTION APPROVING THE REFUND OF DUPLICATE PAYMENT OF TAXES FOR
BLOCK 6 LOT 33**

WHEREAS, in June 2024, 431 North Second Street, Block 6 Lot 33, and the mortgage company both paid \$1,004.00 in property taxes for the 2nd quarter of 2024; and

WHEREAS, said double payment caused a tax overpayment of \$1,004.00 for said 2nd quarter 2024; and

WHEREAS, Cristiano Quieroz has requested that said overpayment be refunded.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of East Newark, in the County of Hudson, State of New Jersey hereby authorize the Chief Financial Officer to issue a refund check in the amount of \$1,004.00 to Cristiano Quieroz, 58 Astor Street, Unit 2F, Newark, NJ 07114.

E. Resolution 57-24 – Authorizing Approval and Renewal of Food, Milk and Various Licenses Within the Borough of East Newark for the 2024-2025 Licensing Term

Resolution # 57-24
07-10-2024

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

**RESOLUTION AUTHORIZING APPROVAL AND RENEWAL OF FOOD,
MILK AND VARIOUS LICENSES WITHIN THE BOROUGH OF EAST
NEWARK FOR THE 2024 – 2025 LICENSING TERM**

BE IT RESOLVED, by the Mayor and Borough Council of the Borough of East Newark within the County of Hudson, State of New Jersey that the requirements of the renewal applications for Food, Milk and various licenses issued to vendors conducting business in the Borough of East Newark, in the County of Hudson and State of New Jersey have been fulfilled and said licenses are hereby approved for renewal for the term set to expire on June 30, 2025:

License #	Name	Nature of License
01-2024	Passaic Liquor	Food & Milk
02-2024	Alexis Tavern	Food & Milk, Jukebox, Pool Table
03-2024	Alex's Liquor and Deli	Food & Milk
04-2024	Tops Diner	Food & Milk
05-2024	Macara Express	Food & Milk
06-2024	Ecu Express	Food & Milk
07-2024	Ambatenita Bar and Restaurant	Food & Milk
08-2024	Café Central	Food & Milk
09-2024	Pic Nic	Food & Milk

F. Resolution 58-24 – Accepting Calendar Year 2022 Corrective Action Plan

Resolution # 58-24
7-10-2024

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

RESOLUTION ACCEPTING CALENDAR YEAR 2022 CORRECTIVE ACTION PLAN

BE IT RESOLVED that the Mayor and Council of the Borough of East Newark, in the County of Hudson, State of New Jersey hereby accept the Corrective Action Plan for Calendar Year 2022 annexed hereto consisting of two (2) pages; and

BE IT FURTHER RESOLVED that a copy of this Resolution and Corrective Action Plan be sent to the Director of the Division of Local Government Services.

Borough of East Newark
County of Hudson
2022 Audit Report
Corrective Action Plan

General Ledger Accounting System

Finding #1

Description:

The Borough did not prepare or maintain a General Ledger for any of its funds.

Analysis:

That a General Ledger be prepared and maintained for every fund.

Corrective Action:

Due to the transition from Munidex to Edmunds in 2022, the General Ledger for all funds were not completed. In 2024, General Ledgers are being maintained for all funds.

Implementation Date

Currently in effect

Financial Records

Finding #1

Current Fund

Description:

There was an over expenditure without an appropriation for a grant in the 2022 Budget.

Analysis:

That greater care be taken to avoid over expending a budget line item and that all grants be inserted in the Annual Budget.

A detailed review of all grants is being performed to ensure all grants are inserted into the Annual Budget. If grant approval is received after budget adoption, grant will be submitted as a Chapter 159.

Corrective Action:

Implementation Date

Currently in effect

Finding #2

Current Fund

Description:

The Borough did not remit the entire tax levy to the School as of December 31, 2022.

Analysis:

That the Borough remit to the School the entire tax levy on an annual basis.

A detailed analysis will be completed to verify missing tax levy payments and ensure promptly monthly payments are made.

Corrective Action:

Implementation Date

Currently in effect

Finding #1

Animal Control Fund

Description:

The Borough adopted Ordinance #04-2021 which established the fees for dog licenses. The Ordinance states that for neutered dogs, the fee shall be \$15.00 and for non-neutered dogs. The fee shall be \$20.00. While reviewing dog licenses that were issued in 2022, it appears that the Borough was charging on \$17.00 for non-neutered dogs.

Analysis:

That the Borough collect the fees as established by the Ordinance for dog licenses.

Since the hiring of a new Municipal Registered Clark and staff, the proper fees are being collected.

Corrective Action:

Implementation Date

Currently in process

Finding #1

Payroll Account

Description:

The Payroll Account was not reconciled for the entire year. This should be done on a monthly basis. Also, it was not analyzed by deductions and remittance.

Analysis:

That the Payroll Account be reconciled on a monthly basis and that an analysis be performed by deductions and remittances that agree to the monthly bank reconciliation.

Starting in 2024, monthly payroll bank reconciliations are being prepared and analysis being done to ensure deductions and remittance amounts are correct.

Corrective Action:

Implementation Date

Currently in process

Finding #2

Payroll Account

Description: While testing random employees, we noticed that one was not enrolled in any type of pension plan. There are parameters established by the New Jersey State of Pensions that determine if they should be enrolled into the Public Employees' Retirement System or the Deferred Compensation Retirement Plan (DCRP).

Analysis: That the Borough review all employees to ensure that they are enrolled into an approved retirement plan.

Corrective Action: Administrative staff responsible for processing new hires have been directed to follow up with payroll processor/ payroll manager to ensure all employees eligible for retirement plans are enrolled in a timely manner.

Implementation Date Currently in process

Finding #1

Fixed Assets

Description: DLGS in the DCA in the State of NJ requires all municipalities in the state to establish and maintain sets of accounts and inventories reflecting costs of other valuations of all its capital fixed assets, including land, buildings, improvement, machinery, furniture and equipment.

Analysis: That records for "Capital Fixed Assets" be prepared and maintained on a current basis. A third party vendor will be brought on in 2024 to complete the DLGS/DCA requirements listed above.

Corrective Action:

Implementation Date Currently in process

Finding #1

Water and Sewer Accounts

Description: A detailed Water and Sewer Receivable Adjustment and Billing Reports, as of December 31, 2022, were not presented to us for audit. The Borough has the East Orange Water Commission perform the billings and collection of the water activity of the Borough. because of the lack of information, receipts were split in half going to water and sewer collections.

Analysis: The Borough has received several reports from the Commission for 2023 and the Borough does not anticipate this being a subsequent issue.

Corrective Action: The Borough is in the process of transitioning water and sewer billing to Edmunds in Spring 2025. This will allow for timely reporting of account activity.

Implementation Date Currently in process

G. Resolution 59-24 – Authorizing Settlement Agreement as to Employee Number 002350

Resolution # 59-24
7-10-2024

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

RESOLUTION AUTHORIZING SETTLEMENT AGREEMENT AS TO
EMPLOYEE NUMBER 002350

WHEREAS, Employee Number 002350 is employed by the Borough; and

WHEREAS, the parties have deemed it in their best interest to set forth in a formal written agreement their respective rights, duties and obligations regarding Employee Number 002350 employment and retirement; and

WHEREAS, this matter was not the subject of any civil suit brought in any judicial venue and is thus an internal personnel record.

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, is hereby authorized to execute such agreement on behalf of the Borough, in a form acceptable to the Borough as evidenced by his/her signature thereon.

H. Resolution 60-24 – Authorizing the Hiring of Various Borough Officials and Employees

Resolution # 60-24
07-10-2024

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

RESOLUTION AUTHORIZING THE HIRING OF VARIOUS BOROUGH
OFFICIALS AND EMPLOYEES

BE IT RESOLVED, that the Mayor and Borough Council of the Borough of East Newark within the County of Hudson, State of New Jersey hereby authorize the hiring of the following permanent officials and/or employees retroactive to the below date with a salary commensurate with the Borough’s Salary Ordinance:

First	Last	Department	Date of Hire
Lydin	Ascue	Crossing Guards	05-09-2024
Richard	Bielinski	Construction Code Official	04-20-2023
Louis	Carratura	Streets & Roads	06-28-2022

