

JULY 16, 2012

PAULSBORO. N.J.

6:00 P.M.

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, Giampola, Haynes, Kidd, Stevenson (arrived at 6:55 p.m.), Turner.

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.

Ray Miller, 31 Riverview Avenue, questioned what the restrictions were for the Riverside Inn on Saturday for their concert. The concert was still going on after 11:00 p.m. He called the Police and by 11:20 p.m. it was closed down. He further discussed the restrictions on the Riverside Inn's license and that nothing has changed. The owner shows very little example for the consideration of the neighbors. He felt it was time the owner follow the rules. He isn't any different than the Sportsmens' Club as he doesn't hear any noise from them. The owner has placed a sign on the building that says, "Bikers Welcome, No Colors Please" and he questioned if this was what the town wants. He also stated that if this is what he is going to put up with then he will go to the NJABC himself and he will retain a lawyer.

Mayor Hamilton suggested Mr. Miller discuss his concerns with Chief Wachter.

There wasn't any further public participation.

Minutes of a Regular Meeting held on July 3, 2012 at 7:00 p.m. Giovannitti moved and Giampola seconded to receive, file and adopt the above minutes. All were in favor of the motion.

Minutes of an Executive Session Meeting held on July 3, 2012 at 7:00 p.m. Giovannitti moved and Haynes seconded to receive, file and adopt the above minutes. All were in favor of the motion.

R. #146.12: RESOLUTION PROVIDING FOR THE PAYMENT OF THE BILLS OUT OF THE 2012 BUDGET. Giovannitti moved and Haynes seconded to pay all bills properly signed and adopt R. #146.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Turner. Nays: None. **Motion carried.**

R. #147.12: RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY IN A SAFE AND SECURE COMMUNITIES PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY. Giovannitti moved and Haynes seconded to adopt R. #147.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Turner. Nays: None. **Motion carried.**

Letter from Nick L. Petroni, Petroni & Associates, LLC, regarding 2011 Audit. Giovannitti moved and Haynes seconded to receive and file the letter. All were in favor of the motion.

Receipt of 2011 Audit. Giovannitti moved and Haynes seconded to receive and file the 2011 Audit. All were in favor of the motion.

Councilman Kidd stated he noticed the Auditor was not present to discuss the 2011 Audit and there are different things that should have been done as noted on page 110 of the Audit. He recommended approval of the Audit but felt Mayor and Council should review the findings with the Administrator.

Kidd moved and Haynes seconded to authorize the Administrator to review the findings of the Audit with Mayor and Council.

Council President Giovannitti stated there weren't any significant difficulties with the Audit.

Mayor Hamilton stated there are some findings that keep coming up every year.

Councilman Giampola stated there are three of four findings from the Audit before.

Councilman Kidd stated he was sorry the Auditor wasn't present.

All were in favor of the above motion.

R. #148.12: RESOLUTION REQUIRING THE GOVERNING BODY OF THE BOROUGH OF PAULSBORO TO ADOPT THE ANNUAL AUDIT PURSUANT TO N.J.S.A. 40A:5-4. Giovannitti moved and Haynes seconded to adopt R. #148.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Turner. Nays: None. **Motion carried.**

R. #149.12: RESOLUTION PROVIDING FOR THE PROCEDURE TO PROCESS BILL PAYMENTS FOR THE MONTH OF AUGUST FOR THE BOROUGH OF PAULSBORO. Giovannitti moved and Haynes seconded to adopt R. #149.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Turner. Nays: None. Motion carried.

R. #150.12: RESOLUTION APPOINTING SPECIAL LAW ENFORCEMENT OFFICERS (SLEO) CLASS II FOR THE BOROUGH OF PAULBORO POLICE DEPARTMENT. Giovannitti moved and Giampola seconded to adopt R. #150.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Turner. Nays: None. Motion carried.

SECOND READING AND PUBLIC HEARING:

O. #06.12: AN ORDINANCE TO FURTHER AMEND AND SUPPLEMENT SALARY ORDINANCE OF THE BOROUGH OF PAULSBORO. Giovannitti moved and Giampola seconded to open the meeting to the public. All were in favor of the motion.

There wasn't any public participation.

Giovannitti moved and Giampola seconded to close the meeting to the public. All were in favor of the motion.

Giovannitti moved and Giampola seconded to adopt O. #06.12 on second and final reading. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Turner. Nays: None. Motion carried.

Letter from Erik Biermann, Sickels and Associates, Inc., regarding quotes for Delaware Street emergency sewer repair.

Haynes moved and Giovannitti seconded to receive and file the letter. All were in favor of the motion.

