

# ***DRAFT MINUTES***

*These are the Draft Minutes of the Regular Meeting of the North Plainfield Borough Council held on Monday, 25 October 2021. Every attempt has been made to make these as comprehensive and conclusive as possible. However, as it is a draft document, it is not to be construed as a formal depiction of the official conduct of business and is subject to revision up to and following the Governing Body's actual approval of same. If changes are necessary, revised minutes will be posted to the website.*

**MINUTES** of the Regular (virtual) Meeting of the Council of the Borough of North Plainfield held on Monday, **October 25, 2021** at 8:25 p.m. via Zoom.

## **PRESENT:**

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

Also Present: Lawrence La Ronde, Mayor  
David Hollod, Business Administrator  
Phil George, Esq., Associate Borough Attorney  
Richard K. Phoenix, RMC, Borough Clerk  
Stephanie Sherwood, RMC, CMR, Deputy Clerk

Mr. Phoenix read the following Notice of Compliance:

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

The Clerk had submitted copies of the minutes of the Regular Meeting and Executive Session of October 12, 2021.

The Council President called for a roll call on the minutes:

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

**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.

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

**RESOLUTION NO. 10-25-21-01** BE IT RESOLVED by the Council of the Borough of North Plainfield that resolutions numbered

10-25-21-01 a, 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. Miller and on roll call carried all seven voting aye.

**APPROVED RESOLUTIONS:**

**RESOLUTION NO. 10-25-21-01a** RESOLUTION TO CANCEL CAPITAL IMPROVEMENT APPROPRIATION BALANCES

WHEREAS, certain capital improvement appropriation balances remain dedicated to projects now completed, and

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances maybe returned to each respective capital improvement fund or credited to surplus, and unused debt authorizations may be cancelled.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of North Plainfield, County of Somerset, State of New Jersey, that the following unexpended and dedicated balances of capital appropriations be cancelled:

General Capital Fund

ORD NO.	DATE AUTH.	PROJECT DESCRIPTION	AMOUNT CANCELLED	
			FUNDED	UNFUNDED
98-04	04/27/98	Land Acquisition-Recreation	\$151,154.36	0
06-12	08/14/06	Municipal Parking Lot	77,500.00	0
07-09	07/23/07	Parking Lot Construction	150,000.00	0
Totals			\$ 378,654.36	0

Sewer Utility Capital Fund

96-22 09/27/93 Farragut Place	\$ 5,241.72	0
14-08 09/08/14 Sanitary Sewer Replacement	7,953.61	0
16-11 06/13/16 Various Sewer Improvements	44,152.35	0
18-09 06/25/18 Sanitary Sewer Improvements	<u>12,577.31</u>	<u>0</u>
Totals	\$ 69,924.99	0

**RESOLUTION NO. 10-25-21-01b** GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2020 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations," and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations," as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be

fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of North Plainfield, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

**RESOLUTION NO. 10-25-21-01c** WHEREAS, Corelogic and Raja Munir, both paid third Quarter Taxes on Block 111 Lot 5, Mr. Munir, the homeowner has requested refund of that over payment, and;

BE IT RESOLVED, by the Council of the Borough of North Plainfield, that the Treasurer is authorized to make the following refunds:

Refund Real Estate Over Tax Payment:

Raja Munir                                 \$ 2383.95  
429 Grove Street  
North Plainfield, NJ 07060

**RESOLUTION NO. 10-25-21-01d** WHEREAS, the homeowner, Zhongxin Ju paid third quarter taxes on Block 4.02 Lot 29, in error two times, Mr. Ju has requested refund of that over payment, and;

BE IT RESOLVED, by the Council of the Borough of North Plainfield, that the Treasurer is authorized to make the following refunds:

Refund Real Estate Over Tax Payment:

Zhongxin Wu         \$ 1,813.88  
6926 Old Benton Drive  
Apollo Beach, Florida 33572

Re: 407 Richard Way

**RESOLUTION NO. 10-25-21-01e** WHEREAS, Pursuant to Borough code, Chapter 19-2.1 and N.J.S.A. 52:27D-202 of the Uniform Fire Safety Act, the New Jersey Uniform Fire Code shall be locally enforced in the Borough of North Plainfield by the Local Enforcing Agency; and

WHEREAS, pursuant to Chapter 19-2.2 set forth herein, the Local Enforcing Agency of the Borough as to the Uniform Fire Safety Act shall be the Division of Fire Prevention, a unit of the Department of Fire Prevention and Protection; and

WHEREAS, the local enforcing agency (LEA) shall be under the direct supervision of a Fire Official, who shall be appointed by the Director of the Department of Fire Prevention and Protection; and

WHEREAS, there exists a vacancy in the position of Fire Official due to the retirement of the former Fire Official, Frank D’Amore, Jr.; and

WHEREAS, the Director of the Department of Fire Prevention and Protection is appointing Robert Beattie as the new Fire Official.

NOW, THEREFORE, BE IT RESOLVED by the Borough of North Plainfield, County of Somerset, State of New Jersey, that Robert Beattie be appointed Fire Official for the North Plainfield Fire Department – Division of Fire Prevention, effective October 25, 2021.

**RESOLUTION NO. 10-25-21-01f** 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 25<sup>th</sup> day of October, 2021 the same be paid; and that the Mayor and Chief Financial Officer are hereby authorized to sign and deliver warrants for the same.

**REPORTS 2021:**

Property Maintenance: Quarterly Report

**COMMUNICATIONS:**

NJ State League of Municipalities Trenton, NJ	Newsletters & Advisories
County of Somerset, Somerville, NJ Plainfield Area Humane Society Plainfield, NJ	Newsletters & Communications Report and Invoicing
Plainfield Area Regional Sewerage Authority Middlesex, NJ	Minutes and Agenda
PKF O’Connor Davies, Cranford, NJ Somerset County Business Partnership Somerville, NJ	Borough Audit Bizfest Somerset
Municipal Clerks’ Assoc. of NJ, Ocean Grove Environmental Protection Agency Washington, DC	The Quill Newsletter Understanding New Brownfields Guidelines
NJ Assoc. of Planning & Zoning Admins. Bridgewater, NJ	Electric Vehicle Model Ordinance

**REQUESTS FOR AGENDA ITEMS:** None.

**PUBLIC COMMENT:**

Frank D'Amore, 40 Willow Avenue, North Plainfield, voiced his concerns with the website, finding it not user-friendly. He then questioned if the Best Practices Survey addresses code enforcement to which Mr. Hollod replied it does not.

Dr. Gary Kirkwood, 1275 Rock Avenue, North Plainfield, representing WKMB Radio thanked Mr. Phoenix for sending meeting notices to them.

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

Mayor La Ronde reported on the success of Clean Community Day and the Flu shot Clinic. He noted that Somerset County residents still have the option to vote early at the Community Center through October 31 with Sunday hours from 10:00 a.m. to 6:00 p.m. and all other days from 10 a.m. to 8:00 p.m. The Annual Halloween Parade will be held Saturday, October 30 at West End School with registration beginning at 1:30 p.m.

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

Meeting adjourned at 8:48 p.m.

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Borough Clerk

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Council President