

FEBRUARY 27, 2012

PAULSBORO, N.J.

5:00 P.M.

RESCHEDULED WORK SESSION MEETING

Council Chamber:

Mayor Hamilton presided at a Work Session Meeting of Council held on the above date and place.

Members present were: Giovannitti, Haynes, Kidd, Morina (arrived 5:12 p.m.), Stevenson, Tedeski.

Mayor Hamilton called the meeting to order.

Borough Clerk VanScoy read the opening statement regarding the Open Public Meetings Act.

Mayor Hamilton opened the floor to the public.

Jennifer Turner, 233 West Buck Street, questioned the status of Councilwoman Tedeski's resignation.

Councilwoman Tedeski stated it is a little bit up in the air and she will be meeting with the Democrat Committee on Thursday. She may present her official written resignation letter to the Democrat Committee as well as Mayor and Council.

R. #54.12: RESOLUTION PROVIDING FOR THE PAYMENT OF THE BILLS OUT OF THE 2011 RESERVE ACCOUNTS. Giovannitti moved and Haynes seconded to pay all bills properly signed and adopt R. #54.12. Roll call: Ayes: Giovannitti, Haynes, Kidd, Stevenson, Tedeski. Nays: None. **Motion carried.**

R. #55.12: RESOLUTION PROVIDING FOR THE PAYMENT OF THE BILLS OUT OF THE 2012 TEMPORARY BUDGET. Giovannitti moved and Haynes seconded to pay all bills properly signed and adopt R. #55.12. Roll call: Ayes: Giovannitti, Haynes, Kidd, Stevenson, Tedeski. Nays: None. **Motion carried.**

R. #56.12: RESOLUTION PROVIDING FOR CHANGE ORDER NO. 2 IN CONNECTION WITH THE PAULSBORO WATER TREATMENT PLANT PROJECT IN THE BOROUGH OF PAULSBORO. Giovannitti moved and Haynes seconded to adopt R. #56.12.

Councilman Kidd questioned what the above was. He further questioned if this was something that should be in the specifications.

Administrator Salvatore stated this was found when they were excavating. It is to excavate and remove 6" line and fire hydrant, cap off "T" from 12" main and to furnish and install cast stone sills at four windows in the plant building.

Construction Official Phil Zimm also commented that the Contractor or the Borough wasn't aware of these items until it was uncovered when excavating.

Roll call to adopt R. #56.12: Ayes: Giovannitti, Haynes, Morina, Stevenson, Tedeski. Nays: None. Abstained: Kidd. **Motion carried.**

R. #57.12: RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, NEW JERSEY, AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE NEW JERSEY LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 40A:2-26. Giovannitti moved and Haynes seconded to adopt R. #56.12. Roll call: Ayes: Giovannitti, Haynes, Morina, Stevenson, Tedeski. Nays: None. Abstained: Kidd. **Motion carried.**

R. #58.12: RESOLUTION OF THE BOROUGH OF PAULSBORO AUTHORIZING THE SALE OF CERTAIN VEHICLES BY PUBLIC AUCTION IN ACCORDANCE WITH N.J.S.A. 40A:11-36.

Administrator Salvatore asked if the Fire Department wanted to add to the list of vehicles to be sold.

Councilman Stevenson stated the Fire Department would like to add the 1979 Dodge Power Wagon to the list of vehicles to be sold.

Giovannitti moved and Haynes seconded to adopt R. #58.12 with the addition of the 1979 Dodge. Roll call: Ayes: Giovannitti, Haynes, Kidd, Morina, Stevenson, Tedeski. Nays: None. **Motion carried.**

Mayor Hamilton asked to move the discussion with Triad Associates up on the Agenda. He stated he asked Triad Associates to come and discuss if they are able to find funds to spruce up around the Municipal Building.

Michael Zumpino and Jerry Velazquez from Triad were present to discuss grants and available funding.

Mr. Zumpino stated it is always a struggle to find other funding. Their Office has a Grants Committee Meeting every week. He asked if Mayor and Council had any ideas for funding. They are in the process of the Neighborhood Revitalization program.

Mr. Velazquez stated the Neighborhood Revitalization program is a one million dollar investment. There are eleven homes and they have sold 10 homes so far. He stated if Mayor and Council saw any other homeowner rehabs to call him and he will add it to the list.