Erik Biermann, Sickels and Associates, explained the emergency sewer repair which was due to a sinkhole at the base of the manhole that had deteriorated but because it is upstream to the Gloucester County Utilities Authority Pump Station, the manhole needs to be replaced. The emergency work will include cleaning the mains, root cutting and inspection with a camera. There will be a pre-construction meeting on Wednesday, July 18th. It will take a week to get the materials and another week to complete the work. Delaware Street will be blocked off and detoured. There will be pumps working but the noise will be minimal. The businesses will remain open but the people will not be able to drive up and park. The residents will be notified and the Public Works Department will hand deliver those notices as well as detour signs posted.

Receipt of Quotations - Delaware Street Emergency Sewer Repair:

- | | |
|-----------------------------------|---------------|
| 1. Pioneer Pipe Contractors, Inc. | \$119,240.00 |
| 2. Corrado Construction Co., Inc. | \$168,439.00\ |

Haynes moved and Giovannitti seconded to receive, file, spread the quotes in the minutes and accept the quotes. All were in favor of the motion.

R. #151.12: EMERGENCY RESOLUTION PER NJS 40A:4-48 FOR THE DELAWARE STREET EMERGENCY SEWER REPAIR IN THE BOROUGH OF PAULSBORO. Giovannitti moved and Haynes seconded to adopt R. #151.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Turner. Nays: None. Motion carried.

R. #152.12: RESOLUTION AUTHORIZING AWARDED OF QUOTATIONS FOR THE DELAWARE STREET EMERGENCY SEWER REPAIR TO PIONEER PIPE CONTRACTORS, INC. FOR THE BOROUGH OF PAULSBORO. Giovannitti moved and Giampola seconded to adopt R. #152.12. Ayes: Giovannitti, Giampola, Haynes, Kidd, Turner. Nays: None. Motion carried.

Letter from Erik Biermann, Sickels & Associates, Inc., regarding Sanitary Sewer System Review for TWA Application - Proposed Paulsboro Marine Terminal. Giovannitti moved and Haynes seconded to receive and file the letter. All were in favor of the motion.

R. #153.12: RESOLUTION AUTHORIZING EXECUTION OF TREATMENT WORKS APPROVAL (TWA) FORMS AND GCUA APPLICATION FORMS IN THE BOROUGH OF PAULSBORO. Giovannitti moved and Giampola seconded to adopt R. #153.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Turner. Nays: None. Motion carried.

Letter from Steven R. Mathis, New Jersey DEP, regarding notice of violation. Haynes moved and Kidd seconded to receive, file the letter and instruct the Water and Sewer Engineer and the Department Heads to prepare a letter outlining the progress with the Water Meters. All were in favor of the motion.

Water and Sewer Superintendent John Daly stated the State wants the Borough to start reading the meters and bill according to usage.

Mr. Biermann stated there is a time frame which is twenty days that the Borough has to submit in writing regarding the violation.

Memo from Administrator Salvatore regarding Computer Program Purchase - Tax and Utility. Giovannitti moved and Giampola seconded to receive and file the memo. All were in favor of the motion.

R. #154.12: RESOLUTION OF THE BOROUGH OF PAULSBORO AWARDED A

CONTRACT TO EDMUNDS AND ASSOCIATES, INC. FOR THE PURCHASE OF TAX AND UTILITY COMPUTER SOFTWARE. Giovannitti moved and Giampola seconded to adopt R. #154.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Turner. Nays: None. Motion carried.

Letter from George D. Eaton, NJ DCA, regarding Multiple Dwelling Inspectors. Giovannitti moved and Haynes seconded to receive, file the letter and improve license. All were in favor of the motion.

Received Annual Instant Raffle License Application #RA-560 from George D. Patton Veteran of Foreign Wars Post #678. Giovannitti moved and Haynes seconded to receive, file the application and approve the license. All were in favor of the motion.

Letter from Anna Docimo, Gloucester County Department of Health, Division of Senior Services, requesting use of the Shuttle Bus for the annual Senior Citizen Picnic on September 12, 2012 from 11:00 a.m. to 3:00 p.m. at the Redbank Battlefield in National Park. Giovannitti moved and Giampola seconded to receive, file the letter, approve the request and notify the proper departments. All were in favor except Haynes abstained.

Letter from Tax Collector Barbara Sockwell to New Jersey Division of Local Government Services regarding 2012-2013 tax bills. Giovannitti moved and Giampola seconded to receive and file the letter. All were in favor of the motion.

