

**MINUTES** of the Regular Meeting of the Council of the Borough of North Plainfield held on Monday, **April 8, 2024** at 9:35 p.m. via Zoom.

**PRESENT:**

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

Also Present:                 Lawrence La Ronde, Mayor  
                                      Phil George, Esq., Associate Borough Attorney  
                                      Michele Irby-Garry, Acting Borough Clerk

Ms. Garry 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, the Alternative Press and also to the Star Ledger on December 11, 2023 and by posting a copy of this notice on the bulletin boards in the Municipal Building and the Memorial Library reserved for such purpose.”

**APPROVAL OF COUNCIL MEETING MINUTES:**

The Council President called for a roll call on the Regular Meeting minutes of March 25, 2024:

Aye: Corzo, McIntyre, Miller, Schaefer, Stabile  
Abstain: Merrill

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

**RESOLUTION NO. 04-08-24-01** BE IT RESOLVED by the Borough Council of North Plainfield that an Ordinance numbered 24-07 be read by its title by the Borough Clerk and be passed on its first reading and advertised as required by statute, fixing April 22, 2024 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. Schaefer and on roll call carried unanimously.

The Acting Clerk read the ordinance by its title:

**ORDINANCE NO. 24-07** AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT ARTICLE I OF THE ADMINISTRATIVE CODE OF THE BOROUGH CODE, ENTITLED “ADMINISTRATIVE CODE”, MORE SPECIFICALLY CHAPTER 2-6, ENTITLED “DEPARTMENT OF ADMINISTRATION,” AND MORE PARTICULARLY § 2-6.5, ENTITLED “ESTABLISHMENT OF PARKS AND RECREATION COMMITTEE,”

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

**RESOLUTION NO. 04-08-24-02** BE IT RESOLVED by the Borough Council of North Plainfield that an Ordinance numbered 24-08 be read by its title by the Borough Clerk and be passed on its first reading and advertised as required by statute, fixing April 22, 2024 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. Schaefer and on roll call carried unanimously.

The Acting Clerk read the ordinance by its title:

**ORDINANCE NO. 24-08** AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 7A OF THE BOROUGH CODE, ENTITLED “TRAFFIC SCHEDULES”, MORE SPECIFICALLY CHAPTER 7A-2, ENTITLED “SCHEDULE II, NO PARKING.”

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

**RESOLUTION NO. 04-08-24-03** BE IT RESOLVED by the Borough Council of North Plainfield that an Ordinance numbered 24-09 be read by its title by the Borough Clerk and be passed on its first reading and advertised as required by statute, fixing April 22, 2024 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. Schaefer and on roll call carried unanimously.

The Acting Clerk read the ordinance by its title:

**ORDINANCE NO. 24-09** AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 7 OF THE BOROUGH CODE, ENTITLED “TRAFFIC”, AND MORE SPECIFICALLY § 7-3, ENTITLED “PROHIBITED PARKING”, AND MORE PARTICULARLY § 7-3.8, ENTITLED “PARKING OF VEHICLES ON FRONT YARDS”.

### **CONSENT AGENDA**

The Council President 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. Schaefer requested that items “a” and “b” be removed for separate votes.

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

**RESOLUTION NO. 04-08-24-04** BE IT RESOLVED by the Council of the Borough of North Plainfield that resolutions numbered

04-08-24-04 c, d, e

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

Seconded by Mr. McIntyre and on roll call carried unanimously.

