

MARCH 17, 2015

PAULSBORO. N.J.

7:00 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: Council President Kidd, Councilman Giovannitti, Councilman Haynes, Councilman Holloway, Councilman Stevenson. Absent: Councilwoman 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, asked anyone speaking to give their name and address, reminded everyone there was a five (5) minute time limit and to silence all electronic devices.

Linda Weber, 600 King Street, stated the Paulsboro Little League is selling Merchant Discount Cards for \$10.00 each. They have an unlimited use for one (1) year. If anyone is interested in purchasing a card, to please see her.

There wasn't any further public participation.

Council President Kidd moved and Councilman Giovannitti seconded to close the floor to the public at 7:04 p.m. All were in favor of the motion.

**R. #73.15: EMERGENCY TEMPORARY RESOLUTION PRIOR TO ADOPTION OF THE BUDGET.** Council President Kidd moved and Councilman Giovannitti seconded to adopt R. #73.15. Roll call: Ayes: Council President Kidd, Councilman Giovannitti, Councilman Haynes, Councilman Holloway, Councilman Stevenson. Nays: None. Motion carried.

**R. #74.15: RESOLUTION PROVIDING FOR THE TRANSFER OF FUNDS IN THE 2014 BUDGET RESERVE ACCOUNTS.** Council President Kidd moved and Councilman Giovannitti seconded to adopt R. #74.15. Roll call: Ayes: Council

President Kidd, Councilman Giovannitti, Councilman Haynes, Councilman Holloway, Councilman Stevenson. Nays: None. Motion carried.

**R. #75.15: RESOLUTION PROVIDING FOR THE PAYMENT OF BILLS OUT OF THE 2015 TEMPORARY BUDGET.** Council President Kidd moved and Councilman Giovannitti seconded to pay all bills properly signed and adopt R. #75.15. Roll call: Ayes: Council President Kidd, Councilman Giovannitti, Councilman Haynes, Councilman Holloway, Councilman Stevenson. Nays: None. Motion carried.

**R. #76.15: RESOLUTION PROVIDING FOR CHANGE ORDER NO. 2 IN CONNECTION WITH THE GILL MEMORIAL LIBRARY ADDITION AND RENOVATIONS IN THE BOROUGH OF PAULSBORO.** Council President Kidd moved and Councilman Giovannitti seconded to adopt R. #76.15. Roll call: Ayes: Council President Kidd, Councilman Giovannitti, Councilman Haynes, Councilman Holloway, Councilman Stevenson. Nays: None. Motion carried.

**R. #77.15: RESOLUTION OF THE BOROUGH OF PAULSBORO ACCEPTING THE FINDING OF A DECLARATION OF EMERGENCY FOR THE REPAIRS TO WELL #8 AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH A.C. SCHULTES.** Council President Kidd moved and Councilman Haynes seconded to adopt R. #77.15. Roll call: Ayes: Council President Kidd, Councilman Giovannitti, Councilman Haynes, Councilman Holloway, Councilman Stevenson. Nays: None. Motion carried.

Councilman Haynes explained there is an emergency issue with Well No. 8 which he informed everyone about at the last meeting. The emergency allowed the Water and Sewer Department to receive quotes and Water and Sewer Superintendent and the Water and Sewer Engineer reviewed the quotes and recommended the quote be awarded to A.C. Schultes.

Dr. Quint was present to discuss Change Order No. 2 for the Gill Memorial Library. The project is on schedule but the change order extends the contract six (6) more days. He explained the need for the Change Order which calls for the removal and replacement of selective joists that are badly deteriorated and allows for the subsequent process of leveling and jacking up the existing bearing blocks to create a safe and level flooring system. In addition, it is recommended to install 3/8" plywood subfloor which will aide in making up some height caused by the differential settlement over time and will act as a consistent surface to cover the aged wood plank floor, while also providing a level subfloor for the new finishes, there by guaranteeing and safeguarding their warranties and installation. This change order is out of the scope of the contract documents and therefore entitles the contractor to additional time to complete and remediate the situation. The contractor has requested an extension of six (6) working days to perform the work and the new end date would be June 25, 2015. The change order will result in an additional cost of \$12,533.00. The Library Board anticipated \$100,000 for such

contingencies. At this time the contingencies cost \$14,033.00. During the summer months, the Library will move back into the building and hopefully have some money left over.

