

**APRIL 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 DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd.

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 Giampola seconded to close the floor to the public. All were in favor of the motion.

Financial Plan Presentation by Jennifer Edwards of Acacia Financial. The Borough has one (1) outstanding bond issue from 2009 and at this time it would not be cost effective to refinance. Acacia will continue to monitor this issue and advise the Borough as to when a refinancing is cost effective. They are working on a Bond Anticipation Note as it will come due at the end of April. They are timing it to mature with the other outstanding notes of July 1, 2016. Otherwise there will be multiple maturity dates. They are rolling all bond anticipation notes into one (1) Bond. The Bond Sale tentative date is June 15, 2016 with the Bond Sale Tentative

closing date being June 30, 2016 with a proposed 20 year maturity schedule. The reason the Borough would permanently finance is due to the long-term rates remaining low and in 2017, the largest ordinance financed with bond anticipation notes outstanding for \$1,888,000 will either need to be permanent financed in 2017 or paid in full due to meeting the ten (10) year requirement.

Mayor Stevenson questioned if this is housekeeping or cost savings.

Ms. Edwards stated it is some housekeeping but also some cost savings as well.

Auditor Petroni was also present for this discussion and he would like to see some sort of policy on surplus.

Ms. Edwards also would like to see a policy on debt.

Councilman Giampola stated the Committee will be working on those policies after the budget passes.

Mayor, Council, Auditor Petroni and Ms. Edwards further discussed the financial plan and increasing the Utility side for the Thomson Avenue funding.

Mayor Stevenson thanked Ms. Edwards for coming and giving the Mayor and Council the presentation.

Councilman Giampola thanked Auditor Petroni for also coming to the meeting and his input.

**R. #84.16: RESOLUTION PROVIDING FOR THE PAYMENT OF BILLS OUT OF THE 2016 TEMPORARY BUDGET.** Council President Giovannitti moved and Councilman Giampola seconded to pay all bills properly signed and adopt R. #84.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola (abstained on all Fire Department bills), Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

**R. #85.16: RESOLUTION APPOINTING DESTINY JILES-DEBERRY AS CERTIFIED MUNICIPAL COURT ADMINISTRATOR FOR THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY.** Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #85.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Memo from Dawn Cooper, Nutrition Project Director, Gloucester County Division of Senior Services, requesting use of the Shuttle Bus to transport the Paulsboro

Senior Citizens to the annual “Golden Follies Entertainment Show” on May 24, 2016 at Auletto Caterers, Almonesson, NJ from 11:00 a.m. to 3:00 p.m. Council President Giovannitti moved and Councilman Haynes seconded to receive, file the memo, grant permission and notify the proper departments. All were in favor of the motion.

Letter from Pastor Rose Claire Grant of Glorious Light Christian Ministry requesting waiver of application fee for the use of Fort Billings Park on Saturday, May 28, 2016 from 12:00 to 6:00 p.m. Council President Giovannitti moved and Councilman Kidd seconded to receive, file the letter and grant waiver of the application fee. All were in favor of the motion.

#### Engineer’s Report:

Borough Engineer Biermann discussed Proposal No. 2016-15 for the Reconstruction of Spruce Street and Proposal No. 2016-21 for the Reconstruction of Hofmann and West Avenues. These are proposals for professional services from Sickels Associates, Inc. He is requesting authorization to approve the proposals and proceed with the projects.

Borough Engineer Biermann questioned if the Borough wanted to apply for Community Development Block Grants (CDBG). There is a short turn around and he would need authorization in the form of a Resolution to submit for these grant funds. He suggested applying for these funds to demolition property or installing handicap ramps. He didn’t feel the Borough was in a position to apply for the demolition of property as it would have to have documentation of ownership of the property. The amount of funding is \$50,000.

Council President Giovannitti questioned how many handicap ramps would be able to be done for \$50,000.

Borough Engineer Biermann stated about six (6) to eight (8) ramps. The Borough will need a Resolution.

Mayor, Council and Borough Engineer Biermann discussed eligibility to apply for the grant.

Councilman Haynes stated he will set up a meeting with Borough Engineer Biermann and Councilmen Holloway and DiTonno to discuss areas needed for handicap ramps.

Borough Engineer Biermann stated the Resolution is due on April 29<sup>th</sup> to the County.

**R. #86.16: RESOLUTION OF THE BOROUGH OF PAULSBORO AUTHORIZING THE FILING OF AN APPLICATION WITH THE COUNTY OF GLOUCESTER FOR A 2016 COMMUNITY DEVELOPMENT BLOCK GRANT.** Council President Giovannitti moved and Councilman DiTonno seconded to adopt R. #86.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

Borough Engineer Biermann discussed the Flood Damage Prevention Ordinance as NJDEP is requiring the Borough to revise their current Ordinance as per FEMA. The updated Ordinance must adopt the revised Flood Insurance Study, index map and Digital Flood Insurance Rate Map and in addition the Ordinance must incorporate updated language to meet the recent changes to federal and state requirements. The Borough has to forward a draft copy of the Ordinance to NJDEP by April 25<sup>th</sup>, 2016 and prior to introduction for their review. The Ordinance has to be adopted by August 17<sup>th</sup>, 2016.

Borough Engineer Biermann stated the video inspection on Thomson Avenue will begin next week and the USDA funding will be finalized around August.

Mayor Stevenson questioned when the Spruce Street project will start.

Borough Engineer Biermann stated within a week.

Councilman Haynes stated Mrs. Good informed him of an issue on the street by the Fire House and they took a look at it but could not include it in the Spruce Street project. He thought they may be able to include this issue in the Thomson Avenue project.

Borough Engineer Biermann stated Solvay is moving along with the carbon filters and he presented pictures to the Mayor and Council.

**R. #87.16: RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE PROPOSALS FROM SICKELS AND ASSOCIATES, INC. FOR THE RECONSTRUCTION OF SPRUCE STREET AND THE RECONSTRUCTION OF HOFMANN AND WEST AVENUE.** Councilman Giampola moved and Council President Giovannitti seconded to adopt R. #87.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

Mayor Stevenson thanked Borough Engineer Biermann for attending the meeting.

Councilman Giampola discussed the Multi-Hazard Mitigation Plan. The process for the plan was started in 2013 and now he is asking for a Resolution for final approval of the plan.

**R. #88.16: RESOLUTION OF THE BOROUGH OF PAULSBORO ADOPTING THE MULTI-JURISDICTIONAL, MULTI- HAZARD MITIGATION PLAN.**

Councilman Giampola moved and Council President Giovannitti seconded to adopt R. #88.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

Police Chief's Report:

Chief Marino stated there has been an increase in major crimes in the Borough. The Detectives are working and have arrested a suspect in the Wells Fargo Bank robbery, the Rite Aid robbery, the Wawa robbery and Hany's Liquor Store robbery. There has been a 7% decrease in residential burglary and thefts. He has instituted and brought back the daily log sheets and now every officer is accounting for all they do every hour which has brought down the burglary and thefts and also show which properties are getting checked. The Officer will send a note to the property owner so they know the Police were there.

Councilman Holloway questioned if the residents know of this service.

Chief Marino stated yes, he has it posted on Facebook and the Department has been doing property checks for 16 years. He will put it out again.

Mayor Stevenson suggested notifying the residents of this service in the next mailing that goes out.

CMFO/Acting Administrator Boyer stated the next mailing will be the Tax Bills in the summer.

Councilman Haynes stated it can also be included in the Recycling newsletter.

Mayor Stevenson stated the Chief gives the Council very thorough and precise reports and he encouraged everyone to read the reports. The Police Department is being pro-active.

Chief Marino stated he is also putting guys out in plain clothes but they are hit and miss operations.

Mayor Stevenson stated the Department will be getting an officer from the school once it is out and he questioned how the Chief will utilize this Officer.

Chief Marino stated he will be getting two (2) Officers and one (1) will be used for day shift and one (1) will be used for night shift. The 18<sup>th</sup> Officer will be used as a breaker. He will also try instituting the foot and bicycle patrols. The peak hours are 4:00 to 11:00 p.m.

Mayor Stevenson questioned if the Chief has focus meetings.

Chief Marino stated every January he has a meeting with all the staff and once a month he has Department meetings.

Councilman Kidd stated there has been an increase of breaking and entering crimes lately.

Chief Marino stated nothing out of the normal.

Councilman Kidd stated he was told by a resident that an air conditioner was stolen out of the window while she was sleeping.

Chief Marino stated the Borough has at least one (1) or two (2) a week breaking and entering crimes.

Mayor Stevenson questioned if any of these burglaries are driven by the heroin epidemic.

Chief Marino stated a lot goes back to the drug activity but not every crime is drug related.

Councilman Holloway questioned if the Chief will be re-instituting the Bike Patrols.

Chief Marino stated if he can budget it in his budget.

Councilman Holloway stated even the road police should get out of their cars. It is starting to get ridiculous as there isn't a police presence.

Chief Marino stated he can assure the Council the Officers are out there. They wear body cameras and the reports from the cameras are accurate. He has one (1) Sergeant who reviews the body cameras. There are checks and balances. He stated if anyone sees something to call him.

Chief Marino stated the Sergeants do a shift briefing of activity and then he assigns the officers and it is also based off of call volume. It is the Sergeant's responsibility to dictate assignments.

Mayor Stevenson felt the Police Department does a great job.

Councilman Kidd felt a letter should be sent to Assemblyman/Director of Project Management of GCIA Burzichelli requesting he come to the next meeting to discuss the Port Project.

Mayor Stevenson stated the Chamber of Commerce is hosting a tour of the Port on Thursday, April 21<sup>st</sup> at 8:15 a.m. if anyone was interested in attending.

Councilman Kidd moved and Councilman Holloway seconded to send a letter to Assemblyman/Director of Project Management of GCIA Burzichelli to request his attendance at the next Regular Meeting to give an update on the Port project. 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 8:14 p.m. All were in favor of the motion.

This is a brief summary of the Executive Session at the Work Session Meeting of the Mayor and Council of the Borough of Paulsboro held on April 19, 2016 and should not be considered a verbatim transcript of the meeting.

Respectfully submitted,

---

Kathy A. VanScoy, RMC/CMC  
Borough Clerk

---

Gary C. Stevenson, Mayor