

## AGENDA

### ANNUAL REORGANIZATION AND FIRST REGULAR MEETING

JANUARY 4, 2022

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1. Invocation.
2. Salute to the Flag led by the Borough Clerk.
3. Call to Order by Mayor Stevenson.
4. Opening Statement by Borough Clerk VanScoy regarding the Open Public Meetings Act.
5. Swearing In: Karen Armistead, Councilwoman  
Jennifer Turner, Councilwoman
6. Roll call: Councilwoman Armistead\_\_, Councilman DiTonno\_\_, Councilman Giovannitti\_\_, Councilman Holloway\_\_, Councilman Kidd\_\_, Councilwoman Turner\_\_.
7. Election of President of Council:  
  
\_\_\_\_nominates \_\_\_\_\_ as President of Council. \_\_\_\_seconded the nomination. R/C: Councilwoman Armistead\_\_, Councilman DiTonno\_\_, Councilman Giovannitti\_\_, Councilman Holloway\_\_, Councilman Kidd\_\_, Councilwoman Turner\_\_.

8. Remarks by the President of Council.
9. Mayor Stevenson announced the following Councilmanic Committee Appointments for 2022: (Council Committees are selected with input from all Councilmembers and submitted to the Mayor to be read into the public record)

**FINANCE COMMITTEE:**

Chairperson:

**PUBLIC SAFETY COMMITTEE:**

Chairperson:

**PUBLIC WORKS COMMITTEE:**

Chairperson:

**PUBLIC PROPERTY COMMITTEE:**

Chairperson:

**COMMUNITY BETTERMENT COMMITTEE:**

Chairperson:

**CONSTRUCTION AND LICENSING OFFICE:**

Chairperson:

10. \_\_moved seconded\_\_ that the appointments be confirmed. R/C: Councilwoman Armistead\_\_, Councilman DiTonno\_\_, Councilman Giovannitti\_\_, Councilman Holloway\_\_, Councilman Kidd\_\_, Councilwoman Turner\_\_.

**11. APPROVAL OF MINUTES:**

Teleconference Regular Meeting – December 3, 2021 at 6:00 p.m.

Teleconference Annual Financial Meeting – December 28, 2021 at 5:30 p.m.

Summary of reports and copies of minutes of meeting.

\_\_moved seconded\_\_ to receive, file and adopt the minutes and reports. R/C:

**12. COMMUNICATIONS – CORRESPONDENCE:**

Letter from John J. Vinci, Sr., Gloucester County Utilities Authority, regarding Fiscal Year 2022: GCUA Operating Budget

Letter from John J. Vinci, Sr. Gloucester County Utilities Authority, regarding Public Hearing Notice on Proposed Rate Schedule.

\_\_moved seconded\_\_ to receive and file the letters. R/C:

**13. MAYOR AND COUNCIL COMMITTEE REPORTS:**

Mayor Stevenson

Finance Committee:

Public Works Committee:

Construction and Licensing Committee:

Public Property Committee:

Community Betterment Committee:

Public Safety Committee:

**14. ORDINANCES ON INTRODUCTION AND FIRST READING:**

**O. #01.22: ORDINANCE TO AMEND PORTIONS OF CHAPTER 34A, “FIRE PREVENTION” OF THE BOROUGH CODE REGARDING ENFORCEMENT OF THE NEW JERSEY UNIFORM FIRE CODE.**

\_\_moved seconded\_\_ to adopt O. #01.22 on introduction and first reading and schedule the second reading and public hearing on February 1, 2021. R/C: Councilwoman Armistead\_\_, Councilman DiTonno\_\_, Councilman Giovannitti\_\_, Councilman Holloway\_\_, Councilman Kidd\_\_, Councilwoman Turner\_\_.

**O. #02.21: ORDINANCE AMENDING PORTIONS OF CHAPTER 61, “SEWERS” AND CHAPTER 78, “WATER” OF THE BOROUGH CODE REGARDING WATER AND SEWER RATES AND BILLING.** \_\_moved

seconded\_\_ to adopt O. #02.22 on introduction and first reading and schedule the second reading and public hearing on February 1, 2021. R/C: Councilwoman Armistead\_\_, Councilman DiTonno\_\_, Councilman Giovannitti\_\_, Councilman Holloway\_\_, Councilman Kidd\_\_, Councilwoman Turner\_\_.

**15. RESOLUTIONS – BILLS:**

**R. #01.22: RESOLUTION ADOPTING A TEMPORARY BUDGET FOR THE YEAR 2022.**

**R. #02.22: RESOLUTION PROVIDING FOR THE PROCEDURE TO PROCESS BILL PAYMENTS THE THIRD WEEK OF EACH MONTH AND THE MONTH OF AUGUST.**

**15. CONSENT AGENDA:**

**R. #03.22: RESOLUTION DESIGNATING A DEPUTY MAYOR FOR THE BOROUGH OF PAULSBORO.**

**R. #04.22: RESOLUTION SETTING THE DATES, TIME AND PLACE OF THE VARIOUS MEETINGS OF THE MAYOR AND COUNCIL OF THE BOROUGH OF PAULSBORO FOR THE YEAR 2022.**

**R. #05.22: RESOLUTION ESTABLISHING RULES OF ORDER FOR THE CONDUCT OF BOROUGH MEETINGS FOR THE YEAR 2022.**

**R. #06.22: RESOLUTION DESIGNATING THE OFFICIAL DEPOSITORIES OF ALL PUBLIC MONIES AND OTHER FUNDS OF THE BOROUGH OF PAULSBORO FOR THE YEAR 2022.**

**R. #07.22: RESOLUTION OF THE BOROUGH OF PAULSBORO ADOPTING A CASH MANAGEMENT PLAN AS REQUIRED BY THE STATE OF NEW JERSEY, DEPARTMENT OF COMMUNITY AFFAIRS, DIVISION OF LOCAL GOVERNMENT SERVICES.**

**R. #08.22: RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPERS OF THE BOROUGH OF PAULSBORO FOR 2022.**

**R. #09.22: RESOLUTION ESTABLISHING PETTY CASH FUNDS FOR THE BOROUGH CLERK AND THE CHIEF OF POLICE FOR 2022.**

**R. #10.22: RESOLUTION APPOINTING CYNTHIA WOOD AS DEPUTY MUNICIPAL COURT ADMINISTRATOR FOR THE BOROUGH OF PAULSBORO FOR 2022.**

**R. #11.22: RESOLUTION APPOINTING CAROL MILLIS AS MUNICIPAL COURT RECORDER FOR THE BOROUGH OF PAULSBORO FOR 2022.**

**R. #12.22: RESOLUTION APPOINTING SCHOOL CROSSING GUARDS FOR THE BOROUGH OF PAULSBORO FOR 2022.**

**R. #13.22: RESOLUTION APPOINTING SPECIAL OFFICERS FOR THE BOROUGH OF PAULSBORO FOR THE YEAR 2022.**

**R. #14.22: RESOLUTION APPOINTING GEORGE MARRA AS ZONING ADMINISTRATIVE OFFICER OF THE BOROUGH OF PAULSBORO FOR THE YEAR 2022.**

**R. #15.22: RESOLUTION APPOINTING ROBERT DEANGELO AS HEARING OFFICER OF THE BOROUGH OF PAULSBORO.**

**R. #16.22: RESOLUTION APPOINTING ELSIE TEDESKI AS CODE OFFICE CLERK/TECHNICAL ASSISTANT/RENTAL REGISTRATION SECRETARY FOR THE BOROUGH OF PAULSBORO.**

**R. #17.22: RESOLUTION APPOINTING FRANCIS TURTON AS RENTAL PROPERTY INSPECTOR FOR THE BOROUGH OF PAULSBORO FOR THE YEAR 2022.**

**R. #18.22: RESOLUTION APPOINTING HERMAN SCHOCH AS SAFETY COORDINATOR FOR THE MUNICIPAL JOINT INSURANCE FUND YEAR 2022.**

**R. #19.22: RESOLUTION OF THE BOROUGH OF PAULSBORO APPOINTING SUSAN JACOBUCCI AS FUND COMMISSIONER FOR THE MUNICIPAL JOINT INSURANCE FUND FOR THE YEAR 2022.**

**R. #20.22: RESOLUTION OF THE BOROUGH OF PAULSBORO APPOINTING SUSAN JACOBUCCI AS CLAIMS COORDINATOR OF THE GLOUCESTER, SALEM AND CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND.**

**R. #21.22: RESOLUTION OF THE BOROUGH OF PAULSBORO APPOINTING ALTERNATE FUND COMMISSIONER FOR THE MUNICIPAL JOINT INSURANCE FUND FOR THE YEAR 2022.**

**R. #22.22: RESOLUTION APPOINTING SUSAN JACOBUCCI AND CHIEF GARY KILLE AS CONTACT PERSONS FOR THE EMPLOYMENT PRACTICE LIABILITY ATTORNEY CONSULTATION SERVICE FOR THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND.**

**R. #23.22: RESOLUTION OF THE BOROUGH OF PAULSBORO APPOINTING MAYOR GARY C. STEVENSON AS FUND COMMISSIONER AND ADMINISTRATOR SUSAN JACOBUCCI AS ALTERNATE FUND COMMISSIONER FOR THE SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND.**

**R. #24.22: RESOLUTION APPOINTING KATHY A. VANSCOY AS PUBLIC AGENCY COMPLIANCE OFFICER AS PER N.J.A.C. 17:27-3.5 FOR THE BOROUGH OF PAULSBORO.**

**R. #25.22: A RESOLUTION TO AFFIRM THE BOROUGH OF PAULSBORO CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS.**

**R. #26.22: RESOLUTION OF THE BOROUGH OF PAULSBORO PROVIDING FOR INTEREST AND A GRACE PERIOD ON TAXES FOR THE YEAR 2022.**

**R. #27.22: RESOLUTION SETTING THE DATES, TIMES AND PLACE OF THE VARIOUS TRICO JIF SAFETY COMMITTEE MEETINGS OF THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY FOR THE YEAR 2022.**

\_\_moved seconded\_\_ to adopt R. #01.22 to R. #27.22. R/C: Councilwoman Armistead\_\_, Councilman DiTonno\_\_, Councilman Giovannitti\_\_, Councilman Holloway\_\_, Councilman Kidd\_\_, Councilwoman Turner\_\_.

16. **Raffles/Permits/Firemen's Association Membership Applications:**

17. **RESOLUTIONS NOT ON CONSENT:**

**R. #28.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR A BOROUGH ATTORNEY FOR THE BOROUGH OF PAULSBORO.**  
(Maley Givens)

**R. #29.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR LABOR RELATIONS COUNSEL FOR THE BOROUGH OF PAULSBORO. ()**

**R. #30.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR SPECIAL LABOR COUNSEL FOR THE BOROUGH OF PAULSBORO. (Barker, Gelfand, James & Sarvas)**

**R. #31.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR AUDITING SERVICES FOR THE BOROUGH OF PAULSBORO.**  
(Holt, McNally & Associates.)

**R. #32.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022**

**FOR BOND COUNSEL FOR THE BOROUGH OF PAULSBORO. (Parker McCay, P.A.)**

**R. #33.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR MUNICIPAL PROSECUTOR FOR THE BOROUGH OF PAULSBORO. (John Alice, Esq.)**

**R. #34.22: RESOLUTION APPOINTING ALTERNATE BOROUGH PROSECUTORS.**

**R. #35.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR PUBLIC DEFENDER FOR THE BOROUGH OF PAULSBORO. (Mark Klargman, Esq.)**

**R. #36.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR CONFLICT PUBLIC DEFENDER FOR THE BOROUGH OF PAULSBORO. (Stephen Altamuro, Esq. and Michael Smolensky, Esq.)**

**R. #37.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR BOROUGH ENGINEERING SERVICES PURSUANT TO N.J.S.A. 40A:11-1 ET SEQ. (GENERAL ENGINEERING SERVICES/WATER AND SEWER ENGINEERING SERVICES). (Sickels & Associates, Inc.)**

**R. #38.22: RESOLUTION AUTHORIZING BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR REDEVELOPMENT COUNSEL FOR THE BOROUGH OF PAULSBORO. (Maley Givens.)**

**R. #39.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR CONSULTING SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR GRANT CONSULTANT SERVICES FOR THE BOROUGH OF PAULSBORO. (Triad Associates.)**

**R. #40.22: RESOLUTION AUTHORIZING BOROUGH COUNCIL TO AWARD A CONTRACT FOR CONSULTING SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR A BOROUGH INSURANCE AGENT AND RISK MANAGEMENT CONSULTANT FOR THE BOROUGH OF PAULSBORO. (Hardenbergh Insurance Group.)**

**R. #41.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR AN ADMINISTRATIVE AGENT FOR AFFORDABLE HOUSING FOR THE BOROUGH OF PAULSBORO. (Triad Associates.)**

**R. #42.22: RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO AWARD A CONTRACT FOR PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS FOR THE YEAR 2022 FOR FINANCIAL ADVISOR FOR THE BOROUGH OF PAULSBORO. (Acacia Financial Group, Inc.)**

\_\_moved seconded\_\_ to adopt R. #28.22 to R. #42.22. R/C: Councilwoman Armistead\_\_, Councilman DiTonno\_\_, Councilman Giovannitti\_\_, Councilman Holloway\_\_, Councilman Kidd\_\_, Councilwoman Turner\_\_.