Jennifer	DaSilva	Administrative & Executive	03-03-2023
Juan	Garcia	Police	03-17-2024
Karen	Gomez	Court	05-02-2023
Heather	Leone	Administrative & Executive	11-06-2023
Mariana	Martins	Administrative & Executive	06-07-2022
Cynthia	McGettrick	Court	04-01-2022
Silvana	Ramirez	Police	12-18-2023
Denise	Rodgers - Leone	Crossing Guards	09-05-2023
Suellen	Silva	Senior Citizens	07-12-2023
John	Simoes	Streets & Roads	02-05-2024
Alba	Torres Mello	Bldg / Grounds Custodian	07-03-2023
Jannette	Vazquez	Police	10-09-2023

BE IT FURTHER RESOLVED, that the Mayor and Borough Council of the Borough of East Newark within the County of Hudson, State of New Jersey hereby authorize the hiring of the following seasonal officials and/or employees retroactive to the below date with a salary commensurate with the Borough's Salary Ordinance:

First	Last	Department	Date of Hire
Daniel	Aguiar	Streets & Roads	03-14-2022
Gia	Catrambone	Senior Citizens	05-23-2022
Jordan	Catrambone	Streets & Roads	07-22-2022
Kevin	Collura	Senior Citizens	05-23-2022
Ricardo	Dios	Streets & Roads	02-18-2023
Jenna	Lasky	Administrative & Executive	04-11-2022
Luis	Oliveira	Streets & Roads	02-18-2023
Lucas	Ortiz	Streets & Roads	04-23-2022
Gabriella	Rodgers	Administrative & Executive	06-25-2024
Xabier	Rojo	Streets & Roads	02-18-2023

- I. Resolution 61-24 – Authorizing the Appointment of Daniel Resolus as Police Officer of the East Newark Police Department

Resolution # 61-24
7-10-2024

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

RESOLUTION AUTHORIZING THE APPOINTMENT OF DANIEL RESOLUS
AS POLICE OFFICER OF THE EAST NEWARK POLICE DEPARTMENT

WHEREAS, the Borough of East Newark has determined the necessity for the appointment of two additional Police Officers; and

WHEREAS, the Mayor, Police Director and Chief Law Enforcement Officer have conducted interviews for the purpose of making recommendation of appointment; and

WHEREAS, after review of the results of the interviews conducted of various applications, the Mayor, Police Director and Chief Law Enforcement Officer recommend the appointment of Daniel Resolus as Police Officer of the East Newark Police Department.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of East Newark, in the County of Hudson, State of New Jersey that Daniel Resolus is hereby appointed to the position of Police Officer of the East Newark Police Department effective July 10, 2024, with a one (1) year probationary period, and subject to the satisfactory compliance of all conditions as set forth by the Chief Law Enforcement Officer; and

BE IT FURTHER RESOLVED that the Chief Financial Officer certifies that the funds are available for this appropriation from “Current Fund – Police Salary and Wages”.

- J. Resolution 62-24 – Authorizing the Appointment of Alberto Figueroa as Police Officer of the East Newark Police Department

Resolution # 62-24
7-10-2024

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

RESOLUTION AUTHORIZING THE APPOINTMENT OF ALBERTO FIGUEROA
AS POLICE OFFICER OF THE EAST NEWARK POLICE DEPARTMENT

WHEREAS, the Borough of East Newark has determined the necessity for the appointment of two additional Police Officers; and

WHEREAS, the Mayor, Police Director and Chief Law Enforcement Officer have conducted interviews for the purpose of making recommendation of appointment; and

WHEREAS, after review of the results of the interviews conducted of various applications, the Mayor, Police Director and Chief Law Enforcement Officer recommend the appointment of Alberto Figueroa as Police Officer of the East Newark Police Department.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of East Newark, in the County of Hudson, State of New Jersey that Alberto Figueroa is hereby appointed to the position of Police Officer of the East Newark Police Department effective July

10, 2024, with a one (1) year probationary period, and subject to the satisfactory compliance of all conditions as set forth by the Chief Law Enforcement Officer; and

BE IT FURTHER RESOLVED that the Chief Financial Officer certifies that the funds are available for this appropriation from “Current Fund – Police Salary and Wages”.

