

**FEBRUARY 17, 2009**

**PAULSBORO, N.J.**

**7:00 P.M.**

**WORK SESSION MEETING**

Council Chamber:

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

Members present were: Giovannitti, Hamilton, Kidd, Tedeski. Absent: Haynes (excused) and Morina.

Mayor Burzichelli called the meeting to order.

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

Mayor Burzichelli opened the floor to the public.

There wasn't any public participation.

Minutes of a Regular Meeting held on February 3, 2009 at 7:00 p.m. Kidd moved and Hamilton seconded to receive, file and adopt the above minutes. All were in favor of the motion.

**R. #51.09: RESOLUTION PROVIDING FOR THE PAYMENT OF BILLS OUT OF THE 2009 TEMPORARY BUDGET.** Kidd moved and Giovannitti seconded to pay all bills properly signed and adopt R. #51.09. Roll call: Ayes: Giovannitti, Hamilton, Kidd, Tedeski. Nays: None. **Motion carried.**

**R. #52.09: RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR STATE FY 2010 LIBRARY AID.** Kidd moved and Hamilton seconded to adopt R. #52.09. Roll call: Ayes: Giovannitti, Hamilton, Kidd, Tedeski. Nays: None. **Motion carried.**

Preliminary Equalization Table for the County of Gloucester for the Year 2009. Kidd moved and Hamilton seconded to receive and file the table.

Councilman Kidd asked Administrator Salvatore to explain the table.

Administrator Salvatore stated it tells what the equalized value is to the assessed value.

All were in favor of the above motion.

Memo from Administrator Salvatore regarding Bond Anticipation Note. Kidd moved and Hamilton seconded to receive and file the memo. All were in favor of the motion.

Administrator Salvatore stated that he sent out notes to the banks and only one responded which was The Bank.

Eric Biermann from Sickels and Associates was present to discuss several capital improvement projects of the Water and Sewer Department. He discussed the repaving of Billings Avenue from Delaware Street to Seventh to Sixth Street which consists of 1,900 feet and other methodologies. He is finalizing plans to go to the New Jersey Department of Transportation.

Mr. Biermann discussed the Nassau Street Elevated Tank. He stated it is over 80 years old and he recommended that it be replaced. He recommends a 500,000 gallon tank instead of the 300,000 gallon tank that is there now. The Borough has applied for funding through the Economic Stimulus Plan. The proposed budget from design to bid is estimated at \$100,000. It would take 88 weeks from surveying of the property to construction.

Mr. Biermann discussed the water meters and billing for water usage. The computer system for the billing system could cost \$800,000 to \$900,000. This is a requirement of the Water Allocation Permit from December 2007.

Mr. Biermann also gave an update on the new Wells 8 & 9 and the Treatment Plant. He stated new data had to be reviewed once it is received because when the wells were tested by the contractor and the Borough they came out with different results. He discussed a pilot study. He also gave an update on Well No. 7 and its operational problems.

Mr. Biermann discussed the standpipe. Verizon wants to add additional antennas to the standpipe. AT&T already has antennas on the standpipe. The next step for the Borough is to authorize the Engineer to prepare bid specifications and bid it out.

Kidd moved and Hamilton seconded to authorize the Engineer to prepare specifications. All were in favor of the motion.

There wasn't anything further for Mr. Biermann to discuss.

Mayor Burzichelli thanked Mr. Biermann for coming to the meeting.

Administrator Salvatore stated an adjustment in the water bills was needed to help fund the above mentioned capital improvements. Right now the Borough would be \$99,000 short in revenue. He recommended raising the water bill rates \$13.00 per quarter. The water bill would go from \$172.00 per year to \$224.00 per year.

Councilman Kidd stated the Department Heads should be looking out there for grants and helping with it.

**O. #01.09: AN ORDINANCE OF THE BOROUGH OF PAULSBORO AMENDING CHAPTER 78, "WATER," OF THE CODE OF THE BOROUGH OF PAULSBORO.**

Kidd moved and Hamilton seconded to adopt O. #01.09 on introduction and first reading and schedule the second reading and public hearing on March 3, 2009. Roll call: Ayes: Giovannitti, Hamilton, Tedeski. Nays: Kidd. **Motion denied.**

Mayor Burzichelli stated Council needs four affirmative votes to pass the ordinance. This will delay the capital projects and it will delay the introduction of this Ordinance until the next meeting.

