

MINUTES of the Regular Meeting of the Council of the Borough of North Plainfield held on Tuesday, **February 14, 2023** at 9:12 p.m. via Zoom.

PRESENT:

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

Also Present: Lawrence La Ronde, Mayor
David E. Hollod, Business Administrator
Eric M. Bernstein, Borough Attorney
Brian Hak, Esq., Associate Borough Attorney
Michele Irby-Garry, CMR, Acting Borough Clerk

Council President Stabile read the following Notice of Compliance:

“This 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 12, 2022 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 Council President also announced that the governing body would convene in Executive Session at the conclusion of the Regular Meeting agenda for purposes of Attorney/Client Privilege and discussions on affordable housing.

APPROVAL OF COUNCIL MEETING MINUTES:

The Acting Clerk had submitted copies of the minutes of the Regular Meeting of January 9, 2023.

The Council President called for a roll call on the minutes: All in favor.

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

RESOLUTION NO. 02-14-23-01 BE IT RESOLVED by the Borough Council of North Plainfield that an Ordinance numbered 23-03 be read by its title by the Borough Clerk and be passed on its first reading and advertised as required by statute, fixing February 27, 2023 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 or Zoom as the place for hearing and final adoption.

Seconded by Ms. Corzo and on roll call carried all seven voting aye.

The Acting Clerk read the ordinance by its title:

ORDINANCE NO. 23-03 AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 7A OF THE BOROUGH CODE, ENTITLED "TRAFFIC SCHEDULES", MOST NOTABLY SECTION 7A-21, ENTITLED "SECTION 7A-21 SCHEDULE XXI ON-STREET HANDICAPPED PARKING."

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

RESOLUTION NO. 02-14-23-02 BE IT RESOLVED by the Borough Council of North Plainfield that an Ordinance numbered 23-04 be read by its title by the Borough Clerk and be passed on its first reading and advertised as required by statute, fixing February 27, 2023 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 or Zoom as the place for hearing and final adoption.

Seconded by Ms. Corzo and on roll call carried all seven voting aye.

The Acting Clerk read the ordinance by its title:

ORDINANCE NO. 23-04 AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 7 OF THE BOROUGH CODE, ENTITLED "TRAFFIC", MOST NOTABLY BY ADDING A NEW § 7-21, ENTITLED "PERMIT PARKING" AND MORE SPECIFICALLY BY AMENDING, SUPPLEMENTING AND REVISNG § 7A, ENTITLED "TRAFFIC SCHEDULES," BY ADDING A NEW § 7A-29, ENTITLED "PERMIT PARKING."

CONSENT AGENDA

Council President Stabile 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. 02-14-23-03 BE IT RESOLVED by the Council of the Borough of North Plainfield that resolutions numbered

02-14-23-03a, b, c, d, e, f

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 seven voting aye.

APPROVED CONSENT AGENDA RESOLUTIONS:

RESOLUTION NO. 02-14-23-03a WHEREAS, the following organization has been issued identification number 352-5-27290 by the New Jersey Legalized Games of Chance Control Commission and has submitted applications to conduct raffles; and

WHEREAS, investigation has shown that this organization meets the requirements for the issuance of raffles licenses;

NOW, THEREFORE, BE IT RESOLVED that the Acting Clerk be and is hereby authorized to issue a raffles license to the following:

West End School PTA
447 Greenbrook Road, North Plainfield
On-premises merchandise draw raffle – RL # 2301
March 18, 2023, 2:00 – 9:00 p.m.

RESOLUTION NO. 02-14-23-03b BE IT RESOLVED, by the Council of the Borough of North Plainfield, County of Somerset, State of New Jersey that the Treasurer is hereby authorized to refund the following:

Refund of Dumpster Bond:

Galo W. Saltos \$ 200.00
70 Pearl Street
North Plainfield, New Jersey 07060

Re: 86 Brook Avenue

RESOLUTION NO. 02-14-23-03c AUTHORIZING AMENDMENT TO THE 2023 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 2023;

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, 2023 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 2023:

Salaries Other

<u>A/C #</u>	<u>CURRENT FUND</u>	<u>& Wages</u>	<u>Expenses</u>
20-100	Department of Administration	\$ 62,750.00	\$ 3,175.00
20-110	Borough Council	12,000.00	1,000.00
20-120	Borough Clerk	36,750.00	6,375.00
20-130	Department of Finance	78,000.00	3,500.00
20-135	Annual Audit		10,500.00
20-145	Tax Collection		3,250.00
20-150	Division of Assessments	26,250.00	1,600.00
20-151	Tax Appeals		7,500.00
20-155	Department of Law		76,250.00
20-165	Engineering		12,500.00
20-175	Historical Commission	775.00	250.00
21-180	Planning Board	375.00	1,250.00
21-185	Board of Adjustments	375.00	1,500.00
22-195	Uniform Construction Code	52,250.00	2,500.00
23-210	Liability Insurance		500,000.00
23-220	Group Insurance		1,000,000.00
23-225	Unemployment Compensation		5,000.00
25-240	Police	1,000,000.00	5,000.00
25-241	Crossing Guards	44,750.00	0.00
25-252	Emergency Management	6,125.00	4,000.00
25-265	Fire Protection	1,017,000.00	16,125.00
25-266	Fire Hydrant		50,201.50
25-267	Uniform Fire Code	3,000.00	4,628.50
25-268	LOSAP		750.00
25-269	Emergency Medical Services		9,750.00
25-275	Borough Prosecutor	7,000.00	0.00
26-290	Street & Roads	302,875.00	116,250.00

<u>A/C #</u>	<u>CURRENT FUND</u>	<u>Salaries & Wages</u>	<u>Other Expenses</u>
26-310	Building & Grounds		26,000.00
26-315	Vehicle Maintenance		69,153.50
27-330	Health	43,750.00	35,500.00
27-340	Dog Regulation		15,000.00
28-370	Recreation	61,675.00	7,925.00
28-375	Maintenance of Parks		1,625.00
28-380	Shade Tree Advisory Board		2,000.00
30-415	Retirement Benefits		75,000.00
30-420	Celebration of Public Events		3,750.00
31-201	Contingent		2,500.00

31-430	Electricity		93,750.00
31-440	Telephone		20,000.00
31-445	Water		7,250.00
31-446	Natural Gas		20,000.00
31-460	Gasoline		45,000.00
31-461	Technology		10,000.00
31-462	Postage		10,000.00
31-471	Employees Retirement System		394,291.00
36-472	Social Security		117,500.00
36-475	Police/Fireman Retirement		2,699,025.00
41-899	Matching Funds for Grants		1,250.00
42-300	COAH Housing		2,500.00
42-305	Somerset County Recycling		50,000.00
42-306	SLEO-S&W		55,500.00
42-405	Parking Meters	21,622.00	0.00
42-520	NJDEP Permit Fee		1,312.50
43-490	Municipal Court	85,000.00	5,400.00
43-495	Public Defender		1,000.00
62-405	Capital Equipment		17,650.00
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	Totals	\$2,862,322.00	\$5,632,737.00

45-920	Payment of Bond Principle	\$	\$	0.00
45-925	Note Principle			0.00
45-930	Interest on Bonds			0.00
45-926	Lease Payments	0.00		69,635.64
				<hr/>
	Totals	\$	\$	0.00
				69,635.64

<u>A/C #</u>	<u>SEWER UTILITY FUND</u>	<u>Salaries & Wages</u>	<u>Other Expenses</u>
55-501	Sewer Operating	\$ 51,250.00	\$ 22,500.00
55-502	Plainfield Area Regional Sewer		500,000.00
55-541	Social Security		4,250.00
55-542	Unemployment Comp Insurance		250.00
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	Totals Sewer Utility	\$ 51,250.00	\$ 527,000.00

55-520	Payment of Bond Principal		\$	0.00
55-522	Interest on Bonds	0.00		0.00

55-523 Principal/Interest-Notes	_____	_____	0.00
Totals	\$	<u>00.00</u>	\$ <u>0.00</u>

RESOLUTION NO. 02-14-23-03d RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE MAYOR AND BOROUGH CLERK TO ACCEPT A PROPOSAL FROM GROTTO ENGINEERING ASSOCIATES, L.L.C., RELATED TO PROFESSIONAL ENGINEERING WORK ON AN HOURLY BASIS FOR MILLING, RESURFACING AND MISCELLANEOUS IMPROVMENTS TO CERTAIN MUNICIPAL PARKING LOTS IN AN AGGREGATE AMOUNT NOT TO EXCEED THIRTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS AND NO CENTS (\$37,500.00) AND EXECUTE ALL DOCUMENTS TO EFFECTUATE SAME

WHEREAS, the Borough of North Plainfield is in need of certain improvements to its municipal parking lots in the Borough, including milling, repaving and miscellaneous repairs to the Community Center driveway, the municipal parking lot off Clinton Avenue, the Police vehicle parking lot behind Borough Hall, the employee and metered parking lot on Somerset Street across from Borough Hall and the metered parking lot on Craig Place (the “Project”), as part of the Borough’s improvement of its municipal parking lots; and,

WHEREAS, the Borough of North Plainfield has received a proposal from Grotto Engineering Associates, L.L.C., dated January 23, 2023 to provide professional services for the Project, including gathering field data for layout and dimensions, bid design documents and bid support, construction observation and contract administration for an hourly fee not to exceed a certain amount; and,

WHEREAS, upon completing the field observations, Grotto Engineering Associates, L.L.C. will develop mapping, detailed design drawings, technical specifications, and bid documents to provide milling, repaving and miscellaneous repairs for the Project at the identified Borough locations through the field observations. The specifications and construction plans will be compiled in the public bid format and developed using AutoCAD. Design drawings will be presented to the Borough for review and comments prior to bidding. Bid Packages will be sold by Grotto Engineering Associates, L.L.C. from their Cranford office; they will then review all bids and provide recommendation of an award to the Borough; and,

WHEREAS, Grotto Engineering Associates, L.L.C. has submitted a proposal in the amount of an hourly fee not to exceed Seventeen Thousand Five Hundred Dollars and No Cents (\$17,500.00) for the aforementioned bid design documents and an amount as an hourly fee not to exceed Twenty Thousand Dollars and No Cents (\$20,000.00) for the aforementioned bid support, contract administration, construction observation services and testing, for an aggregate price not to exceed Thirty Seven Thousand Five Hundred Dollars and No Cents (\$37,500.00); and,

WHEREAS, upon an award of contract(s) by the Borough, Grotto Engineering Associates, L.L.C. 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, L.L.C. will provide construction observation and administration services to ensure that the selected contractor is performing all construction in full accordance with the project plans and specifications; and,

WHEREAS, Grotto Engineering Associates, L.L.C. 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, L.L.C. will also provide the contractor with a detailed punch list of the items requiring repair and/or corrections.

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, L.L.C. dated January 23, 2023, as to certain improvements to certain municipal parking lots in the Borough for an hourly fee not to exceed the amount of Seventeen Thousand Five Hundred Dollars and No Cents (\$17,500.00) for the aforementioned bid design documents and for an hourly fee for bid support as per the aforementioned proposal in a total amount not to exceed Twenty Thousand Dollars and No Cents (\$20,000.00) for the aforementioned bid support, contract administration, construction observation services and testing, with a total aggregate price for all services not to exceed Thirty Thousand Five Hundred Dollars and No Cents (\$37,500.00); and,

BE IT FURTHER RESOLVED that the Borough Council hereby authorizes the Mayor and the Acting Borough Clerk to sign and/or execute a contract and all other necessary documents to engage the services of Grotto Engineering Associates, L.L.C., this Project; 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 (where applicable) and the bid proposal of Grotto Engineering Associates, L.L.C., dated January 23, 2023.

RESOLUTION NO. 02-14-23-03e RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE MAYOR AND BOROUGH CLERK OR DESIGNEE TO EXECUTE AN AGREEMENT WITH THE PLAINFIELD AREA HUMANE SOCIETY FOR THE PROVISION OF ANIMAL CONTROL SERVICES.

WHEREAS, the Borough of North Plainfield wishes to address the need for animal control services, collection of rabies suspected animals, the operation of an animal shelter and related matters; and,

WHEREAS, the Plainfield Area Humane Society (PAHS) has proposed to provide all of these services to the Borough of North Plainfield for calendar year 2023 and submitted a proposed Agreement for same, a copy of which is on file in the office of the Borough Clerk, for animal control services in the amount of Five Thousand Three Hundred Fifteen Dollars and Seventy Nine Cents per month (\$5,315.79) plus other expenses as per the Agreement for calendar year 2023; and,

WHEREAS, the Borough Council of the Borough of North Plainfield is desirous of entering into said Agreement with the Plainfield Area Humane Society for the aforesaid animal control services and other items as set forth in the Agreement between 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 authorizes the Mayor and the Acting Borough Clerk or their designee to sign and/or execute any and all contracts to memorialize the Agreement proposed by the Plainfield Area Humane Society for animal control services in the amount of Five Thousand Three Hundred and Fifteen Dollars and Seventy Nine Cents per month (\$5,315.79) plus other expenses as per the Agreement for calendar year 2023; and,

BE IT FURTHER RESOLVED that the Borough Council reserves the right to extend said Agreement for up to an additional two (2) years by further Resolution, as per the terms of said Agreement. A copy of said Agreement shall remain on file with the Office of the Borough Clerk; and,

BE IT FURTHER RESOLVED that the Borough Council hereby authorizes the Mayor and the Acting Borough Clerk or their designee to sign and/or execute any and all contracts to memorialize the proposal and Agreement submitted by the Plainfield Area Humane Society for animal control services for the Borough of North Plainfield in calendar year 2023; 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.

RESOLUTION NO. 02-14-23-03f RESOLUTION TO ESTABLISH SALARIES AND WAGES FOR THE YEAR 2023 FOR EMPLOYEES NOT COVERED BY THE TERMS AND CONDITIONS OF A COLLECTIVE BARGAINING AGREEMENT

WHEREAS, certain employees of the Borough of North Plainfield are not covered by the terms and conditions of a collective bargaining agreement and thus need to have their compensation established for calendar year 2023;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of North Plainfield, County of Somerset, State of New Jersey, that the following titles will receive the following compensation for calendar year 2023 as follows:

TITLE	
Court Administrator	\$ 97,523
Tax Collector	\$ 19,776
Treasurer/QPA/Deputy CFO	\$ 17,924

RESOLUTION NO. 02-14-23-03g 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 14th day of February, 2023 the same be paid; and that

the Mayor and Chief Financial Officer are hereby authorized to sign and deliver warrants for the same.

Mr. Bernstein called for a motion to carry Resolution No. 02-14-23-04 to the portion of the meeting following comments by Mayor, Administrator and Council members. Ms. Schaefer made the motion, seconded by Mr. McIntyre and it carried unanimously.

REQUESTS FOR AGENDA ITEMS:

Mr. Merrill requested an update on the food bank and an update from Deputy Chief Beattie on the Exempt Firemen's Association Hall. Council President Stabile favored an update on the food bank in late spring and an update from Deputy Chief Beattie possibly in March.

PUBLIC COMMENTS:

Francine Gargano, 57 Willow Avenue, North Plainfield, shared her knowledge of the historic ordinance, indicating that the requirement to send the ordinance by certified mail to the seller and the real estate agent would alleviate uncertainty that the property was located in the historic district. Reporting that Watchung had used their disabled residents' housing towards their affordable housing obligations, the speaker urged the Borough to look into doing the same.

Josh Gargano, 57 Willow Avenue, North Plainfield, explained that as a disabled resident he favored zoom meetings which allowed him to attend from home. Responding to the speaker, Council President Stabile explained that virtual meetings are held in the event of inclement weather or when a Council member is out-of-state.

COMMENTS BY MAYOR, ADMINISTRATOR AND COUNCIL MEMBERS:

Ms. Miller encouraged everyone to celebrate Black History Month and advised of a small celebration to be held Sunday, February 26, 2023 at 4:00 p.m. at the high school.

Ms. Schaefer commented on a presentation at the recent Somerset County Governing Official's dinner meeting which detailed a county-wide contest for municipalities to collect food donations. The speaker had collected approximately one million pounds of food. She spoke in favor of Somerset County implementing a similar contest.

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

RESOLUTION NO. 02-14-23-04 BE IT RESOLVED by the Council of the Borough of North Plainfield that prior to the adjournment of this meeting it shall convene in executive session from which the public will be excluded for the purpose of discussion on:

Attorney/Client Privilege – Affordable Housing

Exclusion of the public for this purpose is specifically permitted by N.J.S.A. 10:4-6 et seq. The contents of this discussion will not be disclosed until such time as the disclosure of same will not

adversely affect the public interest and upon resolution of the Council. Formal action may be taken following end of executive session.

Seconded by Mr. McIntyre and on roll call carried unanimously. Executive Session convened at 9:44 p.m.

EXECUTIVE SESSION

Motion to come out of Executive Session by Ms. Miller, seconded by Ms. Schaefer and carried unanimously.

Council President Stabile reconvened the meeting at 9:57 p.m. with all seven council members present.

Mr. Bernstein indicated that all seven council members were present as well as the Mayor, Administrator, Acting Borough Clerk, IT Consultant, Borough Attorney and Assistant Borough Attorney. Discussion was held relative to the on-going issues involving the Villa Maria redevelopment affordable housing site. Information was provided to the governing body with no formal action necessary.

Motion to adjourn by Ms. Corzo, seconded by Ms. Schaefer and on voice vote carried unanimously.

Meeting adjourned at 9:59 p.m.

Acting Borough Clerk

Council President