

DECEMBER 20, 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. Absent: Councilman DiTonno.

Privilege of the Floor:

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.

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

There wasn't any public participation.

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

R. #208.16: RESOLUTION PROVIDING FOR THE DEDICATION OF REVENUES PURSUANT TO N.J.S.A. 40A:4-39 DEDICATION BY RIDER FOR THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY. (Snow Removal.) Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #208.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

R. #209.16: RESOLUTION PROVIDING FOR THE DEDICATION OF REVENUES PURSUANT TO N.J.S.A. 40A:4-39 DEDICATION BY RIDER FOR THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY. (Demolition and/or Rehabilitation of Abandoned Properties.) Council President Giovannitti moved and Councilman Holloway seconded to adopt R. #209.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

Councilman Kidd questioned where the funding is coming from.

Administrator Jacobucci stated Dedication by Rider Resolutions are money that is set aside revenue for specific purposes and have to apply to the State. This is part of the identification of Abandoned Properties and what to do with them. The project on Swedesboro Avenue used RCA Funding and this will help pay which is monies lapsed from the 2015 budget and can only be used for that. The State does have to approve it.

R. #212.16: RESOLUTION PROVIDING FOR THE PAYMENT OF BILLS OUT OF THE 2016 BUDGET. Council President Giovannitti moved and Councilman Giampola seconded to pay all bills properly signed and adopt R. #212.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola (except abstained on all Fire and Emergency Management bills), Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

R. #213.16: RESOLUTION OF THE BOROUGH OF PAULSBORO APPOINTING ROBERT SARGENT AS UTILITYMAN 2ND GRADE FOR THE BOROUGH OF PAULSBORO. Councilman Haynes moved and Council President Giovannitti seconded to adopt R. #213.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

R. #214.16: A RESOLUTION AUTHORIZING THE RELEASE OF THE PERFORMANCE BOND AND WAIVING THE MAINTENANCE GUARANTEE BY PLAINS PRODUCTS TERMINALS, LLC FOR THE PIPELINE PROJECT AT 3RD STREET AND BILLINGSPORT ROAD (BLOCK 50 LOTS 10, 11 & 13) IN THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY. Council President Giovannitti moved and Councilman Haynes seconded to adopt R. #214.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Kidd. Nays: None. Abstained: Councilman Holloway. Motion carried.

R. #215.16: RESOLUTION FOR BOROUGH OF PAULSBORO ACCEPTING A GRANT FROM THE COUNTY OF GLOUCESTER COMMUNITY

DEVELOPMENT BLOCK GRANT (CDBG) IN THE AMOUNT OF \$50,000 FOR THE PEDESTRIAN SAFETY AND ADA IMPROVEMENTS AT THE INTERSECTION OF WEST BUCK STREET AND PENN LINE ROAD. Council President Giovannitti moved and Councilman Haynes seconded to adopt R. #215.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

R. #216.16: RESOLUTION AUTHORIZING EXECUTION OF A PUBLIC PARTNERSHIP AGREEMENT BETWEEN THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY AND THE BOROUGH OF PAULSBORO FOR THE WATER MAIN PROJECT.

R. #217.16: RESOLUTION AUTHORIZING TRIAD TO PROCEED WITH AN AUTHORIZED PROJECT PURSUANT TO THE FY2016 GENERAL SERVICES AGREEMENT FOR APPLICATION TO THE USDA FOR THE WATER MAIN PROJECT.

R. #218.16: RESOLUTION AUTHORIZING TRIAD TO PROCEED WITH AN AUTHORIZED PROJECT PURSUANT TO THE FY2016 GENERAL SERVICES AGREEMENT FOR APPLICATION TO THE USED A FOR THE WATER MAIN PROJECT.

Councilman Kidd questioned how the Borough was funding this project.

Mayor Stevenson stated the Borough is not paying for any of this project.

Administrator Jacobucci stated the Borough has to apply for the grants and the agreement pays Triad's cost, project costs and other contracts.

Borough Engineer Biermann stated the GCIA has agreed to pay for all components of the project.