Dr. Quint also stated the High School has been approved for the Town Forum that will be held on March 28<sup>th</sup>.

**R. #78.15: RESOLUTION APPOINTING JOHN ALICE AS MUNICIPAL PROSECUTOR FOR THE BOROUGH OF PAULSBORO.** Council President Kidd moved and Councilman Giovannitti seconded to adopt R. #78.15. Roll call: Ayes: Council President Kidd, Councilman Giovannitti, Councilman Haynes, Councilman Holloway, Councilman Stevenson. Nays: None. Motion carried.

Letter from Paul J. Miola, Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, regarding 2014 Safety Incentive Program Awards. Council President Kidd moved and Councilman Giovannitti seconded to receive and file the letter. All were in favor of the motion.

Councilman Giovannitti moved and Councilman Stevenson seconded to send a letter of thanks to the Administrator and all Department Heads. All were in favor of the motion.

Administrator's Report:

Administrator/Treasurer Ruggeri discussed the funding for Thomson Avenue. The New Jersey Local Finance Board, by regulation, permits municipalities to fund preliminary surveys, architects' fees, engineering costs, etc. from the Capital Improvement Fund provided that the ultimate project could be funded by a bond ordinance. The Borough Council hereby establishes in the Water and Sewer Capital Fund an account designated "Reserve for Preliminary Expenses for Thomson Avenue Water Main and Storm Water Improvements" in the amount of \$170,000.00.

**R. #79.15: RESOLUTION TO APPROPRIATE A RESERVE FOR PRELIMINARY EXPENSES OUT OF THE CAPITAL IMPROVEMENT FUND OF THE WATER AND SEWER UTILITY CAPITAL FUND OF THE BOROUGH OF PAULSBORO.** Council President Kidd moved and Councilman Giovannitti seconded to adopt R. #79.15. Roll call: Ayes: Council President Kidd, Councilman Giovannitti, Councilman Haynes, Councilman Holloway, Councilman Stevenson. Nays: None. Motion carried.

Councilman Haynes stated funding applications have been submitted to NJDEP and other applications have been submitted to the following:

- Gloucester County Soil Conservation District

- Bureau of Water Systems Engineering
- NJDEP – Land Use (Wetlands, Coastal Area, Flood Hazard)
- Tidelands
- US Army Corp of Engineers

The Engineer is also working on obtaining an appraisal for the temporary and permanent easements needed through Leon Manchester's property to get the storm pipe from Commerce Street through to the outfall on Mantua Creek.

#### Police Chief's Report:

Memo from Chief Chris T. Wachter requesting discussion on personnel matters. Council President Kidd moved and Councilman Giovannitti seconded to receive and file the memo. All were in favor of the motion.

Chief Wachter discussed the replacement of the Police Clerk's position. He has filled the position with a temporary appointment. This individual is a Class I Special Officer who is on restrictive duties due to her maternity. Chief Wachter will come back in the fall to fill the position permanently.

Councilman Stevenson moved and Councilman Haynes seconded to fill the position of Police Clerk temporarily with a Class I Special Officer on restrictive duties. All were in favor of the motion.

Chief Wachter also discussed the promotional process to promote a Lieutenant and a Sergeant. The candidates will need a minimum of 10 weeks to a maximum of 12 weeks to study for the exam. Chief Wachter will have both written and oral testing in the early part of June. The written and oral exams will be conducted by the Chief's Association. There are five (5) candidates for the Lieutenant and 14 candidates for Sergeant. Chief Wachter is asking to promote one (1) Sergeant to Lieutenant and one (1) Patrolman to Sergeant. This will take about two (2) meetings of the Governing Body to conduct the interviews once testing is complete. He will talk more about this in the spring.

Council President Kidd moved and Councilman Giovannitti seconded to authorize Chief Wachter to continue with the promotional process. All were in favor of the motion.

Chief Wachter further discussed the hiring of two (2) additional Police Officers.

Mayor Hamilton suggested Chief Wachter discuss the above with the Administrator/Treasurer to possibly include in the budget.

Chief Wachter stated the Council will have to replace one (1) Officer and during the budget cycle, Council can possibly hire another Officer. He would like approval to start the hiring process. He also would like to hire Class II Officers as well. He is hoping to get a large pool of candidates. He has one (1) Special Officer coming back in the spring and he will start that process.

Councilman Stevenson moved and Councilman Holloway seconded to comply with the Chief's recommendations to hire an Officer, possibly two (2) Officers and (2) SLEOs. All were in favor of the motion.

Chief Wachter also discussed the Body Camera Program. The Deputy Chief prepared a policy for the Program and it was sent to the County Prosecutor's Officer who loved it and is sending it to the State. Evesham Township is looking at Paulsboro's model. He has had a teleconference with the Attorney General's Office to develop a statewide Body Camera policy. He thanked the Governing Body for their support of this program.

Chief Wachter stated there have been issues with the Paulsboro Refinery but the issues are just odor and a nuisance.

Councilman Giovannitti thanked Chief Wachter and Fire Chief Giampola for escorting the Paulsboro High School Basketball Team on their way back from their championship. He further thanked Mayor Hamilton for his help as well.

Chief Wachter stated on March 31<sup>st</sup> he is being recognized by the Anti-Defamation League and the Jewish Community in Cherry Hill at 8:30 a.m.

Mayor and Council discussed the Petition from Joseph La Maina and Philip Li Volsi, 908 North Delaware Street, Block 66 Lot 8 requesting forgiveness of all interest and penalties assessed on past due real estate taxes and water and sewer charges.

Solicitor Angelini explained Mr. La Maina and Li Volsi would like to negotiate a resolution to their outstanding taxes and water and sewer charges. They are asking the Borough to forgive the interest and penalties. There have been requests before from other property owners and Council's past practice was to not approve.

Council President Kidd moved and Councilman Giovannitti seconded to deny the above request. All were in favor of the motion.

Mayor Hamilton discussed scheduling a Town Forum on March 28, 2015 from 10:00 a.m. to 12:00 p.m. in the Paulsboro High School Cafeteria to give an update to the Community and the Port Project.

Council President Kidd moved and Councilman Giovannitti seconded to schedule a Town Forum on March 28, 2015 from 10:00 a.m. to 12:00 p.m. at the Paulsboro High School Cafeteria. Roll call: Ayes: Council President Kidd, Councilman Giovannitti, Councilman Haynes, Councilman Holloway, Councilman Stevenson. Nays: None. Motion carried.

Mayor Hamilton received Senate Bill S-1229 regarding the Regulations and Maintenance of Abandoned and Foreclosed properties and he asked to turn the bill over to the Code Committee.

Councilman Stevenson stated he went to a seminar regarding the above and received information.

Mayor Hamilton stated the County is also working on something regarding abandoned and foreclosed properties.

Councilman Stevenson stated he also spoke with Chad Bruner at the County and they will be getting together to set up a seminar or conference.

Councilman Haynes stated Mr. Wilmont Redman was at the last meeting and discussed the TWIC Cards. He has spoken with Michelle Shivery at One Stop Career Center and they would like to find a venue to hold an informational meeting. They will take care of the advertising and will receive resumes and applications.

Mayor Hamilton suggested using the Fire House as the venue.

Councilman Haynes stated this will start in April and he will need a list of organizations to hold this event.

Councilman Haynes excused himself and left the meeting at 8:03 p.m.

Council President Kidd updated Council on the MCANJ Conference for Borough Clerk VanScoy. Borough Clerk VanScoy will be attending this conference at the end of April and it will consist of three days.

Council President Kidd stated Borough Clerk VanScoy informed Council at the last meeting regarding the cancellation of the annual rabies clinic and asked to extend the late fee for Dog Licenses until May 31<sup>st</sup>.

Council President Kidd moved and Councilman Stevenson seconded to extend the late fee for dog licenses until May 31<sup>st</sup>. All were in favor of the motion.

Councilman Holloway discussed the use of a street sweeper prior to the Annual Little League Parade on April 11<sup>th</sup>. He has spoken with Administrator/Treasurer

Ruggeri regarding the rental/loan of a street sweeper. He would like a letter sent to the residents to inform them to get their cars off the streets. Street sweeping will also occur three (3) times per year, summer, spring and fall.

Councilman Holloway moved and Councilman Giovannitti seconded to concur with Councilman Holloway's request regarding the street sweeper. All were in favor of the motion.

There wasn't any further Borough business.

Council President Kidd moved and Councilman Stevenson seconded to adjourn the meeting at 8:10 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 March 17, 2015 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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W. Jeffery Hamilton, Mayor