Mayor Hamilton questioned what grants could be found for parking lots.

Mr. Zumpino stated it is pretty difficult to get funding just for parking lots. The Borough is a participating member through the County CDBG and HOME programs. There is streetscape grant funding.

Councilman Haynes stated the biggest issue is the roads and storm water runoff and money is needed to improve sewer lines.

Councilman Kidd suggested making a list of priorities and felt the Adams Street sewer line was a priority.

Councilman Stevenson questioned if there was grants for the Fire Company. He stated he will call Triad and touch base with them.

Council President Giovannitti thanked Triad for coming to the meeting and he felt funding was also needed in the area of recreation, to improve the athletic fields, parks, etc. He stated there is another Cops grant coming out. He suggested if anyone had any suggestions on Council to contact Triad.

Mr. Velazquez stated Triad looks mostly for \$0 to low matching grants. He would need to get a better sense of priorities from Mayor and Council.

Mayor Hamilton thanked Triad for coming to the meeting.

R. #59.12: RESOLUTION PROVIDING FOR CHANGE ORDER NO. 3 IN CONNECTION WITH THE PAULSBORO WATER TREATMENT PLANT PROJECT IN THE BOROUGH OF PAULSBORO. Giovannitti moved and Haynes seconded to adopt R. #59.12. Roll call: Ayes: Giovannitti, Haynes, Kidd, Morina, Stevenson, Tedeski. Nays: None. **Motion carried.**

Letter from Robert W. Parks, President, Paulsboro Little League, requesting permission to hold their annual Opening Day Parade on Saturday, April 14th, 2012 at 10:00 a.m. Giovannitti moved and Haynes seconded to receive, file the letter, approve the request, notify the proper departments and have the Police Department notify the State. **Motion carried.**

Email from Walt Quint regarding Phase I archeological investigation of the Paul House renovations project area. Giovannitti moved and Haynes seconded to receive and file the email.

Councilman Kidd questioned where the money was coming from to pay for this.

Administrator Salvatore stated from the NJDOT Livable Communities Grant.

All were in favor of the above motion except Kidd abstained.

Letter from Remington and Vernick Engineers recommending firms for the Phase I archeological investigation of the Paul House renovations project area. Giovannitti moved and Haynes seconded to receive and file the letter. All were in favor of the motion.

R. #60.12: RESOLUTION OF THE BOROUGH OF PAULSBORO APPOINTING URS CORPORATION TO CONDUCT THE PHASE I ARCHAEOLOGICAL INVESTIGATION FOR THE PAUL HOUSE PARKING LOT IN THE BOROUGH OF PAULSBORO. Giovannitti moved and Haynes seconded to adopt R. #60.12: Roll call: Ayes: Giovannitti, Haynes, Morina, Stevenson, Tedeski. Nays: Kidd. **Motion carried.**

Letter from the Tax Collectors and Treasurers Association of New Jersey regarding Senate Bill 2 and Senate Bill 533 which permits the removal of a tenured officer when a shared service agreement is entered into. Giovannitti moved and Stevenson seconded to receive and file the letter. All were in favor of the motion.

Tax Assessor Robyn Hammond discussed utilizing the same Tax maps engineers for the new tax maps. She stated Remington and Vernick Engineers are the engineers that initially worked on the maps and felt they should be the ones to finish out the project.

R. #61.12: RESOLUTION AUTHORIZING REMINGTON & VERNICK ENGINEERS AND AFFILIATES TO COMPLETE THE NEW BOROUGH OF PAULSBORO TAX MAPS. Giovannitti moved and Haynes seconded to adopt R. #61.12. Roll call: Ayes: Giovannitti, Haynes, Kidd, Morina, Stevenson, Tedeski. Nays: None. **Motion carried.**

Administrator Salvatore questioned the status of the revaluation.

Tax Assessor Hammond stated the contract has been signed by the Revaluation Company and the Gloucester Freeholders and the revaluation may start in March. A letter will be sent to the homeowners and the Company will make three (3) attempts to enter a house. Each Inspector must register with the Police Department and will have proper identification. There will be photographs taken.

Joan Lutz gave a report on what she has done since she has been doing the Fire Inspections. She estimated a cost of \$10,000 being received.

