

**JANUARY 19, 2016**

**PAULSBORO, N.J.**

**7:00 P.M.**

**WORK SESSION MEETING**

Council Chamber:

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

Mayor Stevenson called the meeting to order.

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

Members present were: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd.

Mayor Stevenson stated on behalf of the Governing Body, he extended their condolences to Councilman Alfonso Giampola and his family on the loss of former Councilwoman/Council President Jeanne Giampola who was his mother. There will be a moment of silence in honor of Councilwoman Giampola at the next Regular Meeting.

Privilege of the Floor:

Council President Giovannitti moved and Councilman Haynes seconded to open the floor to the public. All were in favor of the motion.

Mayor Stevenson opened the floor to the public, asked anyone speaking to give their name and address and reminded everyone there was a five (5) minute time limit.

There wasn't any public participation.

Council President Giovannitti moved and Councilman Holloway seconded to close the floor to the public at 7:02 p.m. All were in favor of the motion.

Mayor Stevenson discussed holding a Special Meeting to fill the vacant Council seat and the appointment of all the professionals.

Councilman Giampola moved and Councilman Haynes seconded to schedule a Special Meeting on Tuesday, January 26, 2016 at 6:00 p.m. The agenda would include the filling of the vacant Council seat and the appointment of the Professionals. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. **Motion carried.**

**R. #43.16: RESOLUTION PROVIDING FOR THE TRANSFER OF FUNDS IN THE 2015 BUDGET RESERVE ACCOUNTS.** Council President Giovannitti moved and Councilman Kidd seconded to adopt R. #43.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

**R. #44.16: RESOLUTION AUTHORIZING THE FILING OF 2015 RECYCLING TONNAGE GRANT BY THE BOROUGH OF PAULSBORO.** Council President Giovannitti moved and Councilman Haynes seconded to adopt R. #44.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Received Amusement Games Applications from the following (all inspections have been completed):

George D. Patton VFW Post 678  
Alibi Inn  
Benny's on the Rail  
Greater Paulsboro Lodge #575

Riverside Inn  
Woodbury Moose Lodge #2585  
Frank's Pub  
The Office Bar & Grill

Council President Giovannitti moved and Councilman Holloway seconded to receive, file and approve the amusement games licenses. All were in favor of the motion except Councilman Haynes abstained on the approval for the Riverside Inn and the Woodbury Moose Lodge #2585.

Police Chief's Report:

Chief Marino gave his and the Department's condolences to Councilman Giampola and his family on the passing of his mother.

Chief Marino stated a search warrant was issued at the property on Pine Street that has been an eyesore.

Chief Marino reported there was a small porch fire behind the Police Station and it was not an issue.

Chief Marino also reported he will be replacing the cameras around the building. He is waiting for the cameras to be installed and once they are installed, there will be another transaction zone.

Chief Marino stated Council gave him authorization to advertise for Full Time Police Officers and they will be conducting the interviews. He will have a recommendation for the February Work Session meeting.

Chief Marino stated he attended the JIF Ad Hoc Meeting and there aren't any protocols for an active shooter in the Municipal Building. He will be getting together a protocol and training will be held for the employees. It is in the works.

Council President Giovannitti gave a Status Report regarding the Landlord Licensing Law. He would like Solicitor Maley to review the law and give Mayor and Council an update on the Law and how the Borough is to proceed.

Council President Giovannitti moved and Councilman Kidd seconded to authorize Solicitor Maley to review the Landlord Licensing Law, provide an update on the Law and how the Borough should proceed in its enforcement.

Mayor Stevenson stated the Governor did not sign the bill regarding the landlord licensing law.

Councilman Kidd stated nothing can be done until the bill is signed.

Council President Giovannitti stated there is a possibility that the Borough can still enforce the law but he would like an opinion from Solicitor Maley.

Mayor Stevenson also would like to know if the Borough could re-start enforcing the law or if the Borough should still hold off.

Councilman Haynes stated there was things said that the Borough may not have had to stop accepting licensing fees.

Councilman Giampola stated the Borough is not enforcing inspections that have failed. They were told not to enforce the whole ordinance. This ordinance needs to be answered as to if the Borough cannot enforce licensing fees but can enforce inspections.

Mayor Stevenson suggested asking Council to forward questions to Council President Giovannitti to forward to the Solicitor.

Councilman Kidd stated he understood what everyone is saying but it is a Supreme Court ruling and until the Governor signs the bill, the Borough might take a chance and get sued.

Councilman Giampola stated the question is the Borough wasn't sued and no one said the Borough had to stop enforcing the ordinance. Other towns are still enforcing their ordinances and collecting fees. The Borough needs to find out if the Borough can still enforce the ordinance and collect the fees.

Council President Giovannitti stated the Borough has to move forward and get a legal opinion.

Mayor Stevenson stated to turn this issue over to the Solicitor for his review and recommendation.

All were in favor of the above motion to authorize the Solicitor to review the Landlord Licensing Law, provide an update on the Law and how the Borough should proceed in its enforcement except Councilman Kidd nayed.

Council President Giovannitti discussed advertising of Alternate Crossing Guards. He stated the Borough has Crossing Guards but if it didn't have substitutes then officers would have to man the corners. He suggested giving Chief Marino permission to advertise for alternate crossing guards.

Council President Giovannitti moved and Councilman Giampola seconded to authorize pre-approval to Chief Marino to advertise for alternate crossing guards if needed.

Councilman Kidd questioned the motion and stated Chief Marino did not need any alternate crossing guards.

Council President Giovannitti stated this would be a pre-approval in case he needed to hire more Alternate Crossing Guards and it would not hold up the process.

Mayor Stevenson explained the motion is to give Chief Marino permission to advertise for Alternate Crossing Guards if he finds he needs to have additional Alternate Crossing Guards.

Chief Marino stated he has 11 Full Time Crossing Guards and five (5) Part Time Crossing Guards at this time but he will report to Council if he needs any additional Crossing Guards.

Council President Giovannitti stated it is just a pre-approval.

All were in favor of the motion to authorize pre-approval to Chief Marino to advertise for alternate crossing guards if needed.

Councilman Haynes discussed advertising of Part time Street and Highway Employees. He stated the Borough was down to one (1) Part Time Employee.

Councilman Haynes moved and Council President Giovannitti seconded to authorize CMFO/Acting Administrator Boyer to advertise for Part Time Street and Highway Employees.

Councilman Holloway asked if the Part Time Employee should be upgraded to Full Time.

Councilman Haynes stated there isn't a Full Time position available.

All were in favor of the above motion except Councilmen Holloway and Kidd nayed.

Councilman Haynes discussed updating the Trash and Recycling Guide. He stated as he has his Committee meetings, they will be discussing any changes to be made to the Trash and Recycling Pamphlet and he will bring it back to the Mayor and Council for their approval.

Council President Giovannitti stated the pamphlet should be updated yearly for better enforcement.

Councilman Giampola discussed the Administrator's position as to whether it should be a Full Time, Part Time or acting position. The Finance Committee will be starting to look at the budget and will know a better figure for the budget. His opinion is the Borough needs a Full Time Administrator to do the Administrator's job and oversee the different projects.

Mayor Stevenson stated he has had this discussion with the current Auditor and it would be a disaster by having one (1) person doing both the CMFO and Administrator positions. He suggested bringing in the financial people to have this discussion especially with all the projects going on in Paulsboro. He also has spoken with CMFO/Acting Administrator Boyer regarding this. He would like the Governing Body to consider this issue and talk with the people. He doesn't think one (1) person should do both jobs. This should not be put on the back burner but there isn't to be any action at this meeting. It is just opening this up for discussion.

Councilman Kidd stated he found out Council has a tendency at times to not give credit to their employees. Council knows the work load on CMFO/Acting

Administrator Boyer. Some of Council even came up with a plan to go in house with this in 2015.

Councilman Haynes stated he agreed with Mayor Stevenson as something is going to fall through the cracks and he felt the Borough needed a Full Time Administrator.

Councilman Giampola thought it was important to have a Full Time Administrator as the Department Heads need to be supervised too. There needs to be checks and balances and it should be separate people doing the jobs.

Councilman Holloway stated in 2015, some Councilmembers came up with a complete power shift. A Department Head would move up to the Administrator's position but call it Project Manager or Overseer and then titles would shift and the Part Time Employee would become Full Time but that Department Head would keep the same salary. He thought it was a good plan.

Mayor Stevenson stated this issue is just for discussion and it is a very good discussion.

Councilman Holloway hoped Council figures something out instead of going outside.

Council President Giovannitti stated the Administrator deals with a lot of issues such as lawsuits, contracts, personnel, etc. He doesn't want to burn CMFO/Acting Administrator Boyer out. He agrees that this issue has to be addressed. Also, projects are quarterbacked by the Administrator which is a difficult job and Council definitely needs to explore all their options.

Mayor Stevenson stated CMFO/Acting Administrator Boyer does a great job and her focus needs to be on the budget. He questioned when CMFO/Acting Administrator Boyer would have a figure.

CMFO/Acting Administrator Boyer stated within the next couple of weeks she will have a better understanding of what is budgeted for this.

Mayor Stevenson questioned when and how Council wanted to address this matter.

Councilman Giampola stated the budget deadline is March 26<sup>th</sup> and this matter should be discussed in February or have this discussion during the Special Meeting scheduled for next week.

CMFO/Acting Administrator Boyer stated she should have figures in the next two weeks. Once the issue is resolved then advertising and interviews would have to take place but the sooner the better.

Councilman Giampola stated he would have a Finance Committee Meeting and will bring the direction back to the Mayor and Council at the February Regular Meeting.

Mayor Stevenson stated the Finance Committee will meet and bring it back to the Governing Body.

Councilman Giampola asked for an update on an employee grievance. This discussion will require going into Executive Session.

**R. #45.16: RESOLUTION AUTHORIZING AN EXECUTIVE SESSION OF THE BOROUGH COUNCIL OF THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY.** Council President Giovannitti moved and Councilman Haynes seconded to adopt R. #45.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Mayor Stevenson stated before Council goes into Executive Session, he explained that in December 2015, Council passed a Resolution appointing the County as a shared service for Fire Official services but the Resolution has to have the individual's name instead of naming the Shared Service.

**R. #46.16: RESOLUTION OF THE BOROUGH OF PAULSBORO RESCINDING RESOLUTION NO. 224.15 AND AUTHORIZING APPOINTMENT OF EDWARD JOHNSON AS FIRE OFFICIAL.** Councilman Giampola moved and Councilman Haynes seconded to adopt R. #46.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Mayor and Council went into Executive Session regarding personnel in reference to an employee grievance.

Mayor and Council went into Executive Session at 7:40 p.m.

Mayor and Council reconvened the Work Session Meeting at 8:13 p.m.

Councilman Giampola moved and Council President Giovannitti seconded to add an Executive Session to discuss personnel in reference to an employee grievance with possible action to the Special Meeting agenda on Tuesday, January 26, 2016 at 6:00 p.m. All were in favor of the motion

There wasn't any further Borough business.

Councilman Giampola moved and Councilman Holloway seconded to adjourn the meeting at 8:15 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 January 19, 2016 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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Gary C. Stevenson, Mayor