

DRAFT MINUTES

These are the Draft Minutes of the Agenda Conference of the North Plainfield Borough Council held on Monday, 25 October 2021. 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 Agenda Conference (virtual) of the Council of the Borough of North Plainfield held on Monday, **October 25, 2021** at 7:33 p.m. via Zoom.

PRESENT:

Council Members: Aimee Corzo
Suzette Given
Steven McIntyre
Everett Merrill
Keiona R. Miller
Wendy Schaefer
Frank "Skip" Stabile, Council President

Also Present: Lawrence La Ronde, Mayor
David Hollod, Business Administrator
Phil George, Esq., Associate Borough Attorney
Patrick DeBlasio, Chief Financial Officer
Kathleen Intravartolo, Treasurer, CTC, QPA
Richard K. Phoenix, RMC, Borough Clerk
Stephanie Sherwood, RMC, CMR, Deputy Clerk

Mr. Phoenix read the following Notice of Compliance:

"This virtual meeting is being held in compliance with N.J.S.A. 10:4-6 et seq. Adequate notice of this meeting was provided by transmitting notice to the official newspapers of the Borough, The Courier News, WKMB Radio, WJLP-TV, the Alternative Press and also to the Star Ledger on December 28, 2020 and by posting a copy of this notice on the bulletin boards in the Municipal Building and the Memorial Library reserved for such purpose."

The Pledge to the Flag was led by Vice President Merrill.

All then joined in a moment of silence for the Men and Women serving in our Armed Forces.

PUBLIC COMMENT:

Frank D'Amore, 40 Willow Avenue, reported on three separate OPRA requests of which he had not received responses. The first was a request for the Rental Certificate of Occupancy (RCO) for 31-33 Myrtle Avenue submitted on April 15, 2021; the second was a request for the RCO for 123 Sycamore Avenue submitted on June 22, 2021; the third was a request for the RCO for 158 Greenbrook Road submitted on July 6, 2021. Council President Stabile advised that the matter would be investigated.

NEW BUSINESS:

1. **2021 Best Practices Survey** – D.E.H. (Patrick DeBlasio to be present). Mr. Hollod reported that the Best Practices Survey is an annual State-mandated questionnaire. Mr. DeBlasio indicated that the Borough had scored twenty-one survey points, confirming our ability to consistently follow protocol and ultimately assuring we receive full State aid.

2. **2021 Audit** – D.E.H. (Patrick DeBlasio to be present). Mr. DeBlasio discussed the annual audit results which continue to confirm sound financial management. The Borough had been assessed two recommendations, the first for a purchase made without first being entered into the encumbrance system. Going forward, Mr. DeBlasio urged for the use of blanket purchase orders which secure funding. The second recommendation was that all disbursements be made by the Municipal Court to the appropriate agencies on a timely basis. Council President Stabile indicated his enthusiasm for the continued positive audit results.

3. **Ordinance Regulating the Paving of Streets after Utilities Work** – W.S. Ms. Schaefer indicated her support of an ordinance mandating the paving of streets from curb to curb and approximately twenty-five feet in either direction after the road has been opened up for utilities work. Mr. Hollod interjected that we have a similar policy in place which has been quite effective, most notably with PSE&G and NJ American Water. Council members favored moving forward with the ordinance. Mr. George added that several towns have adopted these types of ordinances. A moratorium would be placed on newly paved roads for five (5) years so that no routine work may be done, only emergency work.

OLD BUSINESS: None.

REPORTS OF BOARDS, COMMITTEES, COMMISSIONS:

Mr. Merrill reported on this special day which included a visit from President Biden to East End School accompanied by Governor Murphy, First Lady Tammy Murphy, Congressman Malinowski, Congressman Pallone, and Congressman Payne. President Biden and the others had the opportunity to witness the preschool program offered in the North Plainfield School District. The Council Vice President then recounted his conversation with the White House Deputy Press Secretary, who fondly reiterated that President Biden stated “What a beautiful town you have.” To further mark the occasion, East End Principal John Ferguson was presented with a Special Presidential Medallion in recognition of the very rare East End School free full-day pre-school.

The Council President exclaimed that, “today, we were a proud community.” Ms. Corzo thanked Vice President Merrill for the quality of his report. This was echoed by Mr. McIntyre.

Ms. Miller announced the Field of Screams Drive Thru at Ross Farm in Basking Ridge to be held October 29 and 30 from 7:00 p.m. to 9:00 p.m.

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

Meeting adjourned at 8:24 p.m.

Borough Clerk

Council President