Councilman Stevenson stated he met with Ms. Lutz and he is great with her doing the job. Councilman Stevenson supports Ms. Lutz in appointing her to the position.

Councilwoman Tedeski questioned if Ms. Lutz was doing the inspections alone and if she felt comfortable.

Ms. Lutz stated yes she is doing it alone and she felt it was going well.

Phil Zimm, Fire Official, stated Ms. Lutz has retired from her full-time job and is here on Tuesdays and Thursdays. He has turned in his resignation as the Fire Official and would like Mayor and Council to accept his resignation. He has been monitoring Ms. Lutz and feels she is doing a wonderful job.

Giovannitti moved and Haynes seconded to accept Mr. Zimm's resignation as Fire Official. All were in favor of the motion.

R. #62.12: RESOLUTION OF THE BOROUGH OF PAULSBORO APPOINTING JOAN LUTZ AS FIRE OFFICIAL. Giovannitti moved and Haynes seconded to adopt R. #62.12. Roll call: Ayes: Giovannitti, Haynes, Kidd, Morina, Stevenson, Tedeski. Nays: None. **Motion carried.**

Mayor Hamilton discussed setting a time limit for the public to speak and the sample resolution that is needed to authorize a time limit.

R. #63.12: RESOLUTION ESTABLISHING RULES OF ORDER AND CONDUCT FOR ALL BOROUGH COUNCIL, WORK SESSION AND SPECIAL MEETINGS IN THE BOROUGH OF PAULSBORO FOR THE YEAR 2012.

Giovannitti moved and Stevenson seconded to adopt R. #63.12. Roll Call: Ayes: Giovannitti, Haynes, Kidd, Morina, Stevenson, Tedeski. Nays: None. **Motion carried.**

Administrator's Report:

Administrator Salvatore discussed the water and sewer rate increase. He stated he thought he could hold the rate without an increase. There was an increase in rates at the Sewer Authority and the closing of the monies for the Water Treatment Plant. The Borough will have to budget to make the first payment on the bond. The yearly debt service is \$136,000 and will have to make a full payment in 2013. He recommended raising the rate \$18.00 per year for water and \$10.00 per year for sewer. This would require the introduction of two (2) separate ordinances with the public hearing date to be held on March 19, 2012.

Councilman Haynes questioned if all angles have been looked at.

Administrator Salvatore stated yes and it will have to go up again next year also.

FIRST READING AND INTRODUCTION:

O. #02.12: AN ORDINANCE OF THE BOROUGH OF PAULSBORO AMENDING CHAPTER 61, "SEWER," OF THE CODE OF THE BOROUGH OF PAULSBORO.

Giovannitti moved and Stevenson seconded to adopt O. #02.12 on introduction and first reading and schedule the second reading and public hearing on March 19, 2012. Roll call: Ayes: Giovannitti, Haynes, Stevenson, Tedeski. Nays: Kidd, Morina. **Motion carried.**

FIRST READING AND INTRODUCTION:

O. #03.12: AN ORDINANCE OF THE BOROUGH OF PAULSBORO AMENDING CHAPTER 78, "WATER," OF THE CODE OF THE BOROUGH OF PAULSBORO.

Giovannitti moved and Stevenson seconded to adopt O. #03.12 on introduction and first reading and schedule the second reading and public hearing on March 19, 2012. Roll call: Ayes: Giovannitti, Haynes, Stevenson, Tedeski. Nays: Kidd, Morina. **Motion carried.**

Police Chief's Report:

Chief Wachter stated he sent an email today as there were issues with the Police vehicles from the airborne particles of an air spill from the Paulsboro Refinery. They will be sending an adjuster.

Chief Wachter stated the Department has received car computers. He also received an offer from Washington Township that they will be receiving 20 cars and would like to sell two (2) cars to the Department for \$2.00. He is hoping to work out an agreement. He will report back to Mayor and Council at the March meeting.

Chief Wachter gave a status on the hiring of the SLEO II Officers. He is holding interviews on March 5th.

Chief Wachter discussed increasing the hours of the part-time Records Clerk. He stated the department had two (2) full time Records Clerks but when one retired the Department was authorized to hire part time. He recommended increasing the hours from 20 to 30 hours per week. It wouldn't start until the March payroll and would result in a \$7,000 to \$8,000 increase.