ORDINANCES

- A. Ordinance 1-2024 – **INTRODUCTION** - Ordinance of the Borough of East Newark Amending Chapter 2 Titled “ADMINISTRATION” Specifically by Amending § 2-19.4.d – “Chief of Police” to Eliminate the Position of Chief of Police and to Create a Section Titled “Director of Public Safety”

A motion was made by Councilwoman Evaristo, second by Councilwoman Zincavage, that this Ordinance be introduced on first reading. The motion was adopted by the following votes.

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

ORDINANCE NUMBER 01-2024

FIRST READING/
INTRODUCTION: July 10, 2024

SECOND READING/
PUBLIC HEARING/
ADOPTION: August 14, 2024

ORDINANCE

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

ORDINANCE OF THE BOROUGH OF EAST NEWARK AMENDING CHAPTER 2 TITLED “ADMINISTRATION” SPECIFICALLY BY AMENDING § 2-19.4D – “CHIEF OF POLICE” TO ELIMINATE THE POSITION OF CHIEF OF POLICE AND TO CREATE A SECTION TITLED “DIRECTOR OF PUBLIC SAFETY”

§ 2-19.4.d DIRECTOR OF PUBLIC SAFETY.

1. Elimination of the Position of Chief of Police.

Ordinance § 2-19.4.d establishing the position of the Chief of Police is hereby deleted and replaced with the following.

2. Position Created.

There is hereby created the administrative position of Director of Public Safety of the Borough of East Newark.

3. Appointment, Term.

The Director of Public Safety shall be appointed by the Mayor and Borough Council. All employees not affiliated with, or members of a labor union shall be deemed "employees at will," employed at the will of the Borough of East Newark, with employment for no definite or established length of time, and subject to termination at any time, for any reason, or for no reason at all, consistent with law and Borough of East Newark's ordinances, regulations and policies.

4. Qualifications.

Any person seeking appointment to the position of Director of Public Safety shall demonstrate to the Mayor and Borough Council that he or she is qualified for the position by virtue of training or experience. By way of example and not limitation, such person may have prior law enforcement experience and/or supervisory and administrative experience in either the public or private sector.

5 Duties.

The duties of the Director of Public Safety shall include, but not be limited to, the following:

- a.** Exercising full control over the Police Department seeing, among other things, to the proper enforcement of any rules and/or regulations adopted by the Mayor and Borough Council, which shall be deemed the appropriate authority under law.
- b.** Reporting, from time to time, to the Mayor and Borough Council such matters related to the Police Department as may require their attention.
- c.** Interviewing candidates for appointment to and/or promotion in the Police Department and making recommendations for such appointment and/or promotion to the Mayor and Borough Council, which shall determine and make all appointments and promotions.
- d.** Bringing charges, when appropriate, against any member of the Police Department and, pending a hearing on those charges before an appropriate authority, suspend the charged member, with or without pay, if the Director deems such a suspension necessary to the good order and discipline of the Police Department.
- e.** Developing programs of continuing education for the members of the Police Department to insure the highest level of training for the members of the Department.
- f.** Establishing and maintaining communications with schools and public and private associations to help such schools and associations understand and cooperate in the public safety effort of the community.

- g. Establishing performance criteria for the members of the Police Department and periodically evaluating the members under the established criteria.
- h. Working with the Chief Financial Officer of the Borough of East Newark to establish the annual operating budget for the Police Department.
- i. Reviewing land use applications, when requested to do so by the Borough Planning/Zoning Board, to ascertain the potential impact of any proposed land use project on the safety of Borough of East Newark residents and/or property.
- j. Performing such other duties as may be reasonably requested by the Mayor and Borough Council.

6. Hours of Work.

The position of Director of Public Safety shall be deemed either a part-time or full-time position at the time of hiring based upon the recommendation of the Mayor and Police Committee.

7. Salary.

The annual salary of the Director of Public Safety shall be determined by the Mayor as set forth in the salary ordinance of the Borough of East Newark.

