

DRAFT MINUTES

*These are the Draft Minutes of the Regular Meeting
of the North Plainfield Borough Council held on Tuesday, 13 February 2018.*

*Every attempt has been made to make these as comprehensive
and conclusive as possible. However, as it is a draft document, it is
not to be construed as a formal depiction of the official conduct of business and is subject to
revision up to and following the Governing Body's actual approval of same. If changes are
necessary, revised minutes will be posted to the website.*

MINUTES of the Regular Meeting of the Council of the Borough of North Plainfield held on Tuesday, **February 13, 2018** at 7:48 p.m. at the North Plainfield Council Chambers, 263 Somerset Street, North Plainfield, New Jersey.

PRESENT:

Council Members: Everett Merrill
Keiona R. Miller
Frank Righetti (absent – excused)
Wendy Schaefer
Douglas M. Singleterry
Frank “Skip” Stabile (absent – excused)
Lawrence La Ronde, Council President

Also Present: David E. Hollod, Business Administrator
Eric M. Bernstein, Esq., Borough Attorney
Richard K. Phoenix, RMC, Borough Clerk

The Council President read the following Notice of Compliance:

"This is a Regular Meeting of the Council of the Borough of North Plainfield, scheduled by resolution of the Council adopted on November 27, 2017. Adequate notice of this meeting was given pursuant to *N.J.S.A. 10:4-6 et seq.* by transmitting said notice to the *Courier News*, *The Star-Ledger*, *The Alternative Press* and *WKMB* Radio on November 28, 2017 by publication of the announcement in the *Courier News* of December 1, 2017 and by posting a copy of this notice on the bulletin boards in the Municipal Building and Memorial Library reserved for such purpose."

The Clerk had submitted copies of the minutes of the Agenda Conference and Regular Meeting of January 22, 2018.

Council President La Ronde called for a Roll Call on the minutes:

Agenda Conference and Regular Meeting of January 22, 2018:

Aye: Miller, Schaefer, Singleterry, La Ronde
Abstain: Merrill

HEARING:

ORDINANCE NO. 18-02 AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT THE BOROUGH CODE OF THE BOROUGH OF NORTH PLAINFIELD, CHAPTER II ENTITLED, "ADMINISTRATION," ARTICLE I ENTITLED, "ADMINISTRATIVE CODE," SECTION 2-6 ENTITLED, "DEPARTMENT OF ADMINISTRATION," MOST NOTABLY, SECTION 2-6.5, ENTITLED "ESTABLISHMENT OF PARKS AND RECREATION COMMITTEE."

The Clerk read the Ordinance by its title.

PUBLIC COMMENT: None.

Motion to close public comment by Ms. Schaefer, seconded by Ms. Miller and on Roll Call carried all five voting aye.

Ms. Schaefer presented the following Resolution and moved its adoption:

RESOLUTION NO. 02-13-18-01 BE IT RESOLVED by the Council of the Borough of North Plainfield that an ordinance numbered 18-02 be adopted and advertised as required by statute.

Seconded by Mr. Singleterry and on Roll Call carried all five voting aye.

Mr. Singleterry presented the following Resolution and moved its adoption:

RESOLUTION NO. 02-13-18-02 BE IT RESOLVED by the Borough Council of North Plainfield that an Ordinance numbered 18-03 be read by its title by the Borough Clerk and be passed on its first reading and advertised as required by statute, fixing February 26, 2018 at 7:30 p.m. or as soon thereafter as the matter can be heard, as the time and the North Plainfield Council Chambers, 263 Somerset Street, North Plainfield, New Jersey as the place for hearing and final adoption.

Seconded by Ms. Schaefer and on Roll Call carried all five voting aye.

The Clerk read the ordinance by its title as follows:

ORDINANCE NO. 18-03 AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT THE BOROUGH CODE OF THE BOROUGH OF NORTH PLAINFIELD, CHAPTER II ENTITLED, "ADMINISTRATION," ARTICLE I ENTITLED, "ADMINISTRATIVE CODE," SECTION 2-6 ENTITLED, "DEPARTMENT OF ADMINISTRATION," MOST NOTABLY, SECTION 2-6.14, ENTITLED "MUNICIPAL ALLIANCE COMMITTEE."