**APPROVED CONSENT AGENDA RESOLUTIONS:**

**RESOLUTION NO. 04-08-24-04c** RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE MAYOR AND ACTING BOROUGH CLERK TO EXECUTE AN AGREEMENT WITH CTS GROUP ARCHITECTURE/PLANNING, PA FOR EXTERIOR SIDING AND IMPROVEMENTS AT THE VERMEULE COMMUNITY CENTER FOR THE BOROUGH OF NORTH PLAINFIELD

WHEREAS, the Borough of North Plainfield is in need of certain renovations and improvements at the Vermeule Community Center for exterior siding and improvements (hereinafter referred to as the “Project”); and,

WHEREAS, CTS Group Architecture/Planning PA, whose principal place of business is located at 17 Commerce Street, Chatham, New Jersey 07928, is in the business of providing architectural and interior design services and previously submitted a proposal for the Project to the Borough of North Plainfield dated March 19, 2024, a copy of which is on file in the office of the Acting Borough Clerk and made a part hereof (hereinafter referred to as the “Proposal”) for the following work:

(1) Site and Project Investigation at a lump sum amount of One Thousand Eight Hundred Dollars (\$1,800.00);

(2) Contract Design Documents and Contract Services at a lump sum of Seven Thousand Six Hundred Fifty Dollars (\$7,650.00);

(3) Bidding Assistance Services at a lump sum amount of Nine Hundred Seventy Five Dollars (\$975.00); and,

(4) Construction Support Services at a lump sum amount of Four Thousand Two Hundred Dollars (\$4,200.00) plus reimbursable fees of Three Hundred Seventy Five Dollars (\$375.00); and,

WHEREAS, CTS Group Architecture/Planning, PA proposed to perform all of the work for the Project for a total amount not to exceed Fifteen Thousand Dollars (\$15,000.00); and,

WHEREAS, the Borough of North Plainfield is desirous of obtaining the services of CTS Group Architecture/Planning, PA 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 Acting Municipal Clerk to sign and/or execute a Professional Services Agreement with CTS Group Architecture/Planning, PA, 17 Commerce Street, Chatham, New Jersey 07928, under the terms of the Proposal for the above services and for a lump sum not to exceed Fifteen Thousand Dollars (\$15,000.00) without the need for any further action of the Borough Council; 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.

**RESOLUTION NO. 04-08-24-04d** RESOLUTION OF THE BOROUGH COUNCIL APPROVING PAYMENT NO. 4 (FINAL) TO WHIRL CORPORATION, INC. AND THE CLOSING OUT OF THE CONTRACT AND RELEASE OF RETAINAGE FOR THE VERMEULE COMMUNITY CENTER PUBLIC COURTYARD PROJECT.

WHEREAS, the Borough of North Plainfield previously awarded a contract for the Vermeule Community Center Public Courtyard Project (hereinafter referred to as the "Project") to Whirl Corporation, Inc. (hereinafter referred to as the "Contractor"); and,

WHEREAS, Renee Hobson, AIA, of CTS Group Architecture/Planning, PA, the Borough's Architect and Construction Manager for the Project by a letter dated April 1, 2024, a copy of which is on file in the Office of the Acting Borough Clerk and made a part hereof, has reviewed the Contractor's submission for Payment No. 4 (Final) and close-out of the contract for the Project; and,

WHEREAS, the original contract price was Four Hundred Seventy Thousand Eight Hundred and Fifty One Dollars and No Cents (\$470,851.00), which has been adjusted by a net of all of the Change Orders, reducing the overall contract amount by Twenty One Thousand Six Hundred Eighty Six Dollars and No Cents (\$21,686.00) for a final actual Contract Price of Four Hundred Forty Nine Thousand One Hundred Sixty Five Dollars and No Cents (\$449,165.00); and,

WHEREAS, the Contractor has submitted the Contractor's submission for Final Payment No. 4 for retainage in the total amount of Forty Four Thousand Nine Hundred Sixteen Dollars and Fifty Cents (\$44,916.50), representing all of the retained funds held by the Borough for the Project; and,

WHEREAS, in accordance with the Contract, the Contractor has submitted a one (1) year installation warranty and a one (1) year guarantee for all plantings; and,

