

***Town of West New York
Hudson County, New Jersey***

***Minutes of Special Meeting
(Regular Session)
July 11, 2018***

***Commissioner Cosmo A. Cirillo
Commissioner Susan M. Colacurcio
Commissioner Margarita Guzman
Commissioner Gabriel Rodriguez
Mayor Felix E. Roque
Board of Commissioners***

***ATTEST: CARMELA RICCIE, RMC
TOWN CLERK***

July 11, 2018
Special Meeting

PLEASE TAKE NOTICE that a Special Meeting will be held by the Board of Commissioners of the Town of West New York, New Jersey, on Wednesday, July 11, 2018 at 4:00 p.m. (No Work Session) in the Mayor's Conference Room, Municipal Building, 428 – 60th Street, Room #1, West New York, New Jersey, for the purpose of considering the following business:

1. RESOLUTION – Re: Authorizing Consent to Execute Treatment Works Applications
2. RESOLUTION – Re: Non-Signer Authorizations and Administration of Online Banking System
3. RESOLUTION – Re: Resolution Approving Policies and Procedures as to Electronic Funds Transfer
4. RESOLUTION – Re: Resolution Terminating Contract with North Jersey Friendship House, Inc. for the Summer Food Program and Authorizing Contract with Nu-Way Concessionaries, Inc.
5. Hearing and Final Adoption of Ordinance #13/18 An Ordinance Amending Chapter 69, Article VI of the Code of the Town of West New York entitled "Health Officer"

Receipt is hereby acknowledged of due notice of the above special meeting and other or further notice thereof is hereby waived as unnecessary.

Commissioner Cosmo A. Cirillo
Commissioner Susan M. Colacurcio
Commissioner Margarita Guzman
Commissioner Gabriel Rodriguez
Mayor Felix E. Roque
Board of Commissioners

Attest: Carmela Riccie, RMC
Town Clerk

Present: Commissioners Cirillo, Colacurcio, Guzman, Rodriguez, Mayor Roque
Absent: None
Also Present: Town Clerk Carmela Riccie, Adelanny Plaza (Town Clerk's staff),
Town Administrator James Cryan, and Corporation Counsel Michael Jimenez

Meeting commenced at 4:01 P.M.

Town Clerk Carmela Riccie, RMC made the following announcement:

As presiding officer of this meeting I do hereby certify that the requirements of the Open Public Meetings Act pertaining to this meeting scheduled to be held this: Wednesday, July 11, 2018 at 4:00 p.m. (No Work Session) in the Mayor's Conference Room (Room #1), Municipal Building, have been satisfied by the delivery of the 48 hour notice to each of the newspapers circulating in the Town of West New York (The Jersey Journal and the Bergen Record); by posting in the Municipal Building on the Municipal Bulletin Board; and by filing with the Clerk of the Municipality with copies to all persons desiring the same. Copies are available to the public in accordance with the law.

July 11, 2018
Special Meeting

Consent Agenda:

It was regularly moved by Commissioner Colacurcio, seconded by Commissioner Cirillo that the following Consent Agenda Items Nos. R-1 through R-3 be adopted (***excluding R-4*** Re: Resolution Approving Policies and Procedures as to Electronic Funds Transfer which was pulled from the agenda during the meeting), was carried by the following vote: was carried by the following vote:

AYES - Commissioners Cirillo, Colacurcio, Guzman, Rodriguez, Mayor Roque
NAYS - None
ABSENT - None

Note: Town Clerk Riccie read the titles of the foregoing resolutions aloud. She announced that as per Corporation Counsel Michael Jimenez, Resolution R-4 (Approving Policies and Procedures as to Electronic Funds Transfer) is being pulled from the agenda. Town Clerk Riccie recommended that Resolutions R-1 through R-3 be placed on the Consent Agenda. Everyone agreed.

**RESOLUTION AUTHORIZING CONSENT TO EXECUTE
TREATMENT WORKS APPLICATIONS**

WHEREAS, the Town of West New York (“Town”) often receives requests for consent to treatment works applications from property owners/developers; and

WHEREAS, in order to process treatment works applications, the New Jersey Department of Environmental Protection requires the consent of the Town; and

WHEREAS, the Town Engineer will now review all treatment works applications and requests for consent made to the Town from June 22, 2018 to December 31, 2018; and

WHEREAS, provided the Town Engineer has recommended approval, the Town seeks to authorize the Mayor, Municipal Administrator and Town Clerk to execute the Statement of Consent form for all treatment works applications received by the Town between June 22, 2018 and December 31, 2018.

NOW THEREFORE, BE IT RESOLVED, that the Mayor and Board of Commissioners of the Town of West New York do hereby consent to authorize the Mayor, Municipal Administrator and Town Clerk to execute the Statement of Consent form for treatment works applications provided the Town Engineer recommends approval.

BE IT FURTHER RESOLVED, that this authorization applies to treatment works applications received by the Town from June 22, 2018 to December 31, 2018.

July 11, 2018
Special Meeting

Consent Agenda (cont.):

**RESOLUTION REGARDING NON-SIGNER AUTHORIZATIONS AND
ADMINISTRATION OF ON-LINE BANKING SYSTEM**

WHEREAS, by Resolution dated March 15, 2018, the Town of West New York (“Town”) awarded a contract for Banking Services to ConnectOne Bank; and

WHEREAS, by Resolution dated April 19, 2018, the Town designated Commissioner Gabriel Rodriguez, Commissioner Margarita Guzman and Municipal Administrator Jamie Cryan as signatories on the ConnectOne Bank accounts; and

WHEREAS, since ConnectOne Bank will now service all of the Town’s banking needs, it is imperative that all of the Town’s bank accounts with ConnectOne Bank have proper controls to allow for bank transfers and related activities (such as ACH, remote deposit, transfers between accounts and any other transfer/service that requires a signer to conduct) by Town employees; and

WHEREAS, ConnectOne Bank requires the designation of an on-line banking system administrator; and

WHEREAS, ConnectOne Bank also requires the designation of authorized non-signers who are responsible for authorizing payments, but are not signatories on the Town’s various accounts with ConnectOne Bank; and

WHEREAS, the Town (upon the recommendation of the CMFO and Municipal Administrator) seeks to designate Nelson Diaz, Accountant, as the system administrator; and

WHEREAS, the Town (upon the recommendation of the CMFO and Municipal Administrator) also seeks to designate the following three (3) individuals as authorized non-signers:

Nelson Diaz, Accountant;
Lauren Nagurka, Clerk; and
Gisela Garcia, Clerk

NOW THEREFORE, BE IT RESOLVED by the Mayor and Board of Commissioners of the Town of West New York that Nelson Diaz, Accountant, is designated as the System Administrator.

BE IT FURTHER RESOLVED by the Mayor and Board of Commissioners of the Town of West New York that the authorized non-signers are designated to be: Nelson Diaz, Accountant; Lauren Nagurka, Clerk; and Gisela Garcia, Clerk.

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Consent Agenda (cont.):

RESOLUTION TERMINATING CONTRACT WITH NORTH JERSEY FRIENDSHIP HOUSE, INC. FOR THE SUMMER FOOD PROGRAM AND AUTHORIZING CONTRACT WITH NU-WAY CONCESSIONARIES, INC.

WHEREAS, the Town of West New York (“Town”) sought bids for the summer food program contract and three bids were received on May 10, 2018; and

WHEREAS, by Resolution dated May 17, 2018, the Town awarded a contract to North Jersey Friendship House, Inc. (“Friendship House”), the lowest bidder, for the summer food program; and

WHEREAS, the contract with Friendship House began on July 2, 2018; and

WHEREAS, beginning on July 2, 2018 until July 9, 2018, Friendship House was notified both in writing and verbally on numerous occasions that there were significant service issues with Friendship House’s contract performance; and

WHEREAS, the Town’s summer food program provides meals by way of breakfast and/or lunch to approximately 700 children, and it is imperative that these children receive timely and nutritious meals from the vendor contracted by the Town for this service; and

WHEREAS, based on the significant service issues, Friendship House was notified on July 9, 2018 that the Town was terminating their contract; and

WHEREAS, Friendship House and the Town have agreed to a contract termination date of July 12, 2018 at 5 P.M.; and

WHEREAS, the State of New Jersey, Division of Agriculture has been notified of the contract termination and approve to same being effective on July 12, 2018; and

WHEREAS, with the cancelation of Friendship House’s contract, the Town is need of a new vendor to provide summer food program services as of July 13, 2018; and

WHEREAS, the second lowest bidder received on May 10, 2018, was Nu-Way Concessionaries, Inc., located at 339-345 Bergen Avenue in Kearney, NJ, with a proposed price of \$1.29 per breakfast (totaling \$13,158.00) and \$2.15 per lunch (totaling \$51,535.50) for a total bid price not to exceed \$64,693.50.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and the Board of Commissioners of the Town of West New York do hereby terminate the contract with North Jersey Friendship House, Inc.

BE IT FURTHER RESOLVED that the Mayor and Board of Commissioners of the Town of West New York do hereby award a contract to Nu-Way Concessionaries, Inc., located at 339-345 Bergen Avenue in Kearney, NJ, for the Summer Food Program 2018, effective July 13, 2018, for a total contract price not to exceed \$64,693.50 and in accordance with the daily amounts set forth in the bid price per breakfast and lunch.

BE IT FURTHER RESOLVED, that the Mayor, Municipal Administrator and Town Clerk are authorized to execute this contract.

BE IT FURTHER RESOLVED, that the Chief Financial Officer certifies that the necessary \$64,693.50 is available for this contract from account number 02-213-40-501-018 (2018 Summer Food Program).

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Note: Town Clerk Riccie announced that Corporation Counsel Michael Jimenez made an amendment to Resolution R-3 (Terminating Contract with New Jersey Friendship House, Inc.) and requested that he advise every one of the changes made. Corporation Counsel Jimenez stated that the amount in the resolution had to be amended because the program has already been running for 2 weeks and that the State mandated same. All Agreed.

Ordinance #13/18

**An Ordinance Amending Chapter 69, Article VI of the Code of the
Town of West New York entitled "Health Officer"**

Note: Town Clerk Riccie read the title of the foregoing Ordinance aloud.

It was regularly moved by Commissioner Rodriguez, seconded by Mayor Roque, to open the public hearing on this Ordinance, was carried by the following vote:

AYES - Commissioners Cirillo, Colacurcio, Guzman, Rodriguez, and Mayor Roque
NAYS - None
ABSENT - None

Since no one wished to be heard, it was regularly moved by Commissioner Colacurcio, seconded by Commissioner Rodriguez, to close the public hearing, was carried by the following vote:

AYES - Commissioners Cirillo, Colacurcio, Guzman, Rodriguez, and Mayor Roque
NAYS - None
ABSENT - None

It was regularly moved by Commissioner Rodriguez, seconded by Commissioner Colacurcio, to **postpone further action of Ordinance until August 15, 2018 at 6:30 pm**, was carried by the following vote:

AYES - Commissioners Cirillo, Colacurcio, Guzman, Rodriguez, and Mayor Roque
NAYS - None
ABSENT - None

Note: Town Clerk Riccie announced that this Ordinance would be postponed to the next regularly scheduled meeting on August 15, 2018 at 6:30 p.m. Town Administrator Cryan asked if this Ordinance would be re-published to which Town Clerk Riccie confirmed that it would.

A Motion was made by Commissioner Colacurcio, seconded by Commissioner Cirillo, to **open Public Portion of meeting at 4:06 P.M.**, was carried by the following vote:

AYES - Commissioners Cirillo, Colacurcio, Guzman, Rodriguez Mayor Roque
NAYS - None
ABSENT - None

July 11, 2018
Special Meeting

Public Portion:

No one wished to speak.

A Motion was made by Commissioner Cirillo, seconded by Commissioner Colacurcio, **to close the Public Portion and adjourn the Meeting at 4:06 P.M.**, was carried by the following vote:

AYES - Commissioners Cirillo, Colacurcio, Guzman, Rodriguez Mayor Roque
NAYS - None
ABSENT - None

Commissioner Cosmo A. Cirillo

Commissioner Susan M. Colacurcio

Commissioner Margarita Guzman

Commissioner Gabriel Rodriguez

Mayor Felix E. Roque
Board of Commissioners

Attest:

Carmela Riccie, RMC
Town Clerk