

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

Minutes of Regular Meeting
(Regular Session)
May 14, 2025

Commissioner Marcos A. Arroyo
Commissioner Victor M. Barrera
Commissioner Marielka A. Diaz
Commissioner Adam W. Parkinson
Mayor Albio Sires
Board of Commissioners

ATTEST: *ADELINNY PLAZA, RMC*
TOWN CLERK

May 14, 2025
Regular Meeting

Minutes of a regular stated meeting of the Board of Commissioners of the Town of West New York, in the County of Hudson, State of New Jersey, held via Teleconference, on **Wednesday, May 14, 2025 at 6:30 P.M. (No Work Session):**

Present: Commissioners Arroyo, Barrera, Diaz, Parkinson, and Mayor Sires
Absent: None
Also Present: Town Clerk Adelinnny Plaza, Town Administrator Luis Baez, Deputy Town Administrator Jonathan Castaneda, Angelo Auteri, Esq. (Scarinci Hollenbeck)

Meeting commenced at 6:30 P.M.

Town Clerk Adelinnny Plaza made the following announcement:

As Presiding Officer of this **Regular Meeting** of the Board of Commissioners of the Town of West New York, held on **May 14, 2025 at 6:30 P.M (No Work Session)**, 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 by the Board of Commissioners in the **Resolution** dated and adopted on **December 4, 2024**. Said Resolution was transmitted by the Town Clerk to the Jersey Journal and the Bergen Record and publicly posted on the Municipal Bulletin Board, Town Hall, and filed with the Town Clerk. Notice of this meeting by **May 7, 2025** Sunshine Notice was transmitted to the aforementioned newspapers, posted on the municipal bulletin board in Town Hall, and on the Town Website.

Copies are available to the public in accordance with the law.

Note: Minutes were taken and transcribed by Town Clerk Adelinnny Plaza and Tyara Conil.

Minutes of Previous Meetings:

It was regularly moved by **Mayor Sires**, seconded by **Commissioner Diaz** that the Minutes of Regular Meeting: **April 30, 2025 (Regular Meeting)** be approved. The motion was carried by the following vote:

AYES - Commissioners Arroyo, Barrera, Diaz, Parkinson, and Mayor Sires
NAYS - None
ABSENT - None

Payment of Claims: (Claims are available for public inspection in the Town Clerk’s Office)

It was regularly moved by **Mayor Sires**, seconded by **Commissioner Arroyo** that the Payment of Claims of: **May 14, 2025** be approved. The motion was carried by the following vote:

AYES - Commissioners Arroyo, Barrera, Diaz, Parkinson, and Mayor Sires
NAYS - None
ABSENT - None

Note: Commissioner Barrera abstained on Purchase Orders #48067, #48086, #48087, #48088, #48114, #48115, #48116, #48117 and #48118. Commissioner Diaz abstained on Purchase Order #48032. Commissioner Parkinson abstained on Purchase Order #47970.

May 14, 2025
Regular Meeting

Consent Agenda (Cont.):

RESOLUTION #R25-137
RE: AUTHORIZING REFUND OF TAX OVERPAYMENTS

WHEREAS, taxes with respect to the following properties have been inadvertently overpaid to the Town of West New York (“Town”) in the amounts hereafter stated; and

WHEREAS, it is necessary to make appropriate refunds for such overpayments.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Board of Commissioners of the Town of West New York, County of Hudson, and State of New Jersey that the following refunds be issued by the Department of Revenue and Finance with respect to the designated property and the Collector of Taxes be and is hereby authorized to adjust the records accordingly and to include the reimbursement of any applicable interest as a result of these overpayments:

NAME	BLOCK/LOT	AMOUNT	YEAR
220 64 TH ST P.O BOX 558 CRESSKILL, NJ 07626	23 / 1	\$ 9,289.30	2025
KAORU MIYATA 698 BEECHCREST DR RIVER VALE, NJ 07676	49 / 20 / C0042	\$ 317.98	2025
INHOU CHU 5960 OCEANVIEW RIDGE LANE SAN DIEGO, CA 92121	83 / 7 / C0046	\$ 1,672.45	2025
WALTER GAUDINO 13 CAYUGA AVE OAKLAND, NJ 07436	130 / 2 / C0304	\$ 1,905.00	2025

RESOLUTION #R25-138
RE: AMENDING CONTRACT FOR MUNICIPAL COURT INTERPRETING SERVICES FOR 2025

WHEREAS, by prior Resolution #R25-020, the Town of West New York (Town”) authorized a contract with Sol’s Interpreting Services for the provision of municipal court interpreting services for a total contract amount not to exceed \$45,000.00 for the period between January 1, 2025 and December 31, 2025; and