Mayor Stevenson stated he will ask the GCIA Representative to meet with Mayor and Council in January.

Councilman Kidd felt the Borough should make sure there isn't any sewerage included in the above projects.

Administrator Jacobucci stated that is just the name of the grant.

Councilman Giampola stated Mr. Peterson stated the Project is going directly across for their sewerage.

Borough Engineer Biermann stated the GCIA is going to run their own sewer that goes to Paulsboro. Paulsboro would receive sewer fees for connection.

Council President Giovannitti moved and Councilman Haynes seconded to adopt R. #216.16, #217.16 and #218.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

R. #219.16: RESOLUTION PROVIDING FOR THE TRANSFER OF FUNDS FROM CERTAIN ACCOUNTS TO OTHER ACCOUNTS IN THE 2016 BUDGET. Council President Giovannitti moved and Councilman Haynes seconded to adopt R. #219.16. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

SECOND READING AND PUBLIC HEARING:

O. #15.16: ORDINANCE RATIFYING AMENDMENTS TO AGREEMENTS FOR ACQUISITION AND LEASING OF LAND LOCATED WITHIN THE BOROUGH OF PAULSBORO AND ALL NECESSARY DOCUMENTS. Council President Giovannitti moved and Councilman Giampola seconded to open the floor to the public regarding O. #15.16. All were in favor of the motion.'

There wasn't any public participation.

Council President Giovannitti moved and Councilman Holloway seconded to close the floor to the public and adopt O. #15.16 on second and final reading. Roll call: Ayes: Council President Giovannitti, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Administrator's Report:

Administrator Jacobucci stated the RFP's are due tomorrow by 10:00 a.m. from the Professionals for the year 2017. She read the list of professionals and informed Council there was a new law passed in August 2016 regarding the Consultant's which now fall under competitive contracting. She has streamlined the process to include one (1) hard copy, one (1) disc or USB and one (1) is to be emailed to the Borough Clerk. She also included a scoring scale. They are all on line. After tomorrow, she will prepare a score sheet and point system.

Administrator Jacobucci reported as of the second pay period in January, the employees will be paid on a bi-weekly period. Even the monthly pays will be bi-weekly. Also, vacation, sick and personnel information will be on each employee's pay stubs.

Administrator Jacobucci stated she has talked with some of Council regarding holding one (1) meeting a month which should be the first Tuesday of the month. She further stated the Council Committee system needs to be re-vamped. It is up to Council to discuss this and she asked them to talk amongst themselves.

Councilman Giampola stated he received the memo tonight regarding the meetings.

Council President Giovannitti stated he was told that the Mayor has the prerogative to set the meetings.

Administrator Jacobucci stated the statute says the Mayor oversees the Agenda. She suggested holding a caucus meeting ahead of the Regular Meetings. There isn't any public participation and it would run ½ or 45 minutes before the Regular Meeting.

Council President Giovannitti stated he liked the idea of one meeting a month with a caucus meeting before the Regular Meeting.

Councilman Giampola stated he needed to absorb the memo.

Administrator Jacobucci stated she is also presenting an example of a consent agenda where the Resolutions are voted on all at once.

Council President Giovannitti stated the Agenda is not as clear as it should be and it should be crisper.

Administrator Jacobucci also felt that not every department head needs to be at the meetings. Mayor and Council should question her. She did feel the Solicitor, Police Chief and herself had to be present at the meetings.

Administrator Jacobucci stated there isn't any description of the Council Committees. She is going to streamline the purchasing process. In the memo she presented the Mayor and Council, she instructs how the budget process will work. She will make the bill list more detailed and this way the Committees can be taken out of the day to day purchasing. The Committees shouldn't be signing off on every purchase order. The Committees role is planning and doing legislation.

Administrator Jacobucci reported there is way too much paper. Each Councilmember will be loaned a laptop or tablet and they will get their agendas emailed to them. It will only be limited to Council business. They will also be able to check the different department's budgets in a "read only" format.

Administrator Jacobucci asked them to talk among themselves and decide how they want the meetings, the Committees descriptions. She felt maybe some of the Committees need to be combined.

Council President Giovannitti stated at times, the Committees intermingle.

Councilman Kidd stated a town ran into problems with the Sunshine Law holding meeting before a meeting.

Solicitor Maley stated the Council is not excluding the public.

Council President Giovannitti felt Council should come to a consensus regarding the one meeting a month.

Mayor Stevenson suggested scheduling the normal Work Session in January and Council talk among themselves to decide at the Work Session.

Councilman Kidd stated this is typical as this is the first time he is seeing the memo and he should be able to take it and read it. There shouldn't be a consensus.

Administrator Jacobucci stated she didn't think this should be done now.

Mayor Stevenson stated Council will have a whole month to talk about it among themselves and present it at the January Work Session Meeting.

Administrator Jacobucci announced she is holding a Luncheon tomorrow in the Court Room from 11:30 a.m. to 2:00 p.m. for the employees. She asked the Mayor and Council, Borough Engineer Biermann and Solicitor Maley to stop by.

Engineer's Report:

Borough Engineer Biermann met with Borough Foreman Tinder and Councilman Haynes of the Public Works Committee to discuss the NJDOT grant application. They are going to make application for Spruce Street from Board Street to Thomson Avenue, Billings Avenue from Second Street to Riverview Avenue, Pine Street from West Adams Street to Swedesboro Avenue and West Washington Street from Wert Street to Delaware Street.

Mayor Stevenson thanked Borough Engineer Biermann for the job that he and Sickels and Associates has done.

Police Chief's Report:

Memo from Chief Vernon R. Marino regarding Bail Reform for 2017. Council President Giovannitti moved and Councilman Giampola seconded to receive and file the memo. All were in favor of the motion.

Chief Marino explained the above memo. Bail reform is an unfunded mandate passed in 2014. It takes effect January 1st. He is mandated to send Officers to training. It is a new concept. Prior to processing the suspect, the Officer has to fingerprint and receive criminal history. Once they receive the criminal history, a prong test is completed and the judge has to be called to review the history. They then log onto the computer to receive the approval or denial for any warrants or summons.

Deputy Chief Kille stated if a warrant is required then a call to the prosecutor has to be done and then call the Judge.

Chief Marino stated reports are done in 24 hours and then sent to the Prosecutor's Office. The steps will be ungodly and it will take a lot of growing pains. The Class I SLEOs will help with this process and it will require a little bit of overtime.

Chief Marino further discussed the bail reform law and wished everyone a Merry Christmas and Happy New Year.

Mayor Stevenson discussed the resignation of Rita Kelly from the Land Use Board. He will be moving Daniel Sharper up to her position on the Board and he will do that at the Reorganization Meeting.

Council President Giovannitti moved and Councilman Giampola seconded to receive, file, accept the resignation and send a letter of thanks for her participation on the Board. All were in favor of the motion.

Councilman Giampola discussed an office for use as the Emergency Operations Center. The Office is the Conference Room and that has evolved into the Mayor's Office. He has talked with Councilman Holloway regarding using the Ambulance Building as office space. At this time, there isn't any place to file reports. He will get the office set up and there is a small kitchenette. Councilman Holloway doesn't have an issue with the use of the Ambulance Building as the Emergency Operations Center. He would have to find another location to move the fire truck out and the suburban.

Councilman Holloway stated the Building also could be used for other boards and committees. He felt the use of the Billingsport Fire Association building would be good to store the 22 foot boat.

Councilman Giampola stated he would not recommend that as the Billingsport Fire Association building is not up to the proper codes.

Councilman Haynes stated that building belongs to the Billingsport Fire Association and not the Borough.

Councilman Kidd stated he didn't want to get in the middle or involved with the two (2) companies. They should get together and work it out.

Council President Giovannitti moved and Councilman Giampola seconded to designate the Ambulance Building as the Office of Emergency Management Operations Center. All were in favor of the motion.

Councilman Holloway suggested letting the Recreation Committee meet there.

There wasn't any further borough business.

Council President Giovannitti moved and Councilman Giampola seconded to adjourn the meeting at 8:53 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 December 20, 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