8. Reference.

Any reference to the term Chief of Police within the Borough’s Ordinances shall be a reference to the Director of Public Safety as established herein.

NEW BUSINESS

A motion was made by Councilwoman Evaristo, second by Councilman Graham, to adopt Resolution 63-24. The motion was adopted by the following votes.

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

- A. Resolution 63-24 – Authorizing Acceptance of a Bid Proposal and Awarding Contract for Contractor Services for Various Water System Improvements in the Borough of East Newark

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

RESOLUTION AUTHORIZING ACCEPTANCE OF A BID PROPOSAL AND AWARDING A
CONTRACT FOR CONTRACTOR SERVICES FOR VARIOUS WATER SYSTEM
IMPROVEMENTS IN THE BOROUGH OF EAST NEWARK

WHEREAS, the Borough of East Newark ("Borough") advertised for bids for contractor services for the Various Water System Improvements project within the Borough; and

WHEREAS, after the required legal advertising was published, sealed bids were received by the Borough Clerk's Office on or before Tuesday, June 25, 2024, at 10:00 AM and opened thereafter on the same date, by the Borough Clerk (or his designee) in the Council Room in accordance with the New Jersey Local Public Contracts Law ("LPCL"), N.J.S.A. 40A:1 1-1 et seq.; and

WHEREAS, five (5) bids were received from prospective vendors and are listed as follows:

- 1) **Shauger Property Services Inc.**
429 Dodd Street, East Orange, NJ 07017
Base Bid (#1 - 17 inclusive): \$ 283,659.90
Deduct Alternate Bid #1 (#DA1.1 inclusive) \$ 77,500.00
Deduct Alternate Bid #2 (#DA2.1 inclusive) \$ 10,000.00
Deduct Alternate Bid #3 (#DA3.1 inclusive) \$ 16,000.00
Deduct Alternate Bid #4 (#DA4.1 inclusive) \$ 24,000.00

- 2) **William J. Guarini Inc.**
152 Stevens Avenue, Jersey City, NJ 07305
Base Bid (#1 - 17 inclusive): \$ 318,197.40
Deduct Alternate Bid #1 (#DA1.1 inclusive) \$ 80,000.00
Deduct Alternate Bid #2 (#DA2.1 inclusive) \$ 9,000.00
Deduct Alternate Bid #3 (#DA3.1 inclusive) \$ 880.00
Deduct Alternate Bid #4 (#DA4.1 inclusive) \$12,000.00

3) Your Way Construction Inc.	
404 Coit St, Irvington, NJ 07111	
Base Bid (#1 - 17 inclusive):	\$ 398,158.65
Deduct Alternate Bid #1 (#DA1.1 inclusive)	\$ 110,850.00
Deduct Alternate Bid #2 (#DA2.1 inclusive)	\$ 20,100.00
Deduct Alternate Bid #3 (#DA3.1 inclusive)	\$ 24,450.00
Deduct Alternate Bid #4 (#DA4.1 inclusive)	\$ 39,450.00
4) John Garcia Construction Co. Inc.	
183 Friar Lane, Clifton, NJ 07013	
Base Bid (#1 - 17 inclusive):	\$ 518,528.90
Deduct Alternate Bid #1 (#DA1.1 inclusive)	\$ 137,500.00
Deduct Alternate Bid #2 (#DA2.1 inclusive)	\$ 50,000.00
Deduct Alternate Bid #3 (#DA3.1 inclusive)	\$ 26,000.00
Deduct Alternate Bid #4 (#DA4.1 inclusive)	\$ 51,000.00
5) Underground Utilities Corp.	
711 Commerce Road, Linden, NJ 07036	
Base Bid (#1 - 17 inclusive):	\$ 578,634.90
Deduct Alternate Bid #1 (#DA1.1 inclusive)	\$ 142,500.00
Deduct Alternate Bid #2 (#DA2.1 inclusive)	\$ 25,000.00
Deduct Alternate Bid #3 (#DA3.1 inclusive)	\$ 40,000.00
Deduct Alternate Bid #4 (#DA4.1 inclusive)	\$ 39,000.00

