

**CITY COUNCIL WORK SESSION
SEPTEMBER 19, 2017
4:30PM**

ATTENDANCE:

Councilman Edwards
Councilman Spence
Councilman Surrency
Councilman Zapolski
Council President Lugardo-Hemple
Administrator Dr. Stephanie Bush-Baskette
Municipal Solicitor Rebecca Bertram

CALLED TO ORDER: President Lugardo-Hemple called the meeting to order.

STATEMENT OF MEETING NOTICE: The Municipal Clerk read the statement of meeting notice, "Adequate notice of this meeting pursuant to N.J.S.A.10:4-6 giving the time, date, location and agenda to the extent known has been given in the following manner:

1. By posting notice of said meeting on the bulletin board at City Hall Annex, 181 East Commerce Street, Bridgeton, New Jersey on September 14, 2017 at 4:30 p.m.
2. By mailing such notice to the Daily Journal, South Jersey Times and the Press of Atlantic City on September 14, 2017 at 4:30 p.m.

AGENDA REVIEW:

C. Invocation/Flag: Councilman Surrency

G-1 Ordinance amending city code chapter 126-10 construction codes, modular homes. Councilman Spence asked what was being changed? