

BOROUGH OF NORTH PLAINFIELD

AGENDA

REGULAR COUNCIL MEETING

North Plainfield Community Center
614 Greenbrook Road, North Plainfield, NJ

MONDAY, NOVEMBER 15, 2021

(following 7:30 p.m. Agenda Conference)

ROLL CALL:

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

NOTICE: An Executive Session on the topic of **Attorney/Client Privilege** is scheduled to be convened at the close of regular business of this meeting.

Statement of Compliance as to Notice of Meeting

APPROVAL OF COUNCIL MEETING MINUTES:

Agenda Conference and Regular Meeting of October 25, 2021

Roll Call

APPOINTMENTS BY MAYOR TO BOARDS, COMMITTEES AND COMMISSIONS NOT REQUIRING COUNCIL CONFIRMATION:

PARKS AND RECREATION COMMITTEE:

Nyga Canada

Unexpired three-year term

RESOLUTION:

Ms. Schaefer:

11-15-21-01 ORDINANCE NO. 21-15 AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT THE BOROUGH CODE OF THE BOROUGH OF NORTH PLAINFIELD, CHAPTER XI, PROPERTY MAINTENANCE CODE, MOST NOTABLY SECTION 11-13, TITLED "VACANT PROPERTY REGISTRATION"

Roll Call

Be read by its title by the Borough Clerk.

CONSENT AGENDA

Statement by Council President

RESOLUTION:

Ms. Given:

11-15-21-02 Approving Consent Agenda

Roll Call

CONSENT AGENDA RESOLUTIONS:

- a. Resolution Authorizing Professional Services Agreement with Mott MacDonald, LLC for Additional Services Related to the Somerset Streetscape Improvements Project
- b. Resolution Authorizing Solid Waste Services – Type 13 from Plainfield Municipal Utilities Authority
- c. Resolution Authorizing Solid Waste Services – Type 23 from Plainfield Municipal Utilities Authority
- d. Resolution Authorizing Solid Waste Services – Type 10 from Plainfield Municipal Utilities Authority
- e. Authorizing Tax Collector to Create Duplicate Tax Sale Certificates
- f. Resolution Authorizing the Acceptance of a Proposal from Grotto Engineering Associates, LLC Related to Jackson Avenue 2022 Capital Road Improvement Program
- g. Resolution Authorizing the Acceptance of a Proposal from Grotto Engineering Associates, LLC to Perform the Professional Services for the 2021 Stormwater Reporting, Outfall Inspection and Ordinance Updates
- h. Resolution Authorizing Professional Services Agreement with Grotto Engineering Associates, LLC for 2022 Municipal Engineering Services
- i. Resolution Authorizing Professional Services Proposal with Grotto Engineering Associates, LLC for 2022 Department of Public Works Management and Zoning Officer
- j. Resolution Providing for the Transfer of Surplus Funds
- k. Resolution Cancelling Grant Balances
- l. Authorizing 2022 – 2023 Municipal Alliance Grant Agreement
- m. Consolidated Bill List of November 15, 2021

REPORTS 2021:

POLICE: September Report

COMMUNICATIONS:

NJ State League of Municipalities Trenton, NJ	Newsletters & Advisories Proposed Membership Dues
County of Somerset, Somerville, NJ	Newsletters & Communications
Plainfield Area Humane Society Plainfield, NJ	Report and Invoicing
Plainfield Area Regional Sewerage Authority Middlesex, NJ	Minutes and Agenda
Somerset County Business Partnership Somerville, NJ	Events
General Code Rochester, NY	Invoicing;
EPA, Trenton, NJ	Electronic Supplement Complete
NJ Secretary of State, Trenton	PFAS Drinking Water Summit
NJ Dept. of Transportation, Trenton	General Election Toolkit
NJ American Water, Voorhees, NJ	Route 22 Maintenance Repairs
Dept. of Community Affairs, Trenton	Newsdrop
Dept. of State, Trenton	LEAP Grants
NJ Highlands Coalition, Boonton, NJ	Production Assistant Bootcamp
Morris Habitat for Humanity, Randolph, NJ	Northwest NJ Rivers Conference
	Help Those in Need

REQUESTS FOR AGENDA ITEMS

PUBLIC COMMENT

General public comments shall be limited to five minutes for each individual.
(Rule 29 of the Borough Council’s Rules of Order)

RESOLUTION:

Mr. McIntyre:

11-15-21-03 Convening Executive Session
(Attorney/Client Privilege)

Roll Call

COMMENTS BY MAYOR, ADMINISTRATOR AND COUNCIL MEMBERS

ADJOURNMENT

CONSENT AGENDA

November 15, 2021

RESOLUTION NOS. 11-15-21-02 a through m

RESOLUTION NO. 11-15-21-02

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

BE IT RESOLVED by the Council of the Borough of North Plainfield that resolutions numbered