WHEREAS, the Town seeks to amend the contract with Sol’s Interpreting Services, located at 6118 Meadowview Avenue, North Bergen, NJ 07047, for the provision of municipal court interpreting services to authorize an increase of \$45,000.00 to the total contract, for an amended total contract amount not to exceed \$90,000.00 for the period beginning January 1, 2025 through December 31, 2025; and

WHEREAS, the Town seeks to authorize the amendment of the contract with Sol’s Interpreting Services for the provision of municipal court interpreting services, to increase the contract by \$45,000.00, for an amended total contract amount not to exceed \$90,000.00 for the period between January 1, 2025 and December 31, 2025.

May 14, 2025
Regular Meeting

Consent Agenda (Cont.):
Resolution (Cont.):

NOW THEREFORE, BE IT RESOLVED that the Mayor and the Board of Commissioners of the Town of West New York do hereby authorize the amendment of the contract with Sol's Interpreting Services, located at 6118 Meadowview Avenue, North Bergen, NJ 07047, for the provision of municipal court interpreting services, to increase by \$45,000.00 for the period beginning January 1, 2025 through December 31, 2025, for an amended total contract amount not to exceed \$90,000.00.

BE IT FURTHER RESOLVED that the Mayor and/or Municipal Administrator are hereby authorized to execute an amended contract on behalf of the Town for the provision of municipal court interpreting services as set forth herein.

BE IT FURTHER RESOLVED that notice of the Contract award shall be published and maintained in the Office of the Town Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer certifies that the necessary \$45,000.00 is available for this contract increase from account 01-201-30-830-020-99 (Municipal Court).

RESOLUTION #R25-139
RE: TO AUTHORIZE THE FOURTH ONE (1) YEAR EXTENSION OPTION TO THE
CONTRACT FOR PAYROLL SERVICES FOR 2025-2026

WHEREAS, by prior Resolution, the Town of West New York ("Town") awarded a contract to Action Data Services for the provision of payroll services required by the Town for the period beginning October 1, 2021 through September 30, 2022 for a total contract amount not to exceed \$45,217.00; and

WHEREAS, the Town's contract with Action Data Services for payroll services authorized four (4) total one-year extension options, at the Town's sole discretion; and

WHEREAS, by prior Resolution #R22-181, the Mayor and the Board of Commissioners authorized the first one-year extension to the contract with Action Data Services for the provision of payroll services between October 1, 2022 and September 30, 2023, for a total contract amount not to exceed \$45,217.00; and

WHEREAS, by prior Resolution #R22-219, the Mayor and the Board of Commissioners authorized the second of four total one-year extensions to the contract with Action Data Services for the provision of payroll services between October 1, 2023 and September 30, 2024, for a total contract amount not to exceed \$45,217.00; and

WHEREAS, by prior Resolution #R24-242, the Mayor and the Board of Commissioners authorized the third of four total one-year extensions to the contract with Action Data Services for the provision of payroll services between October 1, 2024 and September 30, 2025, for a total contract amount not to exceed \$45,217.00; and

WHEREAS, the Mayor and the Board of Commissioners amended the contract with Action Data Services for the provision of payroll services between October 1, 2024 and September 30, 2025, to authorize an increase in the amount of \$15,000.00, for an amended total contract amount not to exceed \$60,217.00; and

WHEREAS, the Mayor and the Board of Commissioners of the Town of West New York wish to exercise the fourth and final one-year extension to the contract with Action Data Services for the provision of payroll services between October 1, 2025 through September 30, 2026, for a total contract amount not to exceed \$65,000.00.

May 14, 2025
Regular Meeting

Consent Agenda (Cont.):
Resolution (Cont.):

NOW THEREFORE, BE IT RESOLVED that the Mayor and the Board of Commissioners of the Town of West New York that the Town hereby authorize the fourth and final one-year extension to the contract with Action Data Services to provide the required payroll services for the Town for a total contract amount not to exceed \$65,000.00, for the period beginning October 1, 2025 and terminating September 30, 2026.

BE IT FURTHER RESOLVED that the Mayor, the Town Administrator, Deputy Town Administrator, and/or Town Clerk are authorized to execute an extension to the contract as set forth herein and such other documents as may be necessary in order to effectuate the purpose of this Resolution.

BE IT FURTHER RESOLVED that the Chief Financial Officer certifies that the necessary funds are available for this contract in account 01-201-21-742-060-99.

