

OCTOBER 18, 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 and Councilman DiTonno 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. He further stated there is only one (1) open portion at the Work Session meetings.

George Gallenthin, Block 1 Lot 3, stated his property now has toxic waste on it from Conrail who has dug up the soil around the railroad tracks and placed the waste on his property. He wasn't contacted by anyone to have it remediated. He has given this information to Chief Marino. He suggested someone on Council has it straightened out. He wants two (2) acres of his property back.

There wasn't any further public participation.

Council President Giovannitti moved and Councilman DiTonno seconded to close the floor to the public at 7:06 p.m. All were in favor of the motion.

R. #179.16: RESOLUTION PROVIDING FOR THE PAYMENT OF BILLS OUT OF THE 2016 BUDGET. Council President Giovannitti moved and Councilman Holloway seconded to pay all bills properly signed and adopt R. #179.16. 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. #180.16: RESOLUTION TO ENTER AN URBAN COUNTY COOPERATION AGREEMENT BETWEEN THE BOROUGH OF PAULSBORO AND THE COUNTY OF GLOUCESTER FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT AND HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS. (This Resolution corrects R. #136.16 to include the correct HUD CPD Notice #”CPD-16-05”.) Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #180.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

R. #181.16: RESOLUTION ADOPTING THE PERSONNEL POLICIES AND PROCEDURES MANUAL AND EMPLOYEE HANDBOOK FOR THE BOROUGH OF PAULSBORO.

Administrator Jacobucci explained this Resolution is required to be adopted in draft to meet the JIF MEL recommendations. This will give the Borough discounts on deductibles. She asked Mayor and Council to review the policy and give her any recommendations.

Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #181.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

R. #182.16: A RESOLUTION AUTHORIZING THE RELEASE OF THE PERFORMANCE BOND AND WAIVING A MAINTENANCE GUARANTEE BY PACIFIC ATLANTIC TERMINALS FOR THE SANITARY SEWER AND POTABLE WATER SITE IMPROVEMENTS AT 3RD STREET AND BILLINGSPORT ROAD (BLOCK 50, LOTS 10, 11 & 13) PROJECT IN THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY. (This Resolution releases the bond in the amount of \$33,840.00 for the Sanitary Sewer & Potable Water Project.) Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #182.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

R. #183.16: RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF PAULSBORO AUTHORIZING THE RELEASE OF THE PERFORMANCE SURETY BOND AND WAIVING THE REQUIREMENT OF A MAINTENANCE GUARANTEE BY THE PLAINS PRODUCTS TERMINALS, LLC AFFECTING A PARCEL KNOWN AS THIRD STREET AND BILLINGSPOUR ROAD, BLOCK 50 LOTS 10, 11 & 13 ON THE OFFICIAL TAX MAP OF THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY. (This Resolution releases the bond in the amount of \$173,850.00 for the Off-Site Landscaping Project.)

Councilman DiTonno asked if this item could be explained.

Borough Engineer Biermann stated this is the project that was done by the soccer field and all the work has been completed.

Administrator Jacobucci further explained this project is over two (2) years old.

Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #183.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

R. #184.16: RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF PAULSBORO AUTHORIZING THE FILING OF A PRE-APPLICATION FOR USDA WATER AND WASTE DISPOSAL FUNDING UNDER THE BUSINESS AND COMMUNITIES GRANT PROGRAM. (This Resolution is the application for the water main project for the Paulsboro Marine Terminal.) Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #184.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

R. #185.16: RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF PAULSBORO AUTHORIZING THE FILING OF AN APPLICATION FOR USDA WATER AND WASTE DISPOSAL FUNDING UNDER THE BUSINESS AND COMMUNITIES GRANT PROGRAM. (This Resolution is for the Thomson Avenue Water & Sanitary Sewer Project.) Council President Giovannitti moved and Councilman Haynes seconded to adopt R. #185.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

SECOND READING AND PUBLIC HEARING:

O. #13.16: ORDINANCE AUTHORIZING EXECUTION OF A PERMANENT EASEMENT TO PBF LOGISTICS PRODUCTS TERMINALS, LLC FOR A PORTION OF CLONMELL ROAD FRONTING BLOCK 50, LOTS 2.01, 3, 5 & 11.

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

There wasn't any public participation.

Council President Giovannitti moved and Councilman Giampola seconded to close the floor to the public regarding this Ordinance and adopt O. #13.16 on second and final reading. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Kidd. Nays: None. Abstained: Councilman DiTonno, Councilman Holloway. **Motion carried.**

Received Raffle License Application, RA-605 for PTA Guardian Angels Regional School for an On-Premise Merchandise Raffle on November 5, 2016 from 7:00 to 11:00 p.m. Council President Giovannitti moved and Councilman DiTonno seconded to receive, file and approve the license. All were in favor of the motion.

Administrator's Report:

Administrator Jacobucci discussed the different professional service contracts with the Auditor, Solicitor, Bond Counsel and Grants Administration for the various projects. (Resolutions would be needed for each professional contract and project.) She would recommend holding these contracts until the next meeting until the finances have been worked out. The Resolutions would extend their contracts from January's initial contract.

Administrator Jacobucci discussed the Performance Bond and escrow requirements for PBF Logistics Products Terminal, LLC. (Resolution needed to accept Bond.) She stated she received the Performance Bond this morning and as soon as the Solicitor's Office reviews it and the escrows are posted then PBF can begin the project. She recommended the Resolution accepting the Performance Bond be completed at the next meeting.

Chief Marino questioned their start date.

Mr. Ronnie Girouard, Construction Manager, answered Thursday.

Administrator Jacobucci stated the project will also include closing Fort Billings Park.

Chief Marino stated there will not be any access to the Park for about two (2) weeks.

Mr. Girouard stated the work will be completed as soon as possible by the entrance to the park.

Administrator Jacobucci discussed the completion of the Best Practices Checklist. The Borough has passed and is up one (1) point from last year. (A Resolution will be required to accept the checklist.)

R. #186.16: RESOLUTION ACCEPTING CY 2016 BEST PRACTICES INVENTORY QUESTIONNAIRE. Council President Giovannitti moved and Councilman Haynes seconded to adopt R. #186.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Mayor Stevenson thanked Administrator Jacobucci.

Engineer's Report:

Borough Engineer Biermann stated he would need authorization to advertise the Standpipe Reconditioning Project.

R. #187.16: A RESOLUTION PERMITTING THE BOROUGH OF PAULSBORO TO SOLICIT AND ACCEPT BIDS FOR THE CONSTRUCTION PROJECT KNOWN AS THE "STANDPIPE RECONDITIONING PROJECT" (CONSTRUCTING IMPROVEMENTS, PERFORMING REPAIRS, AND REPAINTING THE 1.5 MILLION GALLON PAULSBORO STANDPIPE AT 400 SUMMIT AVENUE). Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #187.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Police Chief's Report:

Memo from Chief Vernon R. Marino regarding recommendation of Halloween Curfew for 2016.

Chief Marino recommended the hours for trick or treating to end at 7:00 p.m. on Halloween eve, October 30th, and Halloween night, October 31st, due to the clown incidents happening all over the State.

Council President Giovannitti moved and Councilman Giampola seconded to receive, file the memo and approve/accept the recommendation by the Chief. All were in favor of the motion.

Memo from Chief Vernon R. Marino regarding request to extend Chief's current (MOU) Agreement. Council President Giovannitti moved and Councilman Giampola seconded to receive and file the memo. (A Resolution would need to be adopted.)

Chief Marino stated this request is to extend his memorandum of agreement for three (3) years to expire on December 31, 2019.

R. #188.16: RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE BOROUGH OF PAULSBORO AND VERNON R. MARINO, CHIEF OF POLICE, BOROUGH OF PAULSBORO POLICE DEPARTMENT. Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #188.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Councilman Giampola questioned if there is a need for an MOU for the Lieutenant.

Solicitor (Michael) Maley stated the Chief has drafted an agreement for the Lieutenant and it will be placed on the next Agenda.

Memo from Chief Vernon R. Marino regarding Paulsboro Police SafeCam Program. Councilman Giampola moved and Council President Giovannitti seconded to receive and file the memo. All were in favor of the motion.

Chief Marino explained the safe camera project. He explained that the residents and the businesses that own cameras could register with the Police Department but it does not give any liability to intrude on their cameras. It is just a data base and it is voluntary.

Chief Marino stated former Councilwoman Turner contacted him last week with an idea to support the Police Department and the Fire Department by painting a blue line in front of the Municipal Building on Delaware Street between Washington and Buck Streets and a red line on Thomson Avenue in front of the Fire House, from Wood Street to the three (3) bay doors of the Fire House. He has spoken with both Bishop Scott and Pastor Davis who also supports the idea. He has also spoken with Borough Foreman Tinder regarding this and they already have the paint. Bishop Scott would like to dedicate both spots.

Councilman Haynes stated the Borough would have to make sure it meets all the requirements of the MUTCD.

Borough Engineer Biermann stated the MUTCD doesn't speak of this idea.

Councilman Giampola felt it was a perfect idea to support the Police and Fire Departments.

Administrator Jacobucci stated she would need more specifics.

Councilman Giampola moved and Council President Giovannitti seconded to support the Police and Fire Departments by painting a blue line in the middle of the yellow lines on Delaware Street between Washington and Buck Streets and a red line in the middle of the yellow lines on Thomson Avenue between Wood Street and the three (3) bays doors at the Fire House conditioned upon receiving all approvals.

Administrator Jacobucci stated the Borough would need to check with NJDOT regarding the yellow lines and Borough Engineer Biermann could check into that.

Mayor Stevenson suggested Administrator Jacobucci give her recommendations to Public Works Committee.

All were in favor of the above motion.

Mayor Stevenson discussed upcoming repairs of the Delaware Street Railroad Crossing by the NJDOT. The NJDOT has met with the representatives of the Borough, Dr. Bandlow of the High School and the Guardian Angels Regional School and they are going to finally repair the railroad crossing on Delaware Street. They will be saw cutting on November 8th and the road will be closed on Wednesday, November 9th.

Chief Marino will have officers on November 8th at the railroad crossing for the students and extra crossing guards and officers will be stationed on Wednesday. This will only affect the students on Wednesday as Thursday and Friday they are off of school. The NJDOT will bring signs. They will be done on Saturday or Sunday.

Borough Engineer Biermann stated NJDOT will also be improving the pedestrian walkways on each side of the road.

Mayor Stevenson stated he will bring this back to the public at the next Meeting on November 1st. It is only one (1) day as far as the students are concerned. Furthermore, he will make sure he gives Council the schematic.

Mayor Stevenson discussed scheduling a Town Hall Forum on November 5th at 10:00 a.m. to be held at the High School. He spoke with Dr. Bandlow who requested the Borough send a letter of request to use the cafeteria. He will have a power point presentation and there will not be any action taken. It will only be questions and answers. He and the Chief will only be speaking.

Council President Giovannitti moved and Councilman Giampola seconded to schedule the Mayor's Town Forum on Saturday, November 5th, 2016 at 10:00 a.m. in the Paulsboro High School Cafeteria and send a letter to Dr. Bandlow requesting the use. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Council President Giovannitti discussed naming a room at the Borough Municipal Building and Mayor's Office after former Mayors Elwood Hampton and John D. Burzichelli. He wasn't asking for any action on this idea at this meeting.

Mayor Stevenson stated former Mayor Burzichelli was here when the building was built and former Mayor Hampton was here during the old Borough Hall. He has talked with Mary Harris of the Senior Citizens Club regarding naming the Senior Citizen building after former Mayor Hampton and maybe naming the Council Chambers after former Mayor Burzichelli.

Council President Giovannitti wanted to throw this out there for discussion.

Mayor Stevenson agreed with the naming of the building and chambers. He felt it was a great idea as both individuals are still alive and would benefit from the dedication.

Mayor and Council further discussed the dedications.

Councilman Kidd suggested placing a plaque in the Court Room listing all Mayors.

Councilman DiTonno agreed with Councilman Kidd.

Council President Giovannitti hoped Council would consider these dedications. He brought it up for discussion and he asked Council to think about it.

Councilman Kidd suggested an Executive Session to discuss pending litigation.

R. #189.16: RESOLUTION AUTHORIZING AN EXECUTIVE SESSION OF THE BOROUGH COUNCIL OF THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY. Councilman Giampola moved

and Councilman Haynes seconded to adopt R. #189.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Mayor and Council recessed at 8:10 p.m.

Mayor and Council went into Executive Session at 8:12 p.m.

Mayor and Council reconvened the Work Session Meeting at 8:30 p.m.

There wasn't any further borough business.

Councilman Giampola moved and Councilman DiTonno seconded to adjourn the meeting at 8:30 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 October 18, 2016 and should not be considered a verbatim transcript of the meeting.

Respectfully submitted,

Kathy A. VanScoy, RMC/CMC/CMR
Borough Clerk

Gary C. Stevenson, Mayor