Mr. Merrill presented the following Resolution and moved its adoption:

RESOLUTION NO. 02-13-18-03 BE IT RESOLVED by the Borough Council of North Plainfield that an Ordinance numbered 18-04 be read by its title by the Borough Clerk and be passed on its first reading and advertised as required by statute, fixing February 26, 2018 at 7:30 p.m. or as soon thereafter as the matter can be heard, as the time and the North Plainfield Council Chambers, 263 Somerset Street, North Plainfield, New Jersey as the place for hearing and final adoption.

Seconded by Ms. Miller and on Roll Call carried all five voting aye.

The Clerk read the ordinance by its title as follows:

ORDINANCE NO. 18-04 AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT THE BOROUGH CODE OF THE BOROUGH OF NORTH PLAINFIELD, CHAPTER II ENTITLED "ADMINISTRATION," ARTICLE I ENTITLED, "ADMINISTRATIVE CODE," SECTION 2-6 ENTITLED, "DEPARTMENT OF ADMINISTRATION," MOST NOTABLY, SECTION 2-6.13, ENTITLED "YOUTH SERVICES COMMISSION."

As instructed by Mr. Bernstein, Ordinance No. 18-05 was withdrawn.

[Resolution No. 02-13-18-04 and Ordinance No. 18-05 were withdrawn]

02-13-18-04: ORDINANCE NO. 18-05 AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT THE BOROUGH CODE OF THE BOROUGH OF NORTH PLAINFIELD, CHAPTER XXII ENTITLED, "LAND DEVELOPMENT," SECTION 22-3 ENTITLED, "DEFINITIONS," AND SECTION 22-110.1 ENTITLED "USES"

CONSENT AGENDA

Council President La Ronde stated that all matters listed on the Consent Agenda are considered to be routine in nature and will be approved by one motion. There will be no separate discussion of these items. If any discussion is desired by Council, that particular item will be removed from the Consent Agenda and will be considered separately.

Ms. Miller presented the following Resolution and moved its adoption:

RESOLUTION NO. 02-13-18-05 BE IT RESOLVED by the Council of the Borough of North Plainfield that resolutions numbered

02-13-18-05 a, b, c, d, e, f, g, h, i

having been placed on the Consent Agenda and there having been no objection thereto, the same are hereby approved.

Seconded by Ms. Schaefer and on Roll Call carried all five voting aye.

APPROVED RESOLUTIONS:

RESOLUTION NO. 02-13-18-05a RESOLUTION AUTHORIZING THE EXECUTION OF A TREATMENT WORKS APPROVAL PERMIT APPLICATION BY THE BOROUGH OF NORTH PLAINFIELD FOR THE QUICKCHEK CONVENIENCE STORE WITH FUEL FILLING STATION AND CANOPY PROJECT

WHEREAS, Coremark No. Plainfield, LLC, is planning to install a sanitary sewer main extension and a new sanitary sewer service lateral along Maple Avenue to allow for the construction of a QuickChek convenience store with fuel filling station and canopy (hereinafter referred to as the “Project”); and,

WHEREAS, Coremark No. Plainfield, LLC, must make an application for a Treatment Works Approval (“TWA”) Permit from the New Jersey State Department of Environmental Protection for the Project (hereinafter referred to as the “Application”); and,

WHEREAS, the New Jersey Department of Environmental Protection requires a Statement of Consent from the municipality in which a project is located as part of the Treatment Works Approval Permit process; and,

WHEREAS, as the Project is located within the Borough of North Plainfield, the Borough must give its consent to obtain a Treatment Works Approval (TWA) Permit and the Project to go forward; and,

WHEREAS, as the Borough of North Plainfield will be the eventual owner of the proposed sanitary sewer main extension, as part of the Application, it must identify itself as the Applicant/Owner; and,

WHEREAS, the Borough of North Plainfield must name an agent in all matters pertaining to the Application; and,

WHEREAS, the Borough of North Plainfield believes it is in the best interest of the Borough to name Jeffrey A. Martell of Stonefield Engineering & Design, LLC, with offices located at 92 Park Avenue, Rutherford, New Jersey 07070, the design engineer on the Project, as its agent in all matters pertaining to the Application; and,