11-15-21-02 a, b, c, d, e, f, g, h, i, j, k, l, m

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

Council President

Council Member

Introduced: November 15, 2021

Adopted: November 15, 2021

RESOLUTION NO. 11-15-21-02a

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE MAYOR AND
BOROUGH CLERK TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT
WITH MOTT MACDONALD, LLC FOR ADDITIONAL SERVICES RELATED TO
THE SOMERSET STREET STREETScape IMPROVEMENTS PROJECT**

WHEREAS, the Borough of North Plainfield was in need of professional engineering services to provide the design documents and services relative to bid support and construction observation and administration for the project known as the Somerset Street Streetscape Improvements Project (hereinafter referred to as the “Project”); and,

WHEREAS, the Borough received two (2) proposals in response to a Request for Proposals for such services for the Project; and,

WHEREAS, Mott MacDonald, LLC, with a principal place of business located at 3 Paragon Way, Freehold, New Jersey 07728, is in the business of providing professional engineering services and submitted the lowest proposal for the Project, dated August 4, 2020, as follows:

Item 1: Construction/Resident Engineer Services in an amount not to exceed Thirty-One Thousand Two Hundred and Fifty (\$31,250.00) Dollars; and,

Item 2: Resident Inspection Services in an amount not to exceed Thirty-Five Thousand Two Hundred and Fifty (\$35,250.00) Dollars.

For a Total Amount Not to Exceed Amount of: Sixty-Six Thousand Five Hundred (\$66,500.00) Dollars.

All of these fees for said services were contemplated and set forth in the afore-referenced proposal, a copy of said proposal continues to be maintained in the Office of the Borough Clerk and the contents of which are incorporated herein; and,

WHEREAS, on August 25, 2020, the Borough Council of the Borough of North Plainfield awarded said contract to Mott MacDonald, LLC for an amount not to exceed Sixty-Six Thousand Five Hundred (\$66,500.00) Dollars to perform all of those services contemplated in the afore-referenced proposal.

WHEREAS, Mott MacDonald made every effort to provide said services to the Borough in a cost effective manner while fulfilling its duty to protect the interests of the Borough during the course of the construction period; and,

WHEREAS, subsequent to the awarding of this Project, various extras and unanticipated work occurred that cause the original cost to be exceeded. Said extras include additional services required for contract administration and construction observation services. The unforeseen conditions are related to additional work requested by the Borough resulting in an additional fifty (50%) percent increase in man-hour inspections necessary to complete the Project.

WHEREAS, the additional work requested by the Borough further resulted in additional engineering costs relative to the coordination and inspections necessary to keep the project on track, including;

- i. Additional inspection and contract administration services related to storm sewer repairs at the intersection of Coddington Avenue, retrofitting existing storm sewer inlets at various locations to comply with NJDOT requirements and additional crosswalk striping at nine (9) locations.
- ii. Concrete testing services were enacted to maintain compliance with the Federal Highway Administration's Federal Aid Highway Program.
- iii. The northwest access ramp located at the intersection of Grandview Avenue and Somerset Street was deemed not in compliance with NJDOT Standard Construction Details per DOT inspection. In an effort to alleviate the reconstruction of this ramp, Mott MacDonald coordinated the completion of an NJDOT ADA Technically Infeasible Form. As a result of their efforts, it was determined that the ramp was able to remain as installed, avoiding additional costs/expenses related to repair/ replacement of the ramp.

WHEREAS, Mott MacDonald, LLC has submitted a budget amendment for all of the services above and related matters to this Project, dated October 22, 2021, in the amount of Nineteen Thousand Five Hundred (\$19,500.00) Dollars; and,

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 Council does hereby approve the budget amendment for an additional amount not to exceed Nineteen Thousand Five Hundred (\$19,500.00) Dollars to be paid to Mott MacDonald, LLC, 3 Paragon Way, Freehold, New Jersey 07728. Said additional funds are paid to satisfactorily reimburse Mott MacDonald, LLC for the additional services set forth in the letter requesting this budget amendment authored by Mott McDonald, LLC, including all remaining services necessary to complete the Project closeout as referenced therein.

BE IT FURTHER RESOLVED that the award of this budget amendment shall be subject to the Certification of the Borough's Chief Financial Officer as to the availability of funds for payment for same.

BE IT FURTHER RESOLVED that the award is made pursuant to and consistent with the Local Public Contracts Laws of the State of New Jersey.

Frank A. "Skip" Stabile
Council President

Council Member

Introduced: November 15, 2021
Adopted: November 15, 2021

CERTIFICATION

I, Richard, K. Phoenix, Borough Clerk of the Borough of North Plainfield, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Borough Council at a regular meeting of the Borough Council held on November 15, 2021.

Richard K. Phoenix, R.M.C.
Borough Clerk, Borough of North Plainfield

Date signed: _____

RESOLUTION NO. 11-15-21-02b

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE MAYOR
AND BOROUGH CLERK TO EXECUTE A RENEWAL OF A SHARED
SERVICES AGREEMENT WITH THE PLAINFIELD MUNICIPAL UTILITIES
AUTHORITY FOR THE DISPOSAL OF TYPE 13 SOLID WASTE FROM THE
BOROUGH OF NORTH PLAINFIELD**

WHEREAS, the Borough of North Plainfield is in need of a mode and manner by which it can dispose of its Type 13 Solid Waste; and,

WHEREAS, the Plainfield Municipal Utilities Authority is created pursuant to municipal ordinance and in accordance with the Municipal and County Utilities Authorities Law, N.J.S.A. 40:14B-1 et seq.; and,

WHEREAS, the Plainfield Municipal Utilities Authority is authorized to provide solid waste, recycling collection and disposal services, both within and outside of its solid waste district; and,

WHEREAS, the Borough of North Plainfield has previously entered into a Shared Services Agreement with the Plainfield Municipal Utilities Authority for the removal and disposal of its Type 13 solid waste from the Borough of North Plainfield (hereinafter referred to as the "Agreement"), said Agreement was originally entered into on January 1, 2013 and,

WHEREAS, prior extension of the agreement is scheduled to expire on January 1, 2022.

WHEREAS, the Borough of North Plainfield and the Plainfield Municipal Utilities Authority desire to renew said Agreement without change of the current terms and conditions for an additional term of one (1) year from January 1, 2022 to December 31, 2022 (hereinafter referred to as the "Renewal").

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 Council hereby authorizes the Mayor and the Borough Clerk, on behalf of the Borough, to sign and/or execute a Renewal of a Shared Services Agreement with the Plainfield Municipal Utilities Authority, for a period of one (1) year from January 1, 2022 through December 31, 2022, for removal and disposal of Type 13 solid waste from within the Borough of North Plainfield, which Agreement and Renewal are incorporated herein by reference as if same was fully set forth, without the need for any further action of this Borough Council.

By: _____
Frank A. "Skip" Stabile
Council President

Council Member

Introduced: November 15, 2021
Adopted: November 15, 2021

CERTIFICATION

I, Richard K. Phoenix, Borough Clerk of the Borough of North Plainfield, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the North Plainfield Borough Council at a regular meeting of the Borough Council held on November 15, 2021.

BOROUGH OF NORTH PLAINFIELD

By: _____
Richard K. Phoenix, R.M.C.
Borough Clerk

Date signed:

RESOLUTION NO. 11-15-21-02c

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE MAYOR
AND BOROUGH CLERK TO EXECUTE A RENEWAL OF A SHARED
SERVICES AGREEMENT WITH THE PLAINFIELD MUNICIPAL UTILITIES
AUTHORITY FOR THE DISPOSAL OF TYPE 23 SOLID WASTE FROM THE
BOROUGH OF NORTH PLAINFIELD**

WHEREAS, the Borough of North Plainfield is in need of a mode and manner by which it can dispose of its Type 23 Solid Waste; and,

WHEREAS, the Plainfield Municipal Utilities Authority is created pursuant to municipal ordinance and in accordance with the Municipal and County Utilities Authorities Law, N.J.S.A. 40:14B-1 et seq.; and,

WHEREAS, the Plainfield Municipal Utilities Authority is authorized to provide solid waste, recycling collection and disposal services, both within and outside of its solid waste district; and,

WHEREAS, the Borough of North Plainfield has previously entered into a Shared Services Agreement with the Plainfield Municipal Utilities Authority for the removal and disposal of its Type 23 solid waste from the Borough of North Plainfield (hereinafter referred to as the “Agreement”); said Agreement was originally entered into on January 1, 2013 and,

WHEREAS, prior extension of the Agreement is scheduled to expire on January 1, 2022.

WHEREAS, the Borough of North Plainfield and the Plainfield Municipal Utilities Authority desire to renew said Agreement without change of the current terms and conditions for an additional term of one (1) year from January 1, 2022 to December 31, 2022 (hereinafter referred to as the “Renewal”).

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 Council hereby authorizes the Mayor and the Borough Clerk, on behalf of the Borough, to sign and/or execute a Renewal of a Shared Services Agreement with the Plainfield Municipal Utilities Authority, for a period of one (1) year from January 1, 2022 through December 31, 2022, for removal and disposal of Type 23 solid waste from within the Borough of North Plainfield, which Agreement and Renewal is incorporated herein by reference as if same was fully set forth, without the need for any further action of this Borough Council.

By: _____
Frank A. "Skip" Stabile
Council President

Council Member

Introduced: November 15, 2021

Adopted: November 15, 2021

CERTIFICATION

I, Richard K. Phoenix, Borough Clerk of the Borough of North Plainfield, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the North Plainfield Borough Council at a regular meeting of the Borough Council held on November 15, 2021.

BOROUGH OF NORTH PLAINFIELD

By: _____
Richard K. Phoenix, R.M.C.
Borough Clerk

Date signed:

RESOLUTION NO. 11-15-21-02d

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE
MAYOR AND BOROUGH CLERK TO EXECUTE A RENEWAL OF A SHARED
SERVICES AGREEMENT WITH THE PLAINFIELD MUNICIPAL UTILITIES
AUTHORITY FOR THE DISPOSAL OF TYPE 10 SOLID WASTE FROM THE
BOROUGH OF NORTH PLAINFIELD**

WHEREAS, the Borough of North Plainfield is in need of a mode and manner by which it can dispose of its Type 10 Solid Waste; and,

WHEREAS, the Plainfield Municipal Utilities Authority is created pursuant to municipal ordinance and in accordance with the Municipal and County Utilities Authorities Law, N.J.S.A. 40:14B-1 et seq.; and,

WHEREAS, the Plainfield Municipal Utilities Authority is authorized to provide solid waste, recycling collection and disposal services, both within and outside of its solid waste district; and,

WHEREAS, the Borough of North Plainfield has previously entered into a Shared Services Agreement with the Plainfield Municipal Utilities Authority for the removal and disposal of its Type 10 solid waste from the Borough of North Plainfield (hereinafter referred to as the “Agreement”); said Agreement was originally entered into on March 26, 2013 and,

WHEREAS, prior extension of the Agreement is scheduled to expire on March 24, 2022.

WHEREAS, the Borough of North Plainfield and the Plainfield Municipal Utilities Authority desire to renew said Agreement without change of the current terms and conditions for an additional term of one (1) year for the period of March 25, 2022 to March 24, 2023 (hereinafter referred to as the “Renewal”).

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 Council hereby authorizes the Mayor and the Borough Clerk, on behalf of the Borough, to sign and/or execute a Renewal of a Shared Services Agreement with the Plainfield Municipal Utilities Authority, for a period of one (1) year from March 25, 2022 to March 24, 2023, for removal and disposal of Type 10 solid waste from within the Borough of North Plainfield, which Agreement and Renewal is incorporated herein by reference as if same was fully set forth, without the need for any further action of this Borough Council.

By: _____
Frank A. "Skip" Stabile
Council President

Council Member

Introduced: November 15, 2021

Adopted: November 15, 2021

CERTIFICATION

I, Richard K. Phoenix, Borough Clerk of the Borough of North Plainfield, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the North Plainfield Borough Council at a regular meeting of the Borough Council held on November 15, 2021.

BOROUGH OF NORTH PLAINFIELD

By: _____
Richard K. Phoenix, R.M.C.
Borough Clerk

Date signed:

RESOLUTION NO. 11-15-21-02e

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

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 30 Lot 15 148 Delacy Avenue # 07-00229 issued 12/18/07
#10-00028 issued 08/25/10

Council President

Council Member

Introduced: November 15, 2021
Adopted: November 15, 2021

RESOLUTION NO. 11-15-21-02f

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE MAYOR
AND BOROUGH CLERK TO ACCEPT A PROPOSAL OF AN AGGREGATE
AMOUNT NOT TO EXCEED NINETY-FIVE THOUSAND (\$95,000.00)
DOLLARS FROM GROTTO ENGINEERING ASSOCIATES, LLC RELATED
TO JACKSON AVENUE 2022 CAPITAL ROAD IMPROVEMENT PROGRAM**

WHEREAS, the Borough of North Plainfield is in need of certain improvements to roadways throughout the Borough as part of the Borough's 2022 Capital Road Improvement Program; and,

WHEREAS, the Borough of North Plainfield has received a proposal from Grotto Engineering Associates, LLC to provide professional services, including design documents for design documents for pavement, sidewalk, curb and drainage improvements to Jackson Avenue from Somerset Street to Sandford Avenue consisting of approximately two thousand three hundred fifty (2,350) feet of Road improvements; and,

WHEREAS, the Borough of North Plainfield has received a grant from NJDOT Local Aid in the amount of Four Hundred Forty-Two Thousand Five Hundred (\$442,500.00) Dollars; and,

WHEREAS, the scope of this project will include approximately two thousand three hundred fifty (2,350) linear feet of roadway; and,

WHEREAS, Grotto Engineering Associates, LLC will obtain field data in order that physical features of the topography of the roadway will be gathered (as required) to develop base mapping for performing their design. The Borough's tax maps will be used as needed to assist in establishing existing features such as pavement limits, driveways, utilities, etc., to ensure that the proposed improvements are accurately designed; and,

WHEREAS Grotto Engineering Associates, LLC will utilize their survey crew to obtain field data, locations, and elevations of all features within the project area, including drainage structures, pavement, sidewalks, driveways, utilities and other miscellaneous items. All survey information collected for base mapping will be compiled using AutoCAD and the latest Softdesk Software; and,

WHEREAS, upon base map completion, Grotto Engineering Associates, LLC will develop detailed design drawings, technical specifications, and bid documents to provide pavement, curb, sidewalk and drainage improvements along Summit Avenue. The specifications and construction plans will be compiled in the public bid format and follow the *NJDOT Standards for Road and Bridge Construction*, latest edition. Design drawings will be presented to the

Borough for review and comments prior to bidding. The plans, specifications, engineers' design certification and the construction cost estimated will be submitted to the NJDOT for approval prior to advertising. Grotto Engineering Associates, LLC will enter and update all required submission information into the NJDOT SAGE electronic grant system.

WHEREAS, Grotto Engineering Associates, LLC has submitted a proposal on the amount of Forty-Nine Thousand (\$49,000.00) Dollars for the aforementioned contract design services; and,

WHEREAS, upon completion of all of the services related to contract design services, Grotto Engineering Associates, LLC will further provide Bid Support, Construction Observation, Contract Administration and Testing services for an amount not to exceed Forty-Six Thousand (\$46,000.00) Dollars; and,

WHEREAS, the scope of services associated with Bid Support, Construction Observation, Contract Administration and Testing Services will include coordinating bid dates with the Borough and assistance through the entire bid process. Bid Packages will be sold by Grotto Engineering Associates, LLC from their Cranford Office which will review all bids and provide recommendation of award to the Borough; and,

WHEREAS, upon an award of both contracts by the Borough, Grotto Engineering Associates, LLC will prepare the contract documents and conduct a pre-construction meeting with the contractor, all appropriate Borough personnel and any affected utility companies. During the course of construction, Grotto Engineering Associates, LLC will provide construction observation and administration services to ensure that the contractor is performing all construction in full accordance with the project plans and specifications; and,

WHEREAS, Grotto Engineering Associates, LLC will review and approve all payment vouchers submitted by the contractor before they are presented for the Borough for payment. Prior to completion, Grotto Engineering Associates, LLC will provide the contractor with a detailed punch list of the items requiring repair and or correction; and,

WHEREAS, upon completion of the project, Grotto Engineering Associates, LLC will contract a subcontractor to provide the equipment and manpower necessary to retrieve representative bituminous concrete core samples in order to complete the testing procedures as required by the NJDOT Municipal Aid Program. These costs are to be included in the total proposed amount of this award, which shall not exceed Ninety-Five Thousand (\$95,000.00) Dollars; and,

WHEREAS, following the completion of the bituminous concrete testing and analysis, Grotto Engineering Associates, LLC will complete and submit the necessary NJDOT closeout documentation as required by the Agreement. This includes the final payment voucher for reimbursement to the Borough by the Trust Fund.

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 Council hereby

accepts the proposal submitted by Grotto Engineering Associates, LLC on October 29, 2021 as to Johnson Avenue in an amount not to exceed Forty Nine Thousand (\$49,000.00) Dollars for services related to Design Documents as well as an additional amount not to exceed Forty Six Thousand (\$46,000.00) Dollars for services related to Bid Support, Construction Observation, Contract Administration and Testing services for an aggregate amount not to exceed Ninety Five Thousand (\$95,000.00) Dollars; and,

BE IT FURTHER RESOLVED that the Borough Council hereby authorizes the Mayor and the Borough Clerk to sign and/or execute a contract and all other necessary documents to engage the services of Grotto Engineering Associates, LLC for the NJDOT 2022 Jackson Avenue Improvements from Somerset Street to Sandford Avenue; and,

BE IT FURTHER RESOLVED that the award of this contract shall be subject to the certification of the Borough's Chief Financial Officer as to the availability of funds for payment for same; and,

BE IT FURTHER RESOLVED that the award and the contract and its performance shall be consistent with all applicable laws, the Borough's bid documents and the bid proposal of Grotto Engineering Associates, LLC, dated October 29, 2021 for the Project known as the NJDOT 2022 Jackson Avenue Improvements Program.

Frank A. "Skip" Stabile
Council President

Council Member

Introduced: November 15, 2021
Adopted: November 15, 2021

CERTIFICATION

I, Richard K. Phoenix, Municipal Clerk of the Borough of North Plainfield, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Borough Council at a meeting of the Borough Council held on November 15, 2021.

Richard K. Phoenix, R.M.C.
Borough Clerk
Borough of North Plainfield

Date signed:

RESOLUTION NO. 11-15-21-02g

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE
MAYOR AND BOROUGH CLERK TO ACCEPT A PROPOSAL FROM
GROTTO ENGINEERING ASSOCIATES, LLC TO PERFORM THE
PROFESSIONAL SERVICES FOR THE 2021 STORMWATER
REPORTING, OUTFALL INSPECTION & ORDINANCE UPDATES**

WHEREAS, the Borough of North Plainfield is in need of assistance in reporting their compliance with the New Jersey Pollution Discharge Elimination System (NJPDES) Municipal Stormwater Regulation Program Tier A Stormwater General Permit requirements for 2021; and,

WHEREAS, the Borough of North Plainfield has received a proposal from Grotto Engineering Associates, LLC, dated October 29, 2021 to provide professional services relative to the 2021 Annual NJDEP Stormwater reporting and certification requirements; and,