There was further discussion on whether there would be benefits eligible if the hours were increased.

Council President Giovannitti suggested waiting to see what the budget looks like or maybe advertise for another part time person.

Chief Wachter stated he did not want another person but to increase the part time person's hours.

Councilman Kidd also suggested waiting to see what the budget is.

Chief Wachter stated he respected Council's suggestions and understand the financial restraints. The Department does generate an enormous amount of work. This person spends two (2) hours a day on UCR reports. The increase in hours would help to be more efficient.

Council President Giovannitti questioned if someone else in the Borough could be utilized for this time.

Chief Wachter stated again he respected their position and will wait until the budget is finalized but he will bring this forth again.

Chief Wachter stated everyone receives a report each month and asked them to take a better look at it and let him know if there should be any changes or additions to the report.

Councilwoman Tedeski stated she was pleased to see Paulsboro in the crime log in the newspaper. She is not glad it is there but she is glad the residents are getting more information.

Chief Wachter stated it will be seen more and more in the newspaper.

Mayor Hamilton stated he would like to hold a Town Forum at the High School on a Saturday morning in the cafeteria with the Chief and his administration.

Councilman Morina stated he will put in a facility request at the High School for this use.

Chief Wachter stated he suggested this type of meeting to introduce the Administration and Sergeants but it would be an informal type of meeting.

Haynes suggested advertising the Town Forum in the newspaper as it would set the date and time of a meeting.

Giovannitti moved and Morina seconded to schedule a Town Forum on March 24, 2012 at 10:00 a.m. at the Paulsboro High School cafeteria. Roll call: Ayes: Giovannitti, Haynes, Kidd, Morina, Stevenson, Tedeski. Nays: None. **Motion carried.**

Councilman Haynes thanked Mayor Hamilton, Administrator Salvatore and the rest of Council on working with him as the Borough almost lost an Operator in the Water and Sewer Department. He reached out to everyone in order to keep the Operator in Paulsboro.

Administrator Salvatore stated the Borough is receiving trash bids tomorrow.

Administrator Salvatore also informed Mayor and Council that when Triad files for a grant it is not free, that there is a cost. It would have to come before Mayor and Council before being deciding on.

Administrator Salvatore further stated that he met with Solicitor Daniels and there is a big backlog of property that needs to be foreclosed on. At the next meeting there will be a Resolution to be adopted that will list the foreclosures and one of the foreclosures is the property on Swedesboro Avenue. He has Solicitor Daniels handling the foreclosures.

Mayor and Council further discussed the process of the In Rem Foreclosures.

Construction Official Zimm reported on the properties on Swedesboro Avenue, Berkley Road and Adams Street.

Mayor Hamilton recommended authorizing Solicitor Angelini to handle the condemnation with copies to everyone and move forward on the 1253 Berkley Road property.

Giovannitti moved and Stevenson seconded to authorize Construction Official Zimm, Administrator Salvatore and Solicitor Daniels to work together to expedite getting this property taken down. All were in favor of the motion.

Construction Official Zimm reported he cannot condemn the property at 1638 Swedesboro Avenue. It is a new house but it just never got finished.

Council President Giovannitti stated Councilman Stevenson met with Mr. Sheffield and had Borough Foreman Tinder board up the basement windows.

Construction Official Zimm also reported that the porch fell in at 123 West Adams Street. It could possibly be cited under the unfit dwellings code, property maintenance code, or under State statutes.

Administrator Salvatore informed Construction Official Zimm to speak with Solicitor Daniels regarding this property also.

Council President Giovannitti thanked Construction Official Zimm for coming to the meeting and if there are any other properties to inform Administrator Salvatore. He also suggested Construction Official Zimm submit a list to Mayor and Council.

There wasn't any further Borough business.

Giovannitti moved and Haynes seconded to adjourn the meeting at 6:55 p.m. All were in favor of the motion.

This is a brief summary of the Work Session Meeting of the Mayor and Council of the Borough of Paulsboro held on February 27, 2012 and should not be considered a verbatim transcript of the meeting.

Respectfully submitted,

Kathy A. VanScoy, RMC/CMC
Borough Clerk

W. Jeffery Hamilton, Mayor