RESOLUTION #R25-140

RE: AUTHORIZING CONTRACT WITH SHI INTERNATIONAL CORP. FOR THE PURCHASE OF INTER-DEPARTMENT COORDINATING SOFTWARE AND ENTERPRISE LICENSE RENEWAL FROM SPATIAL DATA LOGIC, INC. FOR 2025-2026

WHEREAS, pursuant to N.J.S.A. 40A:11-11, the Town may, without bidding, purchase goods and services through authorized cooperative pricing systems, including the New Jersey Cooperative Purchasing Alliance; and

WHEREAS, the Town has an ongoing need for document management software and integration services to coordinate and share information between the Town's Building Department (Construction Code Enforcement), Zoning and Planning Boards, and Fire Prevention Department; and

WHEREAS, SHI International Corp. ("SHI") has provided the Town with a quote (Quotation #25930890, valid until 5/31/2025) to provide the required software, integration, installation and training from Spatial Data Logic, Inc. to the Town for a total amount of \$55,186.00, pursuant to New Jersey Cooperative Purchasing Alliance Contract #CK04 (Subcontract #24-38) for a one-year term beginning May 31, 2025 and ending on May 30, 2026; and

WHEREAS, the Town seeks to authorize an open-ended contract with SHI International Corp. for the purchase of software, integration, installation and training services provided by Spatial Data Logic, Inc. for a total contract amount not to exceed \$55,186.00.

NOW THEREFORE BE IT RESOLVED that the Mayor and the Board of Commissioners of the Town of West New York hereby authorize a contract with SHI International Corp. for the purchase of the required software, integration, installation and training services from Spatial Data Logic, Inc. for a total amount of \$55,186.00, pursuant to New Jersey Cooperative Purchasing Alliance Contract #CK04 (Subcontract #24-38) for a one-year term beginning May 31, 2025 and ending on May 30, 2026.

BE IT FURTHER RESOLVED that the Mayor, the Town Administrator and the Town Clerk are authorized to take such necessary steps to effectuate the purposes set forth herein.

BE IT FURTHER RESOLVED that the Mayor and Commissioners of the Town of West New York pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer.

May 14, 2025
Regular Meeting

Consent Agenda (Cont.):

RESOLUTION #R25-141
RE: AMENDING CONTRACT WITH ACTION DATA SERVICES FOR PAYROLL
SERVICES FOR 2024-2025

WHEREAS, by prior Resolution #R24-242 the Town West New York (“Town”) authorized the third one-year extension option to the contract to Action Data Services for the provision of payroll services required by the Town for the period beginning October 1, 2024 through September 30, 2025 for a total contract amount not to exceed \$45,217.00; and

WHEREAS, due to unforeseen circumstances and additional services required by the Town, the Mayor and the Board of Commissioners seek to amend the contract with Action Data Services, to authorize an increase in the amount of \$15,000.00 for the provision of payroll services between October 1, 2024 through September 30, 2025, for an amended total contract amount not to exceed \$60,217.00.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Board of Commissioners of the Town of West New York do hereby authorize the amendment of the contract with Action Data Services for the provision of payroll services, to authorize an increase of \$15,000.00, for the 12-month period between October 1, 2024 through September 30, 2025, for an amended total contract amount not to exceed \$60,217.00.

BE IT FURTHER RESOLVED that the Mayor, Purchasing Agent and Town Clerk are authorized to take such other steps and to execute any documents necessary for this amended contract for the provision of payroll services with Action Data Services.

BE IT FURTHER RESOLVED, that the Mayor and Commissioners of the Town of West New York pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer.

RESOLUTION #R25-142
RE: AUTHORIZING THE PURCHASE OF PEWS/SEATING FOR THE TOWN OF
WEST NEW YORK COURTROOM RENOVATION PROJECT PURSUANT TO ESCNJ
COOPERATIVE PRICING SYSTEM CONTRACT #23/24-28

WHEREAS, the Mayor and Board of Commissioners of the Town of West New York (“Town”) seeks to purchase pews/bench-seating for the Town’s Municipal Courtroom Renovation Project; and

WHEREAS, pursuant to N.J.S.A. 40A:11-11, the Town may, without bidding, purchase goods and services through authorized cooperative pricing systems, including the Educational Services Coop NJ State Approved Coop Pricing System #65MCECCPS (“ESCNJ”), Contract #23/24-28; and

WHEREAS, the Town of West New York is a member of the ESCNJ; and

WHEREAS, Murray Paving and Concrete LLC, located at 210 South Newman Street, Hackensack, NJ 07601, has provided a proposal for the purchase of the required pew seating for the Town of West New York Municipal Courtroom Renovation Project pursuant to ESCNJ Contract #23/24-28, for a total in the amount of \$38,009.93; and

WHEREAS, the Mayor and Board of Commissioners of the Town of West New York seek to authorize a contract with Murray Paving and Concrete, LLC for the purchase of the required pews/bench-seating for the Town’s Courtroom Renovation Project, pursuant to ESCNJ Contract #23/24-28 pricing, for a total amount not to exceed \$38,009.93.

