

**Garfield Redevelopment Agency  
111 Outwater Lane  
Garfield, NJ 07026**

**Minutes of Meeting held on  
November 3, 2014**

The Meeting was called to order by the Chairman Hetel at 7:04 p.m.

The Chairman announced compliance with the Sunshine Law.

The salute to the flag of the United States of America was conducted.

Chairman Hetel called upon Secretary Thomas J. Duch to call the roll. The following commissioners were present:

Chairman Roger Hetel  
Vice Chairman Arthur Andreano  
Commissioner Ernest Rosolen  
Commissioner Joseph Iapichella  
Commissioner Raymond Simione  
Commissioner Peter Amadio

Commissioners Absent:            Councilman Joseph Delaney

Others Present:                    Thomas J. Duch, Executive Director / Secretary  
Frank Regan, Esq., GRA Attorney  
Bernard Mirandi, Boswell Engineering  
Beth Calderone, Stenographer  
Patricia Esposito, Asst. Secretary

Secretary Thomas J. Duch presented the minutes from the September 15, 2014 Meeting. A motion to adopt the minutes was made by Vice Chairman Andreano and seconded by Commissioner Rosolen and was passed unanimously on a roll call vote.

Introduction of Redevelopment Agency Budget:

Executive Director / Secretary Thomas J. Duch advised that he and CFO Roy Riggiano met with Mr. Lerch, Auditor, reviewed books and records from last year, reviewed the Redevelopment Agreements with Coremark and with Capodagli and discussed anticipated revenues. The budget presented is very conservative. It calls for developer fees of about \$52,000 and a City contribution of \$45,000. As the contributions start coming in for the two redevelopment projects that are ongoing, we believe that a City contribution next year may not be necessary. All personnel salaries are to remain the same. The major change to the budget is that it is

going from a total of \$82,000 this year to \$97,000 next year. The budget includes an increase in legal fees from \$25,000 to \$40,000. The Executive Director report that the Agency had additional legal expenses this year due to the possibility of the condemnation of the Dunkin Donuts lease

Vice Chairman Andreano asked a number of questions regarding payment to personnel. The Executive Director provided answers which were then supplemented and corrected by Finance Officer Roy Riggitano.

Mr. Duch reported that the Engineer has not submitted a bill in a long time. Engineering expenses are anticipated due to the commencement of the Capodagli Redevelopment Project. The Executive Director advised that there is a sanitary sewer line running through the property that will need to be addressed by the developer. The connection to it will need to be reviewed and approved by the Engineer. That will be an expense of the developer.

Bernard Mirandi of Boswell Engineering suggested that we should have an Engineering Escrow Account directly through the board.

Finance Officer Riggitano commented that any increase in expenses next year would be coming through the Redeveloper Agreements. We would be getting reimbursed from the applicants. The reason we are doing the budget tonight is because there are new rules and regulations.

Executive Director Duch also advised the new regulations require posting numerous additional documents on the website. On the website now you are going to see initial statement of purposes, budgets for last several years, minutes for last several years, the audits. All has been downloaded and placed on the website.

Finance Officer Roy Riggitano advised that Financial Disclosure Statements are mandatory. The State does check to make sure you filed your statements.

#### Resolutions:

1. Resolution 2014-17 - Resolution of the Garfield Redevelopment Agency Regarding the Delayed Introduction of the 2015 Budget

Motion to move resolution by Commissioner Iapichella, seconded by Vice Chairman Andreano, and passed on roll call vote.

2. Resolution 2014-18 - 2015 Authority Budget Resolution Adopting the Annual Budget and Capital Budget for the Fiscal Year January 1, 2015 through December 31, 2015

Executive Director Duch noted that the Redevelopment Agency has no bonds outstanding. Whatever expenses that have been incurred by the Agency over the years have been paid for by the developers and/or by the City budget. There are no outstanding obligations. That is why in a number of places in the budget document there are line items indicating -0- dollars. There is no capital budget because the Redevelopment Agency is not funding any redevelopment projects. There are a lot of parts of the resolution that do not apply. The parts that do not apply are a credit to the Agency because the Agency is not doing any borrowing and is living within its means.

Motion to move resolution by Commissioner Amadio, seconded by Commissioner Iapichella and passed on roll call vote.

#### Vouchers:

Per Finance Officer Riggitano the total bills \$34,462.30.

Executive Director advised that the Agency does not have a credit card. It was easier to sign everyone up for the course at one time and use his credit card and reimburse him. It simplified the process for everyone.

Motion to pay the bills made by Commissioner Iapichella, seconded by Commissioner Rosolen and passed on roll call vote.

Mr. Regan commented as follows:

September meeting authorized settlement agreement between Coremark and Anju Donuts with c regards to them vacating the premises. They did vacate on Saturday, November 1, 2014. Received a check today for the balance of escrow. Settlement agreement has been complied with

Received a \$40,000 check for the Meredia project, which is the second development fee payment.

He was asked to take a look at the Coremark agreement to see when the development fees are due. He will report that at the December 8, 2014 meeting.

Citizens:

No citizens.

New Business:

A motion to adjourn was made by Commissioner Simione, seconded by Vice-Chairman Andreano and approved on voice vote. Meeting adjourned at 7:25 p.m.