Mayor Stevenson read the following statement into the record:

“Good evening everyone. Because of the COVID-19 virus, we are having this meeting by conference call. I will do my best to keep this meeting running smooth. Please mute your phones and keep any outside talking and interference to a minimum. There will be a public session at the end for those who want to speak.

On behalf of the Governing Body of Paulsboro, it is recognized that we are in trying times for our Country, State, County and our beloved Borough. As of today, we have had 5 cases of COVID-19 virus, with one death. For those who are thinking this only affects older people, our last 2 cases were 27 & 10 year old females. The virus doesn't recognize age, gender, race or religion. Please check up on family and friends. Please continue with the safe practices that have been put forward. We have groups and volunteers willing to help if needed for food and so forth. Call me at #856-423-4097.
The Borough building is closed to the public. We have set up a drop box (red and white) outside the Buck Street entrance to pay your bills. The Borough is staffed by our dedicated workers to answer the phones with any questions. We will address the payments of water/sewer and taxes later in this meeting. The Code and Construction Office is by appointment only. Our website: paulsboronj.org has all the particulars. As Coordinator of the OEM, I will be discussing with the Administrator and Police Chief about declaring a State of Emergency this week. This will allow us to apply for funding to get reimbursements for costs that the Borough has acquired in relationship to the pandemic. A big thank you from all of us to the ladies in the front office, our 1st Responders, Public Works Department and especially the Police Department who are out there every day.

This Administrator has been working closely with the County and State. They have hardworking groups who are dealing with businesses, both large and small, unemployment, testing, treatments and so forth. Beginning tomorrow, there will finally be a testing facility for Gloucester County set up at Rowan College – formally the GCC (not the university) (read guidelines.) For our County businesses, they are putting together a package with all the information to help small businesses get through this with loans, worker treatment and unemployment. You can call this # for information or see our website. Also, on your website is information for those individuals who have questions about their work status & help for family issues. There is a lot of information out there. Keep shopping at our local restaurants and stores that remain open. Working together we can all get through this trying time. The biggest thank you goes out to our residents who are making due with all the issues and following the set forth guidelines. Please continue to look after those who cannot look after themselves, but do it safely.”

**APPROVAL OF MINUTES:**

Caucus Meeting – March 3, 2020 at 6:00 p.m.
Regular Meeting – March 3, 2020 at 7:00 p.m.
Special Meeting – March 16, 2020 at 5:00 p.m.

Councilman Holloway moved and Council President Giovannitti seconded to receive, file and adopt the minutes. All were in favor of the motion.

Summary of reports and copies of minutes of meeting. Council President Giovannitti moved and Councilman Holloway seconded to receive and file. All were in favor of the motion.

**COMMUNICATION – CORRESPONDENCE:**

**MAYOR AND COUNCIL COMMITTEE REPORTS:**
Finance Committee: Councilman Giampola, Chairman:

Councilman Giampola stated the 2020 Budget was going to be on the agenda however, the Governor has extended the deadline to introduce the budget until May. The Borough may have to conduct a special meeting to introduce the Budget.

Public Works Committee: Councilman Haynes, Chairman:

Councilman Haynes stated he did not have any updates but he wished everyone to be safe and to follow the guidelines.

Public Property Committee: Councilman Holloway, II, Chairman:

Councilman Holloway stated he did not have anything to report but also wished everyone to stay safe and active.

Mayor Stevenson stated the Borough has received quotes for the demolition of three (3) properties.

Community Betterment Committee: Councilman Kidd, Chairman:

Councilman Kidd did not have anything to report and stated he is staying close in his yard.

Public Safety Committee: Councilman DiTonno, Chairman:

Councilman DiTonno reminded the residents that public parks, etc. are closed and to stay safe and wash their hands.

Construction and Licensing Committee: Council President Giovannitti, Chairman:

Council President Giovannitti stated the school is serving lunches from 9:00 to 10:00 a.m. and the Crossing Guards are there to assist the kids to their schools. He gave kudos to the school workers. He further stated the Code Office has sent out mail and has received $132,000 and he wanted to recognize the Code Office on the good job.

ORDINANCES ON INTRODUCTION AND FIRST READING:

O. #09.20: ORDINANCE AMENDING ORDINANCE #06.20 AUTHORIZING SALE OF BLOCK 51, LOT 7, ALSO KNOWN AS 312 BILLINGSPORT ROAD, AND THE EXECUTION OF ALL NECESSARY DOCUMENTS. Council President Giovannitti moved and Councilman Holloway seconded to adopt O. #09.20 on


\textbf{RESOLUTIONS – BILLS:}

\textbf{R. \#77.20}: RESOLUTION ADOPTING A TEMPORARY BUDGET FOR THE YEAR 2020.


\textbf{R. \#79.20}: RESOLUTION PROVIDING FOR THE PAYMENT OF BILLS OUT OF THE 2020 TEMPORARY BUDGET.