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Consent Agenda (Cont.):
Resolution (Cont.):

NOW THEREFORE, BE IT RESOLVED, that the Mayor and Board of Commissioners of the Town of West New York, County of Hudson, State of New Jersey, do hereby authorize a contract with Murray Paving and Concrete, LLC for the purchase of the required pews/bench-seating required for the Town's Municipal Courtroom Renovation Project, pursuant to ESCNJ Contract #23/24-28 pricing, for a total amount not to exceed 38,009.93 in accordance with N.J.S.A. 40A:11-11.

BE IT FURTHER RESOLVED that the Mayor, the Town Clerk and/or the Qualified Purchasing Agent shall be authorized to take all necessary steps to execute the documents to effectuate a contract with Murray Paving and Concrete, LLC as set forth herein.

BE IT FURTHER RESOLVED that the Chief Financial Officer certifies that the necessary funds are available for this payment from account number 04-215-55-936-001.

May 14, 2025
Regular Meeting

ORDINANCE #7/25

AN ORDINANCE OF THE TOWN OF WEST NEW YORK, IN THE COUNTY OF HUDSON, NEW JERSEY, AMENDING ORDINANCE NO. 7/24 OF THE TOWN FINALLY ADOPTED APRIL 17, 2024, APPROPRIATING GRANTS FOR VARIOUS PARK PROJECTS IN AND FOR THE TOWN OF WEST NEW YORK

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

It was regularly moved by **Mayor Sires**, seconded by **Commissioner Diaz**, to **open the public hearing** on this Ordinance. The motion was carried by the following vote:

AYES - Commissioners Arroyo, Barrera, Diaz, Parkinson, and Mayor Sires
NAYS - None
ABSENT - None

It was regularly moved by **Commissioner Parkinson**, seconded by **Commissioner Diaz**, to **close the public hearing and adopt** this Ordinance. The motion was carried by the following vote:

AYES - Commissioners Arroyo, Barrera, Diaz, Parkinson, and Mayor Sires
NAYS - None
ABSENT - None

ORDINANCE #9/25

ORDINANCE AUTHORIZING THE INSTALLATION OF “STOP” SIGNS AT THE FOLLOWING INTERSECTIONS: PARK AVENUE AT 63RD STREET AND PARK AVENUE AT 65TH STREET IN THE TOWN OF WEST NEW YORK

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

It was regularly moved by **Mayor Sires**, seconded by **Commissioner Diaz**, to **Adopt the introduction** of the foregoing Ordinance. The motion was carried by the following vote:

AYES - Commissioners Arroyo, Barrera, Diaz, Parkinson, and Mayor Sires
NAYS - None
ABSENT - None

Notice

The foregoing Ordinance was adopted for first reading by the Mayor and Board of Commissioners of the Town of West New York, New Jersey, on **May 14, 2025** and ordered published, for consideration before final passage at a public hearing on **June 11, 2025 at 6:30 p.m.** held remotely or in person. Instructions regarding attendance and participation in the meeting will be posted on the Town’s website: <http://www.westnewyorknj.org/>. A copy of this Ordinance has been posted on the bulletin board upon which public notices are customarily posted on in the Town Hall of the Town of West New York, and a copy (at no charge) is available up to and including the time of such meeting to the members of the public of the Town who shall request such copies, at the Office of the Town Clerk in said Town Hall in West New York, N.J.

May 14, 2025
Regular Meeting

Public Portion:

Town Clerk Adelanny Plaza made the following announcement at 6:35 p.m.:

Residents are welcome to address the Mayor and Board of Commissioners on any governmental concern to them, whether or not is scheduled on the agenda. Public comments are limited to 3 minutes per person, and no person shall be permitted to speak more than one regular turn.

It was regularly moved by **Commissioner Parkinson** and seconded by **Mayor Sires, to close the Public Portion of the meeting and Adjourn at 6:36 p.m.** The motion was carried by the following vote:

AYES - Commissioners Arroyo, Barrera, Diaz, Parkinson, and Mayor Sires
NAYS - None
ABSENT - None

Commissioner Marcos A. Arroyo

Commissioner Victor M. Barrera

Commissioner Marielka A. Diaz

Commissioner Adam W. Parkinson

Mayor Albio Sires
Board of Commissioners

Attest: _____
Adelanny Plaza, RMC
Town Clerk