Memo from Administrator Salvatore regarding 1202 Delaware Street Lease - Economic Development Office. Giovannitti moved and Giampola seconded to receive and file the memo. All were in favor of the motion.

Solicitor Daniels explained that there never was a lease agreement and the money was donated by NuStar for the rent. His recommendation was to give him authority to draft a lease agreement. He doesn't have a problem with a security deposit or late fee but what he finds objectionable is including the electric bills in the rent. He felt he could negotiate a lease without including the electric bills and then present to Mayor and Council.

Giampola moved and Giovannitti seconded to receive, file and turn this over to the Solicitor to negotiate a lease and bring back to Mayor and Council in September.

Councilman Kidd stated the landlord hasn't done anything to the building including the heat but the Borough has.

Councilman Haynes stated NuStar is being sold and questioned

if there were any other options or buildings such as the Ambulance Building.

Council President Giovannitti stated the program ends in December and won't need a building.

Mayor and Council further discussed this matter.

At 6:55 p.m., Councilman Stevenson arrived for the meeting.

All were in favor of the motion to authorize the Solicitor to negotiate a lease.

Mayor Hamilton discussed vacuuming the drains and a company is giving him a proposal. He felt that was the reason why the water was backing up.

Council President Giovannitti stated he will have something in September.

Mayor Hamilton stated there is a group (DeHart) coming tomorrow around 11:00 a.m. to demonstrate a street sweeper. He stated if anyone wanted more information to contact Borough Foreman Tinder. He is bringing this to everyone's attention as he will be getting bids.

Councilman Kidd questioned if Mayor Hamilton checked other towns for a shared service.

Mayor Hamilton stated he did that as well.

Mayor Hamilton stated he would like someone to clean the floors at the Borough Hall which he has someone who works for the Borough. This person will clean the floors on a Saturday morning but he wanted to see how everyone felt and he wanted to keep it in house.

Council President Giovannitti questioned the price and how many hours it would take.

Mayor Hamilton stated it would take about three (3) to four (4) hours.

Councilman Giampola felt it was a good idea. He further stated the person is already an employee and he would be paid his regular rate.

Councilman Haynes questioned if this was a one (1) time deal.

Mayor Hamilton stated yes and then have the employees maintain

it.

Giovannitti moved and Giampola seconded to have the floors cleaned in Borough hall by a certain Borough employee on a Saturday for three (3) to four (4) hours at his regular rate of pay. All were in favor of the motion.

Mayor Hamilton has spoken with Councilman Haynes and the County to lease/rent street sweeper services to the Borough.

Councilman Haynes stated it is \$350.00 per day for an eight (8) hour day.

Giovannitti moved and Giampola seconded to send a letter by the Administrator to request a shared service agreement with the County for a street sweeper. All were in favor of the motion except Haynes abstained.

Council President Giovannitti discussed the annual Conference held in November. He felt if anyone wanted to attend, the Borough would pay their registration fee but they can ride back and forth to the Conference. He suggested coming up with a Policy and Procedure Committee for a Conference Policy. He didn't think the taxpayers should have to pay for attendees to stay overnight.

Councilman Stevenson stated he had a good talk with the Administrator and felt the new people on Council should go but it is only 1 (one) hour away. He backed Council President Giovannitti and felt the taxpayers shouldn't have to pay.

Mayor Hamilton stated as his new position as Mayor he is not able to learn sitting in Paulsboro but felt the Conference was a great way to learn and network with other municipalities.

Councilman Haynes stated what Council President Giovannitti and Councilman Stevenson said was Borough funds would not be used for staying but the Borough would pay for the badge as the seminars are informational but not good to use taxpayers money as the Borough is looking to save money.

Mayor Hamilton questioned that if anyone wanted to go, they would have to pay themselves and that would include employees and the Governing Body?

Council President Giovannitti stated yes except for the Registration cost.

Mayor and Council further discussed the annual Conference in November.

Councilwoman Turner stated the new people should be able to go but she is not a night driver due to blindness. She felt there were other options such as doubling up in a room but it should be across the board.

Council President Giovannitti stated he felt everyone needed the knowledge but also need to look at the funding. He recommended starting this year the Borough would pay for registration but the individuals would have to pay for the overnight stay. He felt this should be discussed further in September.

Councilman Giampola stated he has spoken with Emergency Management Coordinator Glenn Roemmich regarding the emergency siren system. Emergency Management Coordinator Roemmich was having time constraint issues and as the Deputy Emergency Management Coordinator, he has taken over the project and will complete the project. He has to get an electrician and a phone line to get power out back.

Mayor Hamilton stated he hadn't heard anything about Emergency Management Coordinator Glenn Roemmich giving up his position.

Councilman Giampola stated Emergency Management Coordinator Roemmich was not giving up his position but he asked Councilman Giampola to take over the project. He is hopeful it will be completed by the meeting in September.

Councilman Haynes discussed the Water and Sewer Department position. There were 44 applicants and it was narrowed down to five (5) individuals which interviews were held. He recommended moving the name forward of Philip B. Brice of 609 Lincoln Avenue as Repairman Third Class.

R. #155.12: RESOLUTION OF THE BOROUGH OF PAULSBORO APPOINTING PHILLIP B. BRICE AS REPAIRMAN THIRD CLASS FOR THE BOROUGH OF PAULSBORO. Giampola moved and Giovannitti seconded to adopt R. #155.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Stevenson, Turner. Nays: None. Motion carried.

Councilman Giampola discussed item #17 of the agenda in regards to a letter from George D. Eaton and the Multiple Dwelling Inspector. He stated it is about Mr. Hogle's license expiring on July 12th and he doesn't have the seminars needed to obtain his renewal. He suggested giving this to the Administrator to see what action is to be taken. He asked to have the Administrator handle this matter.

Giovannitti moved and Giampola seconded to have the Administrator meet with Keith Hogle to try to get this resolved and to keep Mayor and Council up to date. All were in favor of the

motion.

Police Chief's Report:

Chief Wachter agreed regarding Conferences and that is why he didn't go last year and why he wasn't going this year.

Chief Wachter stated he will have the recommendations of the top candidates for the Patrolman's position in September as well as the SLEO I positions.

Chief Wachter reported on the fight that occurred on July 4th which included a large group of individuals. There were 17 individuals charged. He has added additional manpower to deter any future events.

Chief Wachter stated there was an increase in residential burglaries but last month there was a significant decrease and he hoped it continues to decrease.

Chief Wachter has also increased the juvenile curfew which he has dedicated an officer to the program as well as charging the parents.

Chief Wachter stated he is trying to be proactive and is looking for grant funds for over time.

Chief Wachter stated the telephone recording system has failed. The prices are staggering with costs around the \$7,000 to \$11,000 range which he doesn't have the money for and will try to get through this year.

Chief Wachter stated this year for the first time the Department held a Summer Youth Program which Captain Marino ran.

Captain Marino stated there were nine (9) participants and all responded well. There was a lot of cooperation to get the program off the ground such as Sgt. Lewis from Woolwich Township as the instructor and Dr. Scambia and Principal Morina assisted at the High School. This Friday, July 20th, is the graduation in the Gym at the High School at 11:00 a.m. He has reached out to the Gloucester County Times and they met today. He felt this was a positive program and he would like to continue it next year. He requested Mayor and Council send a letter to Woolwich Township thanking them for the use of Sgt. Lewis and also thanking Sgt. Lewis.

Kidd moved and Giampola seconded to send thank you letters to Woolwich Township and Sgt. Lewis. All were in favor of the motion.

Chief Wachter discussed the incident at the Riverside Inn on Saturday. This establishment is the only bar to get approval for special events. Other bars have to go through the Police Department and the Borough Clerk for the application process. Mr. Haynes needs to be open minded with the time limits on music and alcohol. He has no problem sitting down with Mr. Haynes to assist in creating a balance. He would like to see Mr. Haynes thrive but also respect the residents' quality of life.

Mayor Hamilton asked the Chief to speak with the owner of the Riverside Inn.

Chief Wachter stated he will speak with Mr. Haynes regarding the problems as well as his recommendation for future events and he also has a problem with the sign regarding bikers.

Councilman Giampola stated Mr. Haynes should have to follow the same process as the rest of the bars. It is not fair that the Borough receives Mr. Haynes letters of request the day of the meeting.

Giampola moved and Stevenson seconded to have the Riverside Inn follow the same process as the other bars and be requested through the Police Department. All were in favor of the motion except Haynes abstained.

Solicitor Daniels stated Mayor and Council should develop a policy regarding the restrictions and pass by ordinance which shows due process.

Giovannitti moved and Stevenson seconded to authorize Chief Wachter and Solicitor Daniels to develop a proposal for a due process to lift the restrictions and bring back in September. All were in favor of the motion.

There wasn't any further Borough business.

Stevenson moved and Giampola seconded to adjourn the meeting at 8:03 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 July 16, 2012 and should not be considered a verbatim transcript of the meeting.

Respectfully submitted,

W. Jeffery Hamilton, Mayor

Kathy A. VanScoy, RMC/CMC
Borough Clerk