Council President Giovannitti moved and Councilman Holloway seconded to adopt R. \#77.20 and to pay all bills properly signed and adopt R. \#78.20 and R. \#79.20. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola (abstained on all Fire bills), Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. \textit{Motion carried.}

\textbf{RESOLUTIONS ON CONSENT AGENDA:}

\textbf{R. \#80.20} RESOLUTION AUTHORIZING CANCELLATION OF GRANT BALANCES AS RECOMMENDED BY THE AUDITOR. (This Resolution cancels grant balances due to their lengthy period of time and no longer needs as per the recommendation of the Auditor.)

\textbf{R. \#81.20}: RESOLUTION PROVIDING FOR ALLOWANCE/DISALLOWANCE OF VETERANS/WIDOW OF VETERANS, SENIOR CITIZENS OR DISABILITY DEDUCTIONS. (This Resolution allows or disallows the tax deduction for Veteran, Disability or Senior Citizens.)
R. #82.20: RESOLUTION AUTHORIZING REFUND OF TAXES FOR TOTALLY DISABLED VETERAN. (This Resolution authorizes refund to Block 6 Lot 22, 435 Beacon Avenue, as the Tax Assessor has made a determination that qualifies certain disabled veterans as they are entitled to an exemption from payment of real estate taxes otherwise due pursuant to N.J. S.A. 54:4-3.30 et seq.)

R. #83.20: RESOLUTION AUTHORIZING PARTIAL 2020 1ST QTR REFUND OF AN OVERPAYMENT BY CORELOGIC TAX SERVICES TO THE BOROUGH OF PAULSBORO DUE TO A DISABLED VETERAN EXEMPT STATUS FOR THE PROPERTY OWNER AT BL 6 LOT 22, 435 BEACON AVENUE. (This Resolution refunds partial 2020 first quarter tax overpayment by Corelogic Tax Service in the amount of $503.45 due to the property owner being approved as a 100% Disabled Veteran by the Gloucester County Tax Assessor.)

R. #84.20: RESOLUTION OF THE BOROUGH OF PAULSBORO AUTHORIZING DISCHARGE OF MORTGAGES. (This Resolution authorizes the discharge of several mortgages in the RCA program.)


Raffles/Permits/Firemen’s Association Membership Applications:

Licenses:

R. #73.20: RESOLUTION OF THE BOROUGH OF PAULSBORO PROVIDING FOR THE APPROVAL OF A PERSON-TO-PERSON TRANSFER OF A PLENARY RETAIL DISTRIBUTION LICENSE #0814-44-002-007 NOW HELD BY NANI, LLC T/A BURT’S LIQUORS TO RJ PREET LIQUORS, LLC T/A BURT’S LIQUORS. (This Resolution approves the person-to-person transfer application of RJ Preet Liquors, LLC T/A Burt’s Liquors from Nani, LLC t/a Burt’s Liquors. Chief Kille has recommended the transfer and the tax clearance certificate has been received.) Council President Giovannitti moved and Councilman Holloway seconded to adopt R. #73.20. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

RESOLUTIONS NOT ON CONSENT:

ORDINANCES ON SECOND READING AND PUBLIC HEARING:
Administrator’s Report:

Administrator Jacobucci stated the State has extended the introduction of the 2020 Budget deadline and the State Budget has been extended to September. At the next meeting, the Borough will have to discuss sending out estimated tax bills.

Administrator Jacobucci stated she recommended adopting a Resolution to extend grace periods for Water and Sewer payments, Tax payments and Dog Licenses. The following is the Administrator’s recommendations:

1. **Dog Licenses**: The deadline for dog licenses was, without penalty, March 31, 2020. This deadline, without penalty is extended to April 30, 2020. After April 30, 2020, the fee is an additional $10.00. The documents and payments can be placed in the 24 hour lock box at the parking lot entrance of Borough Hall. Any questions, please call (856) 423-1500 or email kvanscoy@paulsboronj.org.

2. **Water/Sewer Bills**: Bills were sent on or about March 30 and were due April 15, 2020; with a 10-day grace period on interest (4/25). That grace period has been extended until 5/15/2020. After that day, interest will accrue. Please remember payments can be either mailed, dropped in the 24 hour lock box at the parking lot entrance to Borough Hall or at our website: paulsboronj.org.

3. **Property Taxes**: The due date for the second quarter property taxes is May 1, 2020, with a grace period until May 11, 2020. The grace period has been extended to June 10, 2020. After that date, interest will accrue. Please remember payments can be either mailed, dropped in the 24-hour lock box at the parking lot entrance to Borough Hall or at our website: paulsboronj.org.