**R. #43.22: RESOLUTION AUTHORIZING THE BOROUGH OF PAULSBORO, NEW JERSEY THROUGH THE PAULSBORO POLICE DEPARTMENT TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORTOFFICE, 1033 PROGRAM TO ENABLE THE PAULSBORO POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT. \_\_moved seconded\_\_ to adopt R. #43.22. R/C: Councilwoman Armistead\_\_, Councilman DiTonno\_\_, Councilman Giovannitti\_\_, Councilman Holloway\_\_, Councilman Kidd\_\_, Councilwoman Turner\_\_.**

**18. APPOINTMENT OF VARIOUS OTHER BOROUGH OFFICIALS BY MAYOR STEVENSON AND CONFIRMED BY MOTION:**

TAX SEARCH CLERK: Georjean Widener.

WATER AND SEWER SEARCH CLERK: Temple McBride

IMPROVEMENT SEARCH CLERK: Kathy A. VanScoy.

\_\_moved seconded\_\_ to confirm the above appointments. R/C: Councilwoman Armistead\_\_, Councilman DiTonno\_\_, Councilman Giovannitti\_\_, Councilman Holloway\_\_, Councilman Kidd\_\_, Councilwoman Turner\_\_.

**19. APPOINTMENTS TO THE VARIOUS BOARDS AND COMMISSIONS BY MAYOR STEVENSON AND CONFIRMED BY MOTION IF NECESSARY:**

GILL MEMORIAL LIBRARY BOARD OF TRUSTEES: Mayor Appoints with Consent of Council:

5 Year Term – Elaine Cooper  
5 Year Term – Jennifer Maden



\_\_moved seconded\_\_ to confirm the appointments. R/C: Councilwoman Armistead\_\_, Councilman DiTonno\_\_, Councilman Giovannitti\_\_, Councilman Holloway\_\_, Councilman Kidd\_\_, Councilwoman Turner\_\_.

LAND USE BOARD: Mayor Appoints without Consent of Council:

Class I: Mayor Gary C. Stevenson

Class II: Official: Jack Palumbo

Class III: Member of Council: John Giovannitti

Alternate Member of Council: Jennifer Turner

Class IV: Citizens:

1. 4 Year Term – Robert DeAngelo
2. Unexpired Term (Ridinger) – Jason Newman – 12/31/2023
3. Unexpired Term (Thomas) – Jennifer Maden – 12/31/2023
4. Unexpired Term Alternate 2 – Larry Haynes – 12/31/2022
5. Alternate 3 – 2 Year Term -
6. Alternate 4 – 2 Year Term –

HISTORIC PRESERVATION COMMISSION: Mayor Appoints without Consent of Council:

Alternate 1 –

Alternate 2 -

20. Appointment of Mayor's Special Committees:

Lighthouse Committee: Chairperson: Marc Kamp

Friends of the Paul House/Library Committee: Chairperson: Dr. Walter Quint

21. Administrator's Report:

Engineer's Report:

Letter from Erik K. Biermann, Sickels & Associates, Inc., regarding Maintenance Bond Release – Reconstruction of Pine Street Roadway Improvements, Landberg Construction, LLC. \_\_moved seconded\_\_ to receive and file the letter. R/C:

**R. #44.22: RESOLUTION OF THE BOROUGH OF PAULSBORO AUTHORIZING THE RELEASE OF THE MAINTENANCE BOND PROVIDED BY LANDBERG CONSTRUCTION, LLC FOR THE PINE STREET ROADWAY IMPROVEMENTS IN THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY.**

\_\_moved seconded\_\_ to adopt R. #44.22. R/C: Councilwoman Armistead\_\_, Councilman DiTonno\_\_, Councilman Giovannitti\_\_, Councilman Holloway\_\_, Councilman Kidd\_\_, Councilwoman Turner\_\_.

22. Police Chief's Report:

23. **PRIVILEGE OF THE FLOOR.** (General questions only.)

24. Mayor's Annual Statement

25. **ADJOURNMENT:** \_\_moved seconded to adjourn the meeting at      p.m.