WHEREAS, as part of the Application, the Borough of North Plainfield must agree that the Project will be properly constructed and operated in accordance with the engineering plans, specifications and conditions under which approval is granted by the New Jersey State Department of Environmental Protection.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of North Plainfield that the Borough of North Plainfield hereby grants its consent to submit a Treatment Works Approval (TWA) Permit Application to the New Jersey State Department of Environmental Protection for the Project and hereby authorizes the Mayor to execute the Statement of Consent form identifying the Borough as the Applicant/Owner, naming Jeffrey A. Martell of Stonefield Engineering & Design, LLC as its agent in all matters pertaining to the Application, agreeing that the Project will be properly constructed and operated in accordance with the engineering plans, specifications and conditions under which approval is granted by the New Jersey State Department of Environmental Protection and any and all other necessary documents to complete the Application.

RESOLUTION NO. 02-13-18-05b WHEREAS, the Borough of North Plainfield desires to authorize the sale of various surplus equipment no longer in use by the Borough at public sale pursuant to *N.J.S.A.* 40A:11-36 to the highest bidder;

1. The Borough of North Plainfield hereby declares that the above-described surplus equipment is no longer needed for public use.

2. The Borough of North Plainfield, its officers and attorney are hereby authorized and directed to take any and all steps necessary to proceed with a public sale of said surplus equipment.

NOW, THEREFORE, BE IT RESOLVED, that the Police Department be and hereby is authorized and directed to sell said surplus equipment at a public auction to be held at Police Headquarters commencing April 7, 2018; and

BE IT FURTHER RESOLVED that any monies received as a result of said auction shall be paid into the general municipal treasury in accordance with the provisions of *N.J.S.A.* 40A:11-36; and

BE IT FURTHER RESOLVED that the Borough Clerk shall cause a notice of said auction, designating the time and place therefore, to be published in an official newspaper of the Borough not less than 10 days prior to the date of said public auction.

RESOLUTION NO. 02-13-18-05c SAFE AND SECURE COMMUNITIES PROGRAM

RESOLUTION OF PARTICIPATION AND ACCEPTANCE

A RESOLUTION TO ACCEPT FROM THE STATE OF NEW JERSEY FEDERAL GRANT PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY.

Whereas, the Borough of North Plainfield does accept funding of \$90,000 with a match of \$400,785 for an approximate project total cost of \$490,785 for a project under the State of New Jersey Safe and Secure Neighborhoods Grant Program, Subaward number: P-18-1814, with a subaward award period of March 1, 2018 to February 28, 2019, and

Whereas, the North Plainfield Borough Council does accept the grant Subaward funding for assisting with paying the base salary of police officers, and

Whereas, the project is a joint effort between the Department of Law and Public Safety and the Borough of North Plainfield for the purpose described in the application;

Therefore, be it resolved by the North Plainfield Borough Council that

1. As a matter of public policy, the Borough of North Plainfield wishes to accept grant funding to the fullest extent possible with the Department of Law and Public Safety.
2. The Attorney General will receive funds on behalf of the applicant.

3. The Division of Criminal Justice shall be responsible for the receipt and review of the application for said funds.

4. The Division of Criminal Justice shall initiate allocations to each applicant as authorized.

RESOLUTION NO. 02-13-18-05d AUTHORIZING AMENDMENT TO THE 2018 TEMPORARY BUDGET

WHEREAS, The Revised Statutes of New Jersey 40A:4-20 provides for the adoption of temporary appropriations in addition to temporary appropriations necessary for the period between the beginning of the current fiscal year and the date of the adoption of the Local Budget for the Year 2018;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Council of the Borough of North Plainfield, that the following amendments to the temporary appropriations be made in the amounts and for the purposes herein set forth for the period between January 1st, 2018 and the adoption of the Local Budget for the Borough of North Plainfield, County of Somerset and State of New Jersey for the fiscal Year 2018:

<u>A/C #</u>	<u>CURRENT FUND</u>	<u>Salaries & Wages</u>	<u>Other Expenses</u>
20-100	Department of Administration	\$ 47,000.00	\$ 3,587.50
20-110	Borough Council		1,000.00
20-120	Borough Clerk	32,000.00	8,250.00
20-130	Department of Finance	66,750.00	3,375.00
20-135	Annual Audit		9,750.00
20-145	Tax Collection		3,000.00
20-150	Division of Assessments	22,500.00	1,750.00
20-151	Tax Appeals		8,750.00
20-155	Department of Law		70,000.00
20-165	Engineering		12,500.00
20-175	Historical Commission	500.00	250.00
21-180	Planning Board	300.00	1,475.00
21-185	Board of Adjustments	250.00	1,625.00
22-195	Uniform Construction Code	43,750.00	8,250.00
23-210	Liability Insurance		300,000.00
23-220	Group Insurance		525,000.00
23-225	Unemployment Compensation		8,750.00
25-240	Police	1,492,750.00	15,500.00
25-241	Crossing Guards	42,700.00	0.00
25-252	Emergency Management	2,500.00	2,500.00
25-265	Fire Protection	850,500.00	15,000.00
25-266	Fire Hydrant		48,250.00
25-267	Uniform Fire Code	3,000.00	2,022.50
25-268	LOSAP		1,500.00
25-269	Emergency Medical Services		11,500.00

25-275	Borough Prosecutor	6,750.00	0.00
26-290	Street & Roads	245,000.00	112,250.00
26-310	Building & Grounds		22,500.00
26-315	Vehicle Maintenance		52,450.00
27-330	Health	57,500.00	33,750.00
27-340	Dog Regulation		12,500.00
28-370	Recreation	38,175.00	5,862.50
28-375	Maintenance of Parks		1,625.00
28-380	Shade Tree Advisory Board		2,500.00
30-415	Retirement Benefits		56,250.00

<u>A/C #</u>	<u>CURRENT FUND</u>	<u>Salaries & Wages</u>	<u>Other Expenses</u>
30-420	Celebration of Public Events		3,500.00
31-201	Contingent		2,500.00
31-430	Electricity		95,000.00
31-440	Telephone		19,000.00
31-445	Water		6,500.00
31-446	Natural Gas		15,000.00
31-460	Gasoline		45,000.00
31-461	Technology		25,000.00
31-462	Postage		9,000.00
31-471	Employees Retirement System		271,824.40
36-472	Social Security		98,750.00
36-474	Consolidated Police/Fire Retirement		0.00
36-475	Police/Fireman Retirement		1,698,620.63
41-899	Matching Funds for Grants		1,250.00
42-300	COAH Housing		1,250.00
42-305	Somerset County Recycling		50,000.00
42-405	Parking Meters	19,125.00	0.00
42-520	NJDEP Permit Fee		1,312.50
43-490	Municipal Court	79,250.00	5,650.00
43-495	Public Defender		1,000.00
62-405	Capital Equipment		16,950.00
	Totals	<u>\$3,050,300.00</u>	<u>\$3,730,380.03</u>

<u>A/C #</u>	<u>SEWER UTILITY FUND</u>	<u>Salaries & Wages</u>	<u>Other Expenses</u>
55-501	Sewer Operating	\$ 51,750.00	\$ 11,250.00
55-502	Plainfield Area Regional Sewer		457,500.00
55-541	Social Security		3,875.00
55-542	Unemployment Comp Insurance		250.00

Totals Sewer Utility \$ 51,750.00 472,875.00

RESOLUTION NO. 02-13-18-05e BE IT RESOLVED by the Council of the Borough of North Plainfield that the Tax Collector is hereby authorized and directed to create duplicate tax sale certificate(s) as follows:

Block 203 Lot 26 590 Mountainview Dr. Cert. #13-00303 issued 12-04-13

RESOLUTION NO. 02-13-18-05f WHEREAS, the following applicant has been issued an identification number by the New Jersey Legalized Games of Chance Control Commission, has applied for a bingo license for games to be held on March 25, 2017 and has submitted the required fees:

Plainfield Area Humane Society

ID No. 396-4-35840

WHEREAS, investigation has shown that said applicant meets the requirements for the issuance of bingo licenses;

NOW, THEREFORE, BE IT RESOLVED that the Clerk be and is hereby authorized to issue bingo licenses to the said applicants for games as listed on their application.

RESOLUTION NO. 02-13-18-05g BE IT RESOLVED by the Council of the Borough of North Plainfield that the attached bills of the accounts named and for the amounts stated, having been duly audited and found to be correct as of this 13th day of February, 2018 the same be paid; and that the Mayor and Chief Financial Officer are hereby authorized to sign and deliver warrants for the same.

RESOLUTION NO. 02-13-18-05h WHEREAS, the Borough of North Plainfield has duly executed a recycling plan for all recyclable materials as designated by the Somerset County Solid Waste Management Plan and amendments thereto; and,

WHEREAS, as part of said Plan, the Borough is desirous to retain the services of Somerset County for its recycling program and the County is equally desirous to provide such services; and,

WHEREAS, an Agreement between the County and the Borough has been created to provide said recycling services for calendar year 2018.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of North Plainfield, County of Somerset, State of New Jersey that the Borough of North Plainfield hereby agrees to enter into an Agreement with the County of Somerset for Somerset County to provide recycling services for calendar year 2018 to the Borough under the terms and conditions of said Agreement, which is attached. The Mayor and Borough Clerk are hereby authorized to execute said Agreement on behalf of the Borough.

RESOLUTION NO. 02-13-18-05i WHEREAS, various accounts within the Borough have credits from tax years prior to 2015; and,

WHEREAS, many of these credits are thought to be unidentifiable, erroneous or as a result of initial conversion; and,

WHEREAS, in an effort to improve the financial integrity of the Borough it is recommended that said credit amounts be transferred to surplus for any future claims.

BE IT RESOLVED, by the Council of the Borough of North Plainfield that the Tax Collector is hereby directed to transfer said credits totaling up to \$ 102,946.11 to surplus and the Chief Financial Officer is authorized to make the necessary corresponding entries.

COMMUNICATIONS:

<p>Somerset County Office of Public Information Somerville, NJ Richard K. Phoenix, RMC – Borough Clerk & Chief Operator, WPQJ970 – 1630-AM Radio NJ State League of Municipalities Trenton, NJ PSE&G Newark, NJ NJ Highlands Coalition Boonton, NJ Plainfield Area Humane Society Plainfield, NJ Plainfield Area Regional Sewerage Authority, Middlesex, NJ Frank D’Amore Sr. North Plainfield Dept. of Environmental Protection Trenton, NJ Green Brook Flood Control Commission Green Brook, NJ Somerset Co. Deputy Clerk Somerville, NJ Municipal Clerks’ Association of NJ Ocean Grove, NJ William Crosby, North Plainfield Friends of Vermeule Mansion North Plainfield Hon. Leonard Lance Westfield, NJ</p>	<p>Various Communications, Advisories and News Releases Calendar Updates and Advisories; Time-Sensitive Radio Scripts Newsletters & Advisories Newsletters and Hearing Notices Newsletters Invoice and Report Agenda and Minutes Property Maintenance Memo Event Announcement Innovation Exchange Webinar Primary Election Petition Requirements The Quill Newsletter Memorial – Jim Freeman Valentine’s Day Program Town Hall Appearance, Bridgewater, NJ</p>
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REQUESTS FOR AGENDA ITEMS:

Mr. Merrill requested an update on the parking issues in the area of Green Brook Park.

PUBLIC COMMENT: None.

COMMENTS BY MAYOR, ADMINISTRATOR AND COUNCIL MEMBERS:

Mr. Hollod reported on the recent workplace harassment training which all Borough employees attended. PSE&G continues to replace all utility poles along Greenbrook Road. The Mayor attended the Raymour & Flanigan grand opening and ribbon cutting ceremony this past weekend. He announced that the renovation process had begun on the main floor of the North Plainfield Memorial Library. Budget packets would be available soon as Patrick DeBlasio would be present at the next meeting for budget discussion.

Messrs. Singleterry and Merrill offered their condolences to the family of Jim Freeman, noting his volunteerism over the years. Ms. Miller echoed their sentiments. She then announced a Celebration of Black History to be held Sunday, February 25 at the North Plainfield High School auditorium from 4:00 p.m. to 7:00 p.m.

Motion to adjourn by Ms. Miller, seconded by Ms. Schaefer and carried unanimously.

Meeting adjourned at 8:10 p.m.

Borough Clerk

Council President