WHEREAS, Director of Law/Borough Attorney Eric M. Bernstein, Esq. and the offices of Eric M. Bernstein & Associates, L.L.C. have reviewed the Engineer's and the Contractor's submissions and accept same based on the recommendations of the Engineer.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of North Plainfield, County of Somerset, State of New Jersey that the request for Final Payment No. 4 (Final) and the Closeout of the Vermeule Community Center Public Courtyard Project is approved with Whirl Corporation, Inc., whose main offices are located at 194 Main Street, Port Monmouth, New Jersey 07758, in the total amount of Forty Four Thousand Nine Hundred Sixteen Dollars and Fifty Cents (\$44,916.50), which Final Payment Request and Closeout request is incorporated herein by reference as if same was fully set forth within and payment for same is authorized to be made to the Contractor, without the need for any further action of this Borough Council; and,

BE IT FURTHER RESOLVED that the net of Change Orders reduced the amount of the overall Contract by Twenty One Thousand Six Hundred Eighty Six Dollars and No Cents (\$21,686.00), which has reduced the original Contract Sum from Four Hundred Seventy Thousand Eight Hundred and Fifty One Dollars and Four Cents (\$470,851.00), to a final Contract Price of Four Hundred Forty Nine Thousand One Hundred Sixty Five Dollars and No Cents (\$449,165.00), which amount is hereby approved; and,

BE IT FURTHER RESOLVED that this Resolution 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 Borough Council hereby authorizes the Mayor and the Acting Borough Clerk to sign and/or execute all necessary documents to close out the Project and issue Payment No. 4 (Final).

**RESOLUTION NO. 04-08-24-04e** 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 8th day of April 2024 the same be paid; and that the Mayor and Chief Financial Officer are hereby authorized to sign and deliver warrants for the same.

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

**RESOLUTION NO. 04-08-24-04a** AUTHORIZING AMENDMENT TO THE 2024 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 2024;

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, 2024 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 2024:

A/C #	CURRENT FUND	Salaries & Wages	Other Expenses
26-290	Street & Roads		50,000.00
26-310	Building & Grounds		30,000.00
31-471	Employees Retirement System		312,482.84
36-475	Police/Fireman Retirement		2,347,835.16
36-476	DCRP		3,000.00
	Totals	\$0.00	\$2,743,318.00

Seconded by Mr. McIntyre with Roll Call as follows:

Aye: Corzo, McInyre, Merrill, Miller, Stabile  
 Nay: Schaefer

Resolution carried 5-1.

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

**RESOLUTION NO. 04-08-24-04b** RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING THE MAYOR AND ACTING MUNICIPAL CLERK TO EXECUTE AN AGREEMENT WITH PHILLIPS, PREISS, GRYGIEL, LEHENY & HUGHES, L.L.C., FOR THE PREPARATION OF THE 2024 MASTER PLAN RE-EXAMINATION.

WHEREAS, the Borough of North Plainfield (the “Borough”) is required, pursuant to N.J.S.A. 40:55D-28 and Borough Code § 22-35 to provide for a general re-examination of the Master Plan and the Borough Code regarding development by the North Plainfield Planning Board (the “Planning Board”); and,

WHEREAS, the Planning Board is required to prepare a report on the findings of the re-examination for the Borough Council (“Council”); and,

WHEREAS, the statutory six (6) year period for the preparation of a re-examination of such plan and development regulations is approaching; and,

WHEREAS, the preparation of a Master Plan Re-Examination Report requires the examination and assessment of technical planning and zoning aspects in and about the Borough, including, but not limited to, major problems and objectives relating to land development in the Borough, if any; the extent to which such problems and objectives have been reduced or have

increased subsequent to such date; the extent to which there have been significant changes in the assumptions, policies and/or objectives forming the basis for such plan or regulations as last revised, with particular regard to the density and distribution of population and land uses, housing conditions, circulation, conservation of natural resources and changes in State, County and Borough policies and objectives; the specific changes recommended for such plan or regulations, if any, including underlying objectives, policies and standards or whether a new plan or regulations should be prepared, all of which require the services of professionals to assist the Borough and the Board; and,

WHEREAS, the Planning and Real Estate Consulting Firm of Phillips, Preiss, Grygiel, Leheny & Hughes, L.L.C., has submitted a proposal for all professional services for the preparation and presentation of the Borough's Master Plan Re-Evaluation, in accordance with N.J.S.A. 40:55D-28 and Borough Code § 22-35, a copy of said proposal being maintained in the office of the Acting Municipal Clerk and the contents of which are incorporated herein, with a scope of work to include:

1. Reviewing the current Master Plan documents and existing Zoning Ordinance regulations;
  2. Meeting with municipal representatives to discuss issues and areas of concern related to planning, zoning and development;
  3. Attending one (1) Planning Board meeting to discuss planning, zoning and development issues and opportunities to be considered in the Reexamination;
  4. Preparing a Reexamination of the Master Plan for submission to the Planning Board;
  5. Attending one (1) Planning Board meeting to present the reexamination to the Board and public;
  6. Working with the Planning Board to determine changes recommended for the Master Plan and development regulations, as well as any other relevant recommendations;
- and,

WHEREAS, the estimated budget for the scope of work to be performed for the Master Plan Re-Evaluation is estimated not to exceed Twelve Thousand Dollars and No Cents (\$12,000.00), and the following hourly rates in accordance with the hourly rates for the Consultant as set forth in its March 12, 2024 proposal, which is attached to this Resolution and made a part hereof.

WHEREAS, Director of Law/Borough Attorney Eric M. Bernstein, Esquire and the offices of Eric M. Bernstein & Associates, L.L.C., as well as David Hollod, the Borough Administrator, have reviewed the proposal and recommend the award of a contract for the Master Plan Re-Evaluation and related professional services to Phillips, Preiss, Grygiel, Leheny & Hughes, L.L.C., whose main offices are located at 70 Hudson Street, Suite 5B, Hoboken, New Jersey 07030.

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 awards a contract for the preparation of the Borough Master Plan Re-Evaluation and report to Phillips, Preiss, Grygiel, Leheny & Hughes, L.L.C., according to the scope of work set forth in the March 12, 2024 proposal, and in an amount Not to Exceed Twelve Thousand Dollars and No Cents (\$12,000.00); and,

BE IT FURTHER RESOLVED that the Borough Council hereby authorizes the Mayor and the Acting Municipal Clerk to sign and/or execute a contract and all other necessary documents to

engage the services of Phillips, Preiss, Grygiel, Leheny & Hughes, L.L.C., whose main offices are located at 70 Hudson Street, Suite 5B, Hoboken, New Jersey 07030; 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, including but not limited to N.J.S.A. 40:55D-28 and Borough Code § 22-35.

Seconded by Ms. Corzo with Roll Call as follows:

Aye: Stabile

Nay: Corzo, McIntyre, Merrill, Miller, Schaefer

Resolution failed 1-5.

**REPORTS:**

BOARD OF HEALTH – FEBRUARY 2024

**COMMUNICATIONS:**

NJDEP Office of Local Government Service Assistance	Weekly Newsletter
NJ American Water	Public Hearing

**REQUESTS FOR AGENDA ITEMS:**

Mr. McIntyre requested an ordinance to prohibit electronic billboards. Ms. Schaefer requested discussion of traffic safety sticks with the Army Corps of Engineers.

**PUBLIC COMMENT:**

Francine Gargano, 57 Willow Avenue, North Plainfield, shared her disappointment with the elimination of the moment of silence to honor our members in the armed forces. She thanked Councilman McIntyre for the ordinance to prohibit vehicles from parking on the right-of-way and for Councilwoman Schaefer’s discovery of Somerset County’s recommendation for a traffic light at the intersection of Mountain Avenue and Leland Avenue in the Master Plan.


**COMMENTS BY MAYOR, ADMINISTRATOR AND COUNCIL MEMBERS:**




Explaining that the moment of silence to honor our members in the armed forces had been implemented at the request of Councilman Righetti, the Council President assured it had been removed without violating sunshine law.

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

Meeting adjourned at 10:00 p.m.

  
Acting Borough Clerk

  
Council President