

DRAFT MINUTES

These are the Draft Minutes of the Agenda Conference of the Borough Council of North Plainfield, New Jersey held on Monday, 14 September 2015.

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 of the Council of the Borough of North Plainfield held on Monday, **September 14, 2015** at 7:33 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
 Wendy Schaefer
 Douglas M. Singleterry
 Frank "Skip" Stabile
 Lawrence La Ronde, Council President

Also Present: Michael Giordano, Jr., Mayor
 David E. Hollod, Business Administrator
 Phil George, Esq., Associate Borough Attorney
 Richard K. Phoenix, RMC, Borough Clerk

The Pledge of Allegiance to the Flag was led by Mr. Merrill.

Council President La Ronde requested a moment of silence for the men and women serving in our Armed Forces.

The Council President read the following Notice of Compliance:

"This is an Agenda Meeting of the Council of the Borough of North Plainfield, scheduled by resolution of the Council adopted on December 8, 2014. 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* and *WKMB* Radio on December 10, 2014, by publication of the announcement in the *Courier News* of December 12, 2014 and by posting a copy of this notice on the bulletin boards in the Municipal Building and Memorial Library reserved for such purpose."

PUBLIC COMMENT:

Frank D'Amore, 40 Willow Avenue, North Plainfield, thanked the Administration for their September 11 memorial presentation. He then inquired after the status of his request for an investigation into the violation of the historic ordinance at 167 Sycamore Avenue.

NEW BUSINESS:

1. **Siting of Farmers' Market** – F.R. Mr. Righetti proposed moving the Farmers' Market to the Vermeule property in an effort to increase the amount of vendors as well as business. Recalling a recent discussion with the Economic Development Committee on this very topic, Mr. Stabile introduced Anne Soto, Tom Fagan and Paul Alirangues. Mr. Stabile explained that Mr. Alirangues oversees the Farmers' Market and had confirmed that the farmer is satisfied with the current location. Ms. Soto encouraged the addition of a second location at Vermeule. Mr. Singleterry added that the Farmers' Market draws attention to downtown and Mr. Alirangues noted that more vendors would increase foot traffic to the area. Mr. Stabile explained that a second farm stand at the Vermeule property may benefit from the foot traffic to the Food Pantry held on the third and fourth Saturdays of each month.
2. **2014 Municipal Audit and Corrective Action Plan – Patrick DeBlasio will be present** – D.E.H. Mr. DeBlasio advised that the audit was completed at the end of July. Reporting that the surplus amount had remained unchanged, he advised of the need for unconfirmed assessments to be reviewed and cancelled where necessary. Employee medical benefit contributions need to be turned over monthly, he concluded.
3. **Modifications to Street Sweeping Ordinance** – D.E.H. Mr. Hollod explained the need for several changes to the street sweeping ordinance, specifically suspending the prohibited parking during inclement weather and on holidays. Harrison Avenue no parking hours will be adjusted to accommodate school traffic. A handicapped parking space will be created in front of the library, he concluded.
4. **Stop/Yield Sign Modifications** – D.E.H. Mr. Hollod advised that several uncontrolled intersections throughout town were studied. He added that recent state-level legislation had provided more opportunities for the Borough to implement yield and stop signs as necessary. In an effort to increase both vehicular and pedestrian safety, a traffic engineer will study the Brook Avenue and Norwood Avenue intersection.
5. **Global Motors Request for Release of Cash Performance Guarantee** – D.E.H. Mr. Hollod explained that Global Motors was approved and consequently did construct a parking facility for new and used cars and this resolution authorizes the release of the cash escrow.
6. **Grotto Engineering Associates** – D.E.H.
 - a. **Boundary and Topographic Survey Proposal for Block 88, Lot 6 (proposed Parking Lot)** – Mr. Hollod explained that this resolution authorizes a professional services contract with Grotto Engineering for specified engineering services with respect to the project

known as the Boundary and Topographic Survey of Block 88, Lot 6 and Parking Lot Concept and Design Documents.

b. **Professional Services Proposal for Somerset St./Craig Place Traffic Signal Replacement** – Mr. Hollod explained that this resolution authorizes a professional services contract with Grotto Engineering for specified engineering services with respect to the project known as the Somerset Street/Craig Place and Chatham Street - Traffic Signal Replacement and Resurfacing.

c. **Professional Services Proposal for Grove Street Road Improvements** – Mr. Hollod explained that this resolution authorizes a professional services contract with Grotto Engineering for specified engineering services with respect to the project known as the Grove Street Road Improvements (NJDOT 2015).

d. **Contract Amendment for Somerset Street Streetscape Improvements** – Mr. Hollod explained that this resolution authorizes a professional services contract with Grotto Engineering for certain specified engineering services with respect to a policies and procedures manual, as required by the NJDOT for the project known as the Somerset Street Streetscape Improvements.

7. **Miskovich Consulting Engineers Proposal for evaluation of Norwood and Brook Avenues** – D.E.H. Mr. Hollod advised that this resolution authorizes a contract with Miskovich Consulting Associates, L.L.C. for the Project known as Evaluation of Intersection of Norwood Avenue and Brook Avenue.

8. **Small Cities Loan – Harty Bros.** – D.E.H. Mr. Hollod explained that this resolution authorizes a small cities loan, promissory note and security agreement with James J. Harty and Harty Bros. Carpet.

9. **Electronic Tax Sale Contract with ROK Industries (a.k.a. RealAuction.com)** – D.E.H. Mr. Hollod explained that this resolution allows the Borough to participate in the electronic tax sale pilot program.

10. **Update of Mileage Reimbursement Allowance for Personal Vehicles** – D.E.H. Mr. Hollod advised that this resolution updates the mileage reimbursement rate for the business use of a personal vehicle to \$0.545 (fifty-four and a half cents) per mile, which is consistent with the U.S. GSA mileage reimbursement rate effective January 1, 2015.

11. **Appointment of Kathleen Intravartolo as Tax Collector** – D.E.H. Advising that Ms. Intravartolo successfully obtained her Certified Tax Collector certification, Mr. Hollod announced that she will now be appointed as the Tax and Sewer Collector for the Borough of North Plainfield.

12. **Memorandum of Agreement – Provisions of EMS Services to Green Brook Township** – D.E.H. Mr. Hollod explained that this resolution authorizes the execution of an interim inter-local agreement with the Township of Green Brook to provide EMS coverage and

service within the Township of Green Brook for a limited period of time, pending the draft and execution of a fully negotiated inter-local services agreement to provide these services.

OLD BUSINESS: None.

REPORTS OF BOARDS, COMMITTEES, COMMISSIONS:

Mr. Merrill reported that the high school will be a blue ribbon school for their post September 11 activities. The football team will look to raise funds with a 5K run on September 20, 2015 at the high school.

Mr. Stabile reported on the continued improvements to the Vornado property on Route 22, specifically that the Texas Roadhouse restaurant will open its doors in the coming weeks and a Lazy Boy store will take over the former Radio Shack space. Responding to Mr. Merrill's inquiry, Mr. Stabile advised that the former Villa Furniture location remains vacant.

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

Meeting adjourned at 8:36 p.m.

Borough Clerk

Council President