; and

WHEREAS, the bids were referred to the Borough Engineer for review; and

WHEREAS, the Borough Engineer has reviewed said bids and recommend the award of the Contract for VARIOUS WATER SYSTEM IMPROVEMENTS to: Shauger Property Services Inc. ("Shauger", or "Vendor"), whose place of business is 429 Dodd Street, East Orange, NJ 07017, in an amount not to exceed two hundred eighty-three thousand, six hundred fifty-nine dollars and ninety cents (\$283,659.90); and

WHEREAS, the Borough Attorney (or his designee) shall be authorized in drafting, amending, modifying and reviewing any contract between the Borough of East Newark and the Vendor for the various water system improvements contractor services, to seek any additional terms and conditions favorable to the Borough; and

WHEREAS, the Borough's Chief Financial Officer shall certify that funding is and shall be available in the applicable budget years for the Borough to cover the expenditures for the various street improvements; and

WHEREAS, the Mayor, Borough Administrator and Borough Attorney recommend that the Council's acceptance of the Vendor's Bid and the award of the Contract to the Vendor is in the best interest of the Borough and its residents.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of East Newark, County of Hudson, State of New Jersey, that it hereby accepts the Bid Proposals of, and awards a contract to Shauger Property Services Inc. ("Shauger", or "Vendor"), whose place of business is 429 Dodd Street, East Orange, NJ, in an amount not to exceed two hundred eighty-three thousand, six hundred fifty-nine dollars and ninety cents (\$283,659.90), subject to the review and approval of the bids and bidding process by the USEPA; and

BE IT FURTHER RESOLVED, that said contract is awarded based on the Vendor's submission under Base Bid Items (# 1 - 17 inclusive), in an amount not to exceed in an amount not to exceed two hundred eighty-three thousand, six hundred fifty-nine dollars and ninety cents (\$283,659.90); and

BE IT FURTHER RESOLVED, the Borough Attorney is hereby authorized in drafting, amending, modifying and reviewing any contract between the Borough of East Newark and the Vendor for the various water system improvements contractor services, to seek any additional terms and conditions favorable to the Borough; and

BE IT FURTHER RESOLVED, that said contracts shall commence on or about a reasonable time as agreed to upon both parties' execution of a contract for said services; and

BE IT FURTHER RESOLVED, that the Mayor (or her designee) and Borough Clerk be authorized to execute the implementing contract to effectuate obtaining said services, upon submission of the following items (including, but not limited to:), from Shauger Property Services Inc. to the review and satisfaction of the Borough Engineer (or his designee) and Borough Attorney (or his designee):

1. Documents of required insurance coverage in conformance with the bid document (if not already submitted); and
2. Execution and return of the proposed contract agreements.

A motion was made by Councilman Graham, second by Councilwoman Zincavage, to adopt Resolution 64-24. The motion was adopted by the following votes.

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

- B. Resolution 64-24 – Authorizing Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Grant Avenue Roadway Improvements Project

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

**RESOLUTION AUTHORIZING APPROVAL TO SUBMIT A GRANT APPLICATION
AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT
OF TRANSPORTATION FOR THE GRANT AVENUE ROADWAY
IMPROVEMENTS PROJECT**

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of East Newark, County of Hudson, State of New Jersey, formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as *MA-2025-Grant Avenue Roadway Improvements-00535* to the New Jersey Department of Transportation on behalf of the Borough of East Newark.

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of East Newark and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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. Fire Department – June 2024
- B. Health Department – June 2024
- C. Police Department – June 2024
- D. Senior Center – June 2024

PUBLIC PORTION

Diana Calva – 164 Central Avenue

Ms. Calva stated that she is the owner of Ecu Express and has concerns about parking in the evening hours. Many of her customers are complaining that they are receiving parking tickets.

Mayor Grilo responded that there seems to be an issue with the customers not knowing how to use the Park Mobile App. The Borough is looking into installing pay kiosks to help address the situation.

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; Zincavage
Nays: None
Abstain: None
Absent: Reis; Sheehan

The Regular Meeting was adjourned at 7:25 P.M.

Respectfully Submitted,

Dr. Cosmo A. Cirillo, RMC
Borough Clerk

Dated: August 14, 2024
Accepted and approved by Council: