

SEPTEMBER 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 DiTonno, Councilman Giampola, Councilman Haynes, Councilman Kidd. Absent: Councilman Holloway.

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 he is opposed to being placed in an area in need of rehabilitation. He further stated the Borough will not be able to keep up with private enterprise in regards to item #17. He also stated Block 135 Lot 7 was created without a deed.

Carlotta Goldman, 1639 Swedesboro Avenue, submitted a letter in regards to her Pet Food Bank project. She stated she is doing great with the pet food bank and she has plenty of food to get started. She is starting the bank this weekend at her house and she has flyers already made and applications for each person to fill out. She also wanted to know if Council could help supply a building for the storage and pick-up of the pet food. She is asking because she cannot use her basement much longer due to a shortage of space. She also asked if she could get the public schools,

churches and the daycares involved to help donate to the pet food bank. In closing, she has dates planned for the people to pick-up the food.

Mayor Stevenson stated Ms. Goldman's request will be turned over to the proper person regarding the storage space. She can make flyers, put it on Facebook and post in the businesses. He will be in touch with her.

Mayor Stevenson asked if Mr. Goldman has had anymore issues at the park.

Mr. Goldman stated no.

Councilman Giampola questioned if Council wanted to ask Jim Schmidt from the County (while he is present) regarding installing an emergency call box at the park.

Mr. Schmidt stated he will take Council's request back to the County but he didn't think the County will provide the box.

There wasn't any further public participation.

Councilman Giampola moved and Council President Giovannitti seconded to close the floor to the public at 7:17 p.m. All were in favor of the motion.

Auditor Petroni was present to discuss the 2015 Audit Report and the Corrective Action Plan.

Mayor Stevenson asked if anyone had any questions regarding the audit report.

Councilman Kidd stated it is most confusing as it is the first time the Audit has come before the Council at the last meeting and the Auditor wasn't present.

Auditor Petroni stated it was a miscommunication and a mistake on his part.

Councilman Kidd stated he is very uncomfortable discussing any findings and recommendations from the 2014 audit. He asked if there was anything in the audit Auditor Petroni had to address.

Auditor Petroni stated there is a list from the 2014 audit and whether corrective action had been taken. There is also a list of findings from 2015 and the plan will show if corrective action was taken.

Mayor Stevenson stated in the middle of the year, there is an audit done with the Fire Company and he questioned how the Governing Body would make sure corrective action is being taken instead of waiting a whole year later.

Auditor Petroni stated he used to come in the fall or early winter to do a preliminary finding and he can accelerate that time. The Administrator should be doing an oversight but that he could probably come in October.

Councilman Kidd stated the Mayor and Council should listen to the Corrective Action Plan.

Mayor Stevenson stated a corrective action plan has been submitted and questioned what has to be done now.

Auditor Petroni stated the Chief Financial Officer sent over a draft of the corrective action plan, he reviewed it and suggested some changes. The CFO took his suggestions and incorporated them in the plan. The question now is the plan has to be confirmed at the next audit. He is satisfied with the corrective action that has been submitted.

Council President Giovannitti questioned if it was normal to have findings in an audit.

Auditor Petroni answered yes.

Councilman Giampola stated CFO Lorraine Boyer has a Conference to attend and asked to be excused from the rest of the meeting.

R. #159.16: RESOLUTION TO ACCEPT AND APPROVE CORRECTIVE ACTION PLAN FOR AUDIT REPORT YEAR 2015 IN THE BOROUGH OF PAULSBORO, GLOUCESTER COUNTY, NEW JERSEY. Councilman Giampola moved and Council President Giovannitti seconded to adopt R. #159.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Kidd. Nays: None. **Motion carried.**

At 7:31 p.m., CMFO Boyer left the meeting.

Robert DeAngelo, Land Use Board Chairman, discussed the Land Use Board fee proposal. The Land Use Board is not in it to make money. He gave credit to Marc Kamp for preparing the proposal and as a general rule, he attributed 3 professional hours. The Borough is built out.

Marc Kamp stated the fee schedule is 13 years old.

R. #168.16: RESOLUTION OF THE BOROUGH OF PAULSBORO SETTING THE FEE SCHEDULE FOR LAND USE APPLICATIONS. Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #168.16. Roll

call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Kidd. Nays: None. **Motion carried.**

Robert DeAngelo also discussed the status of the Port Project as he is the Director of the Port Project for the South Jersey Port Corporation. The first ship will arrive in mid-November. The project is moving along and they are doing the infrastructure. When the first ship comes in, Holt has agreed to move to Paulsboro. There will be one (1) ship but there will be 75 railroad cars. The Port will have a warehouse and a maintenance shop. Within two (2) months, there will be two (2) large harbor cranes. Truck traffic will be at a minimum.

Mayor Stevenson questioned if there has been anymore tenants.

Mr. DeAngelo stated there was a ban on shipping fruit and that was lifted. It is possible some of the uses will come from Holt who will be coming to Paulsboro.

Mayor Stevenson questioned the Gibbstown Port and if the Borough should be concerned.

Mr. DeAngelo stated the Gibbstown project is on hold and there is a lot of talk.

Mayor Stevenson stated Holt is very slow at their ports as the 30 people that got hired are not working yet.

Councilman Kidd stated the sewerage is going to the Gloucester County Sewer Authority and there are some sections of town that do not have city sewer. He questioned if the Port would tie those sections in and they said they would look into it.

Mayor Stevenson stated he didn't believe the Port had the money at this time to help the Paulsboro residents.

Councilman Haynes questioned if they are still working at night as he has received a lot of complaints of work being done.

Mr. DeAngelo stated yes but not that late.

Councilman Haynes questioned if there was ever going to be access for workers to get into Paulsboro as he would like to see the workers come into town to utilize Paulsboro's restaurants, etc.

Mr. DeAngelo stated the Port can't shut down the road as it was funded with Federal monies.

Mayor Stevenson thanked Mr. DeAngelo for coming to the meeting.

Engineer's Report:

Borough Engineer Biermann discussed authorization to file a request with NJDEP for temporary approval to use Klenphos-300 at Well No. 7 as a corrosion inhibitor. They are finding that with the new carbon filtration at Well #7 the carbon dioxide and the lime isn't creating alkalinity and they would like to add the Klenphos-300. He will provide NJDEP with a letter and the Water and Sewer Superintendent is asking for authorization for Sickels to put together the package to NJDEP.

Councilman Haynes moved and Councilman Giampola seconded to authorize Sickels and Associates to prepare and file a request to the NJDEP for temporary approval to use Klenphos-300 at Well No. 7 as a corrosion inhibitor. All were in favor of the motion.

Borough Engineer Biermann stated there will be an eligibility meeting with USDA on September 30, 2016 for the Thomson Avenue Water Main & Storm Sewer Improvements. Sickels & Associates has submitted the plans and specifications to NJEIT/NJDEP and received comments back, which are generally related to the USDA funding aspect of the project. They have provided responses to those comments and expect to receive authorization to advertise for the storm sewer portion of the project.

Mayor Stevenson thanked Borough Engineer Biermann for his report.

Marc Kamp stated the Lighthouse received a call from the Coast Guard to inform them they have received funding to fix the lighthouse. He will touch base with Councilman Haynes to make arrangements with the Police Department and the Street and Highway Department.

Police Chief's Report:

Chief Marino stated the Borough had their fire inspection last week and passed. There were some items such as the generator. The battery blew up. The generator has been certified and it will satisfy the County.

Chief Marino reported there are 11 students that signed up for the Public Safety Club. The first class will be held on October 6th from 2:45 to 4:00 p.m. on the first and third Thursday through May 2017.

Chief Marino also reported a Class II Officer may be taking a position in Collingswood.

Chief Marino stated two (2) months ago, the Department received an SUV from the LESO Program. They are in the process of sending it back on October 15th. The Officers have pleaded with him to keep it just for investigation purposes and use it sporadically.

Councilman DiTonno moved and Councilman Kidd seconded to authorize Chief Marino to retain the SUV from the LESO Program. All were in favor of the motion.

Chief Marino also stated at the next Work Session Meeting he will be discussing a Safe Camera Program for the Community which allows the residents and the businesses to register their cameras and would allow the Department to know who has cameras in order to review their cameras voluntarily.

Memo from Chief Vernon R. Marino regarding Notice of Major Discipline. Council President Giovannitti moved and Councilman DiTonno seconded to receive and file the memo. All were in favor of the motion.

Memo from Chief Vernon R. Marino regarding resignation of Crossing Guard (Carola Kessler).

Memo from Chief Vernon R. Marino regarding resignation of Crossing Guard (Linda Weber).

Councilman Giampola moved and Council President Giovannitti seconded to receive, file the memo, accept the above letters of resignation and send thank you letters for their service. All were in favor of the motion.

Memo from Chief Vernon R. Marino regarding Bourbon and Brews request to alter the hours of operation and lift the restriction on the liquor license. Councilman DiTonno moved and Council President Giovannitti seconded to receive and file the memo. All were in favor of the motion.

R. #169.16: RESOLUTION OF THE BOROUGH OF PAULSBORO RELAXING SPECIAL CONDITIONS IMPOSED BY RESOLUTION NO. 123.16 FOR PLENARY RETAIL CONSUMPTION LICENSE WITH BROAD PACKAGE PRIVILEGE #0814-32-010-004 T/A BOURBON AND BREWS. Councilman Giampola moved and Council President Giovannitti seconded to adopt R. #169.16 to lift the restriction on the hours of operation to 2:00 a.m. effective immediately. Roll call: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Kidd. Nays: None. **Motion carried.**

Memo from Chief Vernon R. Marino regarding notification of major purchase – network server. Council President Giovannitti moved and Councilman DiTonno seconded to receive and file the memo. All were in favor of the motion.

Chief Marino explained the Police Department's network server failed on Friday, September 9th and they lost almost 28 days of data. His original hope was that he could replace the data drives and continue to use the current server but that is not the case as the third drive also failed. Unfortunately, most servers' useful life is approximately five (5) years. The current one is five (5) years old and out of warranty. He has spoken with CFO Boyer and the department has the money to replace the server. The new server will come with a seven (7) year warranty and would come with four (4) drives at a cost of \$6,400.00.

R. #162.16: 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. #162.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola (abstained on all Fire Department bills), Councilman Haynes, Councilman Kidd. Nays: None. Motion carried.

R. #163.16: RESOLUTION PROVIDING PAYMENT #3 AS FOR THE RECONSTRUCTION OF SPRUCE STREET. Council President Giovannitti moved and Councilman Haynes seconded to adopt R. #163.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Kidd. Nays: Motion carried.

R. #164.16: RESOLUTION WITHDRAWING BLOCK 121, LOT 33 FROM TAX SALE. Council President Giovannitti moved and Councilman DiTonno seconded to adopt R. #164.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Kidd. Nays: None. Motion carried.

R. #165.16: RESOLUTION AUTHORIZING AND CONSENTING TO ASSIGNMENT OF PIPELINE EASEMENT AGREEMENT FROM PLAINS PRODUCTS TERMINALS, LLC TO PBF LOGISTICS PRODUCTS TERMINALS, LLC AND THE EXECUTION OF THE LETTER OF CONSENT.

R. #166.16: RESOLUTION AUTHORIZING AND CONSENTING TO ASSIGNMENT OF RIGHT-OF-WAY AGREEMENT FROM PLAINS PRODUCTS TERMINALS, LLC TO PBF LOGISTICS PRODUCTS TERMINALS, LLC AND THE EXECUTION OF THE LETTER OF CONSENT.

Council President Giovannitti moved and Councilman DiTonno seconded to adopt R. #165.16 and #166.16. Roll call: Ayes: Council President Giovannitti,

Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Kidd. Nays: None. Motion carried.

R. #167.16: RESOLUTION AUTHORIZING THE BOROUGH OF PAULSBORO JOINT LAND USE BOARD TO REVIEW A PROPOSED REDEVELOPMENT PLAN FOR THE ENTIRETY OF THE BOROUGH OF PAULSBORO AS A REHABILITATION AREA. Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #167.16.

Councilman Kidd questioned the above Resolution and asked it to be explained.

Mayor Stevenson stated this Resolution designates one (1) process instead of individual areas. It is a blanket Resolution.

Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Kidd. Nays: None. Motion carried.

SECOND READING AND PUBLIC HEARING:

O. #11.16: ORDINANCE ADOPTING A REDEVELOPMENT PLAN PURSUANT TO N.J.S.A. 40A:12-7 FOR AN AREA IN NEED OF REHABILITATION. Council President Giovannitti moved and Councilman Giampola seconded to open the floor to the public regarding this Ordinance. All were in favor of the motion.

There wasn't any public participation.

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

Solicitor Maley stated the Redevelopment Plan incorporates all existing zoning regulations but the Borough has to have a plan. There aren't any zoning changes. He asked it to be postponed until after the Land Use Board meeting and to move the adoption of this Ordinance to October 4th.