**R. #85.20**: RESOLUTION EXTENDING GRACE PERIOD FOR WATER/SEWER BILLS; PROPERTY TAXES AND DOG LICENSES. Councilman Giampola moved and Council President Giovannitti seconded to adopt R. #85.20. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Administrator Jacobucci stated the USDA is requiring a Resolution to amend the contract with Maley Givens for the Billingsport Port Project. The Resolution changes the “not to exceed amount” from $15,000 to $30,000.

**R. #86.20**: RESOLUTION AMENDING RESOLUTION #65.18 ENTITLED “RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH MALEY GIVENS AS LEGAL COUNSEL FOR THE USDA/RURAL DEVELOPMENT WATER AND WASTE WATER DISPOSAL PROGRAM”,

Administrator Jacobucci stated the Borough has received bids on demolishing three (3) properties at 1000 Hoffman Avenue, 25 West Buck Street and 330 West Washington Street for a total cost of $39,300. She recommended awarding the bid to Franchi Demolition Company.


Administrator Jacobucci presented the Engineer’s Report:

- Letter from Erik Biermann, Senior Engineer, Sickels & Associates regarding purchase of Backwash Tank.
- Letter from Erik Biermann, Senior Engineer, Sickels & Associates, regarding purchase of Pavement Saw.
- Letter from Erik Biermann, Senior Engineer, Sickels & Associates, regarding purchase of Tractor.
- Letter from Erik Biermann, Senior Engineer, Sickels & Associates, regarding purchase of Trailer.

Councilman Giampola moved and Councilman Haynes seconded to receive and file the above letters. All were in favor of the motion.

R. #88.20: RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) BACKWASH TANK FROM COASTAL TECHNICAL SALES, INC. AS PART OF THE USDA RURAL DEVELOPMENT LOAN #8 AND GRANT #9 AND IN ACCORDANCE WITH PURCHASING PROTOCOLS.

R. #89.20: RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) PAVEMENT SAW FROM WEBER POWER EQUIPMENT AS PART OF THE USDA RURAL DEVELOPMENT LOAN #8 AND GRANT #9 AND IN ACCORDANCE WITH PURCHASING PROTOCOLS.
R. #90.20: RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) SUB-COMPACT TRACTOR FROM POWERPRO EQUIPMENT AS PART OF THE USDA RURAL DEVELOPMENT LOAN #8 AND GRANT #9 AND IN ACCORDANCE WITH PURCHASING PROTOCOLS.

R. #91.20: RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) UTILITY TRAILER FROM FRANKLIN TRAILERS AS PART OF THE USDA RURAL DEVELOPMENT LOAN #8 AND GRANT #9 AND IN ACCORDANCE WITH PURCHASING PROTOCOLS.


Letter from Olivier A. Pena, Senior Construction Technician, Sickels & Associates, regarding Casa De Dios Site Improvement Fees for 1048 Penn Line Road – Block 56 Lot 11.

Administrator Jacobucci recommended tabling this matter as the Borough hasn’t received the surety and escrow. She felt it should be sent back to the Land Use Board.

Council President Giovannitti moved and Councilman Holloway seconded to receive, file the letter, table this matter until Mayor Stevenson discusses it with the Land Use Board. All were in favor of the motion.

Police Chief’s Report:

Chief Kille reported there are six (6) total cases of Covid-19 cases; three (3) males and three (3) females and one (1) deceased individual. In Gloucester County, there are 321 total cases with five (5) deaths. The Police Department is 100% fully staffed. There is one (1) positive Covid-19 Police Officer in Gloucester County with nine (9) officers in quarantine. The Police Department is doing everything it can.

Chief Kille also reported on the vehicle engine that blew which he reported at the last meeting. Ford has replaced the motor which was under warranty.

Mayor Stevenson thanked Chief Kille and the Police Department.

Mayor Stevenson stated he has received notification of a testing site opening in Gloucester County at the Rowan College in Sewell. Individuals with symptoms of Covid-19 can contact (856)218-4142 to make an appointment to be tested on
Thursday, April 16th at 8:30 a.m. and 2:00 p.m. The individual will be prescreened and will have to have their insurance information and I.D.

**PRIVILEGE OF THE FLOOR:**

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

Council President Giovannitti moved and Councilman Holloway seconded to open the floor to the public at 6:47 p.m. 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 at 6:47 p.m. All were in favor of the motion.

Mayor Stevenson thanked Council and the public. He stated anyone can call him and information regarding Covid-19 will be on the Borough’s website and the County website.

Council President Giovannitti moved and Councilman Holloway seconded to adjourn the meeting at 6:50 p.m. All were in favor of the motion.

This is a brief summary of the Teleconference Meeting of the Mayor and Council of the Borough of Paulsboro held on April 7, 2020 and should not be considered a verbatim transcript of the meeting.

Respectfully submitted,

_____________________________  ______________________________
Kathy A. VanScoy, RMC/CMC/CMR  Gary C. Stevenson, Mayor
Borough Clerk