WHEREAS, the Borough of North Plainfield has an obligation to submit an annual report and certification to the NJDEP pertaining to the Borough's progress on their Stormwater Pollution Prevention Plan (SPPP). This report must be submitted electronically to NJDEP by May 1, 2022 for the 2021 calendar year; and,

WHEREAS, Grotto Engineering Associates, LLC has submitted a proposal, dated October 29, 2021, to assist the Borough with the collection of information and preparation of this report. As part of this task, Grotto Engineering Associates, LLC will review required paperwork and recordkeeping logs. Due to the electronic submission requirement, the Borough will provide Grotto Engineering Associates, LLC with access to the municipal account through a personal identification number. In addition, Grotto Engineering Associates, LLC will work with the Borough to identify any program changes that need to be addressed in the coming year; and,

WHEREAS, the services associated with 2021 annual stormwater reporting will be charged on an hourly basis not exceed Six Thousand Two Hundred Fifty (\$6,250.00) Dollars; and,

WHEREAS, in addition, the NJDEP requires that all stormwater outfalls operated by the Borough to be inspected periodically in order to ascertain the condition of each outfall and whether or not scouring is a problem at any of the outfalls. The Borough operates eighty-six (86) Outfalls throughout the Borough. Data will be collected electronically as required by NJDEP. The inspections performed will be documented with a report and photos of each outfall where possible; and,

WHEREAS, the services associated with Stormwater Ordinance Updates on an hourly rate not to exceed a total amount of Seven Thousand Five Hundred (\$7,500.00) Dollars. Grotto

Engineering Associates, LLC will start on the west end of the Borough and perform an inspection of approximately fifteen (15) to twenty (20) outfalls (or as many as possible within the allowable budget maximum of Seven Thousand Five Hundred (\$7,500.00) Dollars).

WHEREAS, the NJDEP MS4 Stormwater Permit requires the Borough to have a system of oversight in place to ensure the adequate long-term operation and maintenance of stormwater facilities approved but not owned or operated by the Borough of North Plainfield. Grotto will review the existing stormwater ordinance and provide the recommended updated language changes required to effectuate the above requirement of the MS4 permit; and,

WHEREAS, the services performed related to stormwater Ordinance Updates will be billed at an hourly rate not to exceed a total amount of Two Thousand Five Hundred (\$2,500.00) Dollars for these services.

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 Council hereby accepts the proposal submitted by Grotto Engineering Associates, LLC to perform the professional services associated with the 2021 Annual NJDEP Stormwater reporting for an amount not to exceed Six Thousand Two Hundred Fifty (\$6,250.00) Dollars, Stormwater Outfall Inspections for an amount not to exceed Seven Thousand Five Hundred (\$7,500.00) Dollars and Stormwater Ordinance Updates for an amount not to exceed Two Thousand Five Hundred (\$2,500.00) Dollars for an aggregate total amount not to exceed Sixteen Thousand Two Hundred Fifty (\$16,250.00) Dollars; and,

BE IT FURTHER RESOLVED that the Borough Council hereby authorizes the Mayor and the Borough Clerk to sign and/or execute the proposals submitted by Grotto Engineering Associates LLC, dated October 29, 2021 pertaining to these services; and,

BE IT FURTHER RESOLVED that the award of this proposal shall be subject to the certification of the Borough's Chief Financial Officer as to the availability of funds for payment for same; and,

BE IT FURTHER RESOLVED that the award and the proposal and its performance shall be consistent with all applicable laws, the Borough's bid documents and the bid proposals of Grotto Engineering Associates, LLC, dated October 29, 2021, for the Services set forth herein.

Frank A. "Skip" Stabile
Council President

Council Member

Introduced: November 15, 2021
Adopted: November 15, 2021

CERTIFICATION

I, Richard K. Phoenix, Municipal Clerk of the Borough of North Plainfield, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Borough Council at a meeting of the Borough Council held on November 15, 2021.

Richard K. Phoenix, R.M.C.
Borough Clerk
Borough of North Plainfield

Date signed:

RESOLUTION NO. 11-15-21-02h

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE MAYOR AND
BOROUGH CLERK TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT
WITH GROTTO ENGINEERING ASSOCIATES, LLC FOR MUNICIPAL
ENGINEERING SERVICES FOR CALENDAR YEAR 2022 FOR
THE BOROUGH OF NORTH PLAINFIELD**

WHEREAS, the Borough of North Plainfield is in need of a professional engineer to provide certain general engineering services for the period between January 1, 2022 and December 31, 2023; and,

WHEREAS, Grotto Engineering Associates, LLC, with a principal place of business located at 340 North Avenue, Cranford, New Jersey 07016, is in the business of providing engineering services and has submitted a proposal for the 2022 Municipal Engineering Services for the Borough of North Plainfield, Somerset County, State of New Jersey, dated October 29, 2021, in the amount of One Thousand Seven Hundred Eighty-Five Dollars (\$1,785.00) per month (hereinafter referred to as the “Retainer”) for certain services and on an hourly basis for certain other non-retained services, all of which are contemplated and set forth in the afore-referenced proposal, a copy of said proposal being maintained in the Office of the Borough Clerk and the contents of which are incorporated herein; and,

WHEREAS, the Borough of North Plainfield is desirous of obtaining the engineering services of Grotto Engineering Associates, LLC to perform all of those services contemplated in the afore-referenced proposal.

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 Council does hereby authorize the Mayor and the Borough Clerk to sign and/or execute a Professional Services Agreement with Grotto Engineering Associates, LLC, 340 North Avenue, Cranford, New Jersey 07016, as contemplated in the afore-referenced proposal, without the need for any further action of this Borough Council.

BE IT FURTHER RESOLVED that the award of this Contract shall be subject to the Certification of the Borough’s Chief Financial Officer as to the availability of funds for payment for same.

BE IT FURTHER RESOLVED that the award is made pursuant to and consistent with the Local Public Contracts Laws of the State of New Jersey.

Frank A. "Skip" Stabile
Council President

Council Member

Introduced: November 15, 2021
Adopted: November 15, 2021

CERTIFICATION

I, Richard, K. Phoenix, Municipal Clerk of the Borough of North Plainfield, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Borough Council at a regular meeting of the Borough Council held on November 15, 2021.

Richard K. Phoenix, R.M.C.
Borough Clerk, Borough of North Plainfield

Date signed: _____

RESOLUTION NO. 11-15-21-02i

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

**RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE
MAYOR AND BOROUGH CLERK TO EXECUTE A PROFESSIONAL
SERVICES AGREEMENT WITH GROTTO ENGINEERING ASSOCIATES,
LLC FOR THE 2022 DEPARTMENT OF PUBLIC WORKS MANAGEMENT
AND TO ACT AS ZONING OFFICER FOR THE
BOROUGH OF NORTH PLAINFIELD**

WHEREAS, the Borough of North Plainfield is in need of certain professional services to provide management to the North Plainfield Department of Public Works, as well as act as the Zoning Officer for the Borough of North Plainfield for the calendar year 2022; and,

WHEREAS, the Borough of North Plainfield has received a proposal from Grotto Engineering Associates, LLC dated October 29, 2021, to provide professional services relative to the position of Manager of the Department of Public Works, as well as Zoning Officer for the Borough of North Plainfield for the calendar year 2022; and,

WHEREAS, the proposal submitted by Grotto Engineering Associates, LLC proposes that they perform the services associated with these positions on an hourly fee basis. Grotto will bill the Borough on a monthly basis for the number of hours expended, with ten (10%) percent reduction of their currently hourly rates as set forth herein; and,

WHEREAS, David J. Testa, P.E., C.M.E., C.P.W.M., of Grotto Engineering Associates, LLC will continue to perform and coordinate the services associated with the position of Manager of the Borough of North Plainfield's Public Works Department and Zoning Officer for the Borough of North Plainfield for the calendar year 2022; and,

WHEREAS, the services will include, but not be limited to, routine Public Works Management and Zoning Officer services as follows:

- A licensed Professional Engineer working up to two (2) days per week (up to sixteen (16) hours more or less as needed or requested). Services will be performed at Borough Hall and/or the Public Works Garage conducting Borough business and will also be available for meetings with administrative personnel and residents. The Parties will agree upon which exact days that they will perform these services.
- Direct and oversee street, sidewalk and sewer maintenance and construction programs.
- Handle complaints from the public received by telephone or in person or by electronic means.
- Advise the Business Administrator and Mayor of all Public Works activities and problems.

- Give general supervision to the repair and maintenance of all motorized equipment, including light and heavy duty trucks and all special equipment.
- Work with contracted professional engineers in designing and implementing projects, as assigned or requested by the Mayor, Business Administrator and/or other Borough officials.
- Perform all services as required related to zoning applications, review, denials, approvals, recommendations and general oversight pertaining to all zoning matters. Attend meeting where required.
- Telephone and E-mail consultation with municipal employees or representatives regarding various public works matters and issues that arise.

WHEREAS, reimbursable expenses including, but not limited to, mileage, Mylar copies, certified mailings, photographs, blueprints, and special deliveries are considered additional and will be invoiced at cost. In Borough mileage will be billed at fifty cents (\$0.50)/mile. Invoices will be submitted periodically but no more than monthly for services rendered; and,

WHEREAS, Grotto Engineering Associates, LLC has submitted schedule of hourly rates reflecting a ten (10%) percent reduction of their fees, as follows;

Principal: \$160.00/hr. less 10% = \$144.00/hr.

Licensed Professional Engineer/Planner/Surveyor: \$145/hr. less 10% = \$135.50/hr.

Staff Engineer: \$95/hr. less 10% = \$85.50/hr.

Senior Engineering Technician: \$95/hr. less 10% = \$85.50/hr.

Engineering /Survey Technician: \$80.00/hr. less 10% = \$72.00/hr.

Field Inspector: \$80.00/hr. less 10% = \$72.00/hr.

Junior Engineer Technician: \$65.00/hr. less 10% = \$58.50/hr.

Clerical: \$50.00/hr. less 10% = \$45.00/hr.

Reimbursable items: at cost

In Borough mileage: \$0.50/mile

Note: Schedule of Hourly Rates is subject to an annual adjustment in January of each year of this Agreement upon mutual written consent of the Parties.

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 Council hereby accepts the proposal submitted by Grotto Engineering Associates LLC to perform the professional

services associated with the positions of Manager of the Department of Public Works and Zoning Officer for the Borough of North Plainfield for the calendar year 2022; and,

BE IT FURTHER RESOLVED that the Borough Council hereby authorizes the Mayor and the Borough Clerk to sign and/or execute any and all contracts to memorialize the proposal submitted by Grotto Engineering Associates, LLC, for the position of Manager of the Department of Public Works and Zoning Officer for the Borough of North Plainfield for the calendar year 2022; and,

BE IT FURTHER RESOLVED that the award of this proposal shall be subject to the certification of the Borough's Chief Financial Officer as to the availability of funds for payment for same; and,

BE IT FURTHER RESOLVED that the award and the proposal and its performance shall be consistent with all applicable laws, and the bid proposal of Grotto Engineering Associates, LLC, dated October 29, 2021, for the duties associated with the Manager of the Department of Public Works and Zoning Officer for the Borough of North Plainfield for the calendar year 2022.

Frank A. "Skip" Stabile
Council President

Council Member

Introduced: November 15, 2021
Adopted: November 15, 2021

CERTIFICATION

I, Richard K. Phoenix, Municipal Clerk of the Borough of North Plainfield, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Borough Council at a meeting of the Borough Council held on November 15, 2021.

Richard K. Phoenix, R.M.C.
Borough Clerk
Borough of North Plainfield

Date signed:

RESOLUTION NO. 11-15-21-02j

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

PROVIDING FOR THE TRANSFER OF SURPLUS FUNDS

WHEREAS, N.J.S. 40A:4-58 provides for the transfer of surplus funds from one account to the other during the last two months of the calendar year:

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of North Plainfield that transfers be made in the Boroughs' 2021 budget appropriations in accordance with the following schedule:

BE IT FURTHER RESOLVED that this Resolution shall take effect upon adoption.

<u>A/C #</u>	<u>NAME</u>	<u>FROM</u>	<u>TO</u>
<u>CURRENT FUND</u>			
23-220-200	Group Insurance	\$40,500.00	
21-180-100	Planning-S&W		\$ 500.00
26-310-200	Building & Grounds-OE		25,000.00
26-315-221	Vehicle Repair-Police		15,000.00
25-265-100	Fire-S&W	12,000.00	
25-315-222	Vehicle Repair-Fire	<u> </u>	<u>12,000.00</u>
Totals		<u>\$52,500.00</u>	<u>\$52,500.00</u>

Council President

Council Member

Introduced: November 15, 2021

Adopted: November 15, 2021

RESOLUTION NO. 11-15-21-02k

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

RESOLUTION CANCELLING GRANT BALANCES

WHEREAS, the following grant receivable balances and grant appropriation balances have been appropriated in the 2021 budget by resolution no: 07-12-21-08d, and

WHEREAS, it is necessary to formally cancel the receivable balance and the offsetting appropriation reserve balance from the balance sheet until the 2022 budget year.

NOW, THEREFORE, BE IT RESOLVED that the grant receivable and appropriation reserve balances be cancelled:

<u>Grant Title:</u>	<u>Grant Receivable</u>	<u>Grant Appropriation Reserve</u>
American Rescue Plan	\$1,114,144.43	\$1,114,144.43

Council President

Council Member

Introduced: November 15, 2021

Adopted: November 15, 2021

FORM 1B

RESOLUTION NO. 11-15-21-02I

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

Governor's Council on Alcoholism and Drug Abuse

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Borough Council of the Borough of North Plainfield, County of Somerset, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Borough Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Somerset;

NOW, THEREFORE, BE IT RESOLVED by the Borough of North Plainfield, County of Somerset, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the North Plainfield Municipal Alliance grant for fiscal year 2022 - 2023 in the amount of:
DEDR \$ 7,879.99
Cash Match \$ 1,970.00
In-Kind \$ 5,909.99
2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.
3. The Borough Council accepts subsequent award of this grant.

Council President

Council Member

APPROVED: _____
Mayor Lawrence La Ronde

CERTIFICATION

I, Richard K. Phoenix, Municipal Clerk of the Borough of North Plainfield, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Borough Council of the Borough of North Plainfield on this 15th of November, 2021.

Richard K. Phoenix, Municipal Clerk

RESOLUTION NO. 11-15-21-02m

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
STATE OF NEW JERSEY**

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 15th day of November, 2021 the same be paid; and that the Mayor and Chief Financial Officer are hereby authorized to sign and deliver warrants for the same.

Council President

Council Member

Introduced: November 15, 2021
Adopted: November 15, 2021