Councilman Giampola moved and Councilman Haynes seconded to table O. #11.16 until October 4, 2016. All were in favor of the motion.

INTRODUCTION AND FIRST READING:

O. #12.16: BOND ORDINANCE AUTHORIZING VARIOUS IMPROVEMENTS TO THE WATER AND SEWER UTILITY SYSTEM IN AND FOR THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, NEW JERSEY;

APPROPRIATING THE SUM OF \$2,517,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, NEW JERSEY IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$2,517,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING. Council President Giovannitti moved and Councilman DiTonno seconded to adopt O. #12.16 on introduction and first reading and schedule the second reading and public hearing on October 4, 2016. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Kidd. Nays: None. Motion carried.

Letter from the AFSCME Employees regarding the Election Day Holiday. Councilman Giampola moved and Councilman Haynes seconded to receive, file the letter and table this item until the October 4th meeting in order for Solicitor Maley can review if bi-weekly pays is negotiable. All were in favor of the motion.

Mayor Stevenson discussed the Chamber of Commerce's request to use the Courtroom for a Breakfast meeting on October 5th or 6th.

Councilman Giampola moved and Councilman DiTonno seconded to grant permission for the Chamber of Commerce's request to use the Courtroom for a breakfast meeting on October 5th or 6th, 2016. All were in favor of the motion.

Mayor Stevenson turned the next item on the agenda over to Councilman DiTonno as Councilman Holloway isn't present to discuss the matter.

Councilman DiTonno discussed Rev. Bordenga's request to use the Parking Lot located on 812 North Delaware Street next to the Vision Christian Center Church every 4th Sunday night between the hours of 5:00 to 8:00 p.m. to offer those in need a cup of soup, a drink, a sandwich and clothing.

Councilman DiTonno moved and Councilman Kidd seconded to grant permission for the above. All were in favor of the motion.

Council President Giovannitti suggested checking with Hardenbergh Insurance regarding the liability for the above use.

Councilman DiTonno discussed the installation of the scoreboard for Midget Football which was donated by Exxon Mobil. He suggested turning this item over to the Property Committee.

Mayor Stevenson suggested having the Borough Engineer help with review of the installation of the score board.

Councilman Haynes recommended a company to install the scoreboard instead of the Borough employees and to see if the funds could come out of the Tower Fund.

Councilman DiTonno suggested using a commercial grade electrician.

Councilman Kidd felt it was better to have the Engineer to review and a licensed company to install the scoreboard.

Council President Giovannitti moved and Councilman Haynes authorized the Administrator to get quotes for installing the scoreboard and have the Borough Engineer review the installation. All were in favor of the motion.

Councilman Giampola discussed Conference Per Diem for the New Jersey League of Municipalities conference. He felt no one should be getting any per diem.

Mayor Stevenson also felt if someone is paying for food then they were doing something wrong as anyone can get free food from morning to night.

Council President Giovannitti stated Council can't ask the taxpayers to pay for per diem.

Council President Giovannitti moved and Councilman Giampola seconded that no per diem would be given for food or mileage. The Borough would only pay for the room and the badge. All were in favor of the motion.

Mayor Stevenson stated Council will go into Executive Session to discuss personnel regarding the potential candidates for the position of Administrator.

Councilman Kidd recused himself at this time.

R. #170.16: RESOLUTION PROVIDING FOR AN EXECUTIVE SESSION OF THE BOROUGH COUNCIL OF THE BOROUGH OF PAULSBORO. Council President Giovannitti moved and Councilman DiTonno seconded to adopt R. #170.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes. Nays: None. **Motion carried.**

Mayor and Council convened the Executive Session at 8:55 p.m.

Mayor and Council reconvened the Work Session Meeting at 9:00 p.m.

Mayor Maley stated Council will need to adopt a Resolution appointing the administrator and Council will have to adopt another Resolution at the next meeting to ratify the contract.

R. #171.16: RESOLUTION APPOINTING SUSAN JACOBUCCI AS BOROUGH ADMINISTRATOR FOR THE BOROUGH OF PAULSBORO. Councilman Giampola moved and Councilman DiTonno seconded to adopt R. #171.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes. Nays: None. **Motion carried.**

There wasn't any further borough business.

Councilman Giampola moved and Councilman DiTonno seconded to adjourn the meeting at 9:04 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 September 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