Administrator Salvatore stated he is transferring two more bank accounts from the Wachovia Bank to The Bank.

**R. #53.09: RESOLUTION APPROVING THE OPENING OF A BANK ACCOUNT FOR THE EAST GREENWICH RCA ESCROW ACCOUNT FOR THE BOROUGH OF PAULSBORO.**

**R. #54.09: RESOLUTION APPROVING THE OPENING OF A BANK ACCOUNT FOR THE WOOLWICH TOWNSHIP RCA ESCROW ACCOUNT FOR THE BOROUGH OF PAULSBORO.**

Kidd moved and Hamilton seconded to adopt R. #53.09 and #54.09. Roll call: Ayes: Giovannitti, Hamilton, Kidd, Tedeski. Nays: None. **Motion carried.**

Memo from Chief F. Grogan regarding background check of Fire Association Fireman Applicant (Kyle Adams). Kidd moved and Tedeski seconded to receive, file the memo and approve the Firemen's Membership Application. All were in favor of the motion.

Memo from Chief F. Grogan regarding recommendation of two alternate school crossing guards. Kidd moved and Hamilton seconded to receive, file the memo and approve the Chief's recommendation. All were in favor of the motion.

Memo from Chief F. Grogan regarding authorization to hire records clerk. Kidd moved and Hamilton seconded to receive and file the memo. All were in favor of the motion.

Chief Grogan discussed the above memo and gave an overview of the problems the Department is having due to the lack of a records clerk. He is requesting hiring someone part time for 20 hours per week and asks that during the days and weeks that the Secretary is out to increase the hours. He has someone in mind internally who is already a part of the Police Department. There was further discussion regarding the rate of pay and Mayor and Council will come back later in the meeting to discuss this while figures were being found.

Chief Grogan stated the Department has had an issue for eight to nine months with backing up of records. The tapes have become obsolete. The Department has gone with an online back up system through a company called Barracuda and they have to pay a maintenance fee.

Chief Grogan further discussed an indictment list, the Anti-Crime Partnership which will be addressed in April and physicals of Crossing Guards.

Chief Grogan also discussed a Plate Scan Recognition System that takes pictures of license plates as they drive by and then runs them through the system. It cost \$28,000 and they received the funding by way of grants. He is also applying for grant funds for over time to the narcotics investigations and bicycle patrols.

Chief Grogan again discussed the position of Records Clerk. The rate of pay would be \$17.90 per hour at \$17,680 per year.

Mayor and Council questioned if this position was posted internally and if not, it should be internally posted first.

Councilman Kidd discussed a dress code for the employees. This is something the Borough should have.

Mayor Burzichelli felt this was draconian and would bog the Administrator down as it would fall upon him to enforce.

Councilman Giovannitti stated this dress code would only affect about five people and felt everyone dressed nice.

There was further discussion regarding establishing a dress code.

Kidd moved and Hamilton seconded to adopt a Borough Dress Code Policy.

After further discussion Councilman Hamilton withdrew his second to the motion.

Therefore, due to Councilman Hamilton withdrawing his second there wasn't a second on the motion.

Councilman Giovannitti stated he has met with the Code Enforcement Officer and he wanted Council to know that this person can't do everything. For instance something came up about trailers and that isn't under the Code Enforcement Officer's position. He felt that Council should look at their own properties in order to set an example.

Councilman Giovannitti gave an update on recycling and felt more recycling was being collected. He discussed bigger trash cans and the "one arm bandit" which is used in Pitman who has small streets.

Administrator Salvatore stated it isn't because of the small streets but because of the one way streets.

Mayor Burzichelli questioned the status of “Recycle Bank”.

Councilman Hamilton will call them tomorrow.

Councilman Giovannitti felt it should be looked into more thoroughly as more people are recycling.

There wasn't any further Borough business.

Giovannitti moved and Hamilton seconded to adjourn the meeting at 8:45 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 17, 2009 and should not be considered a verbatim transcript of the meeting.

Respectfully submitted,

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Kathy A. VanScoy, RMC/CMC  
Borough Clerk

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John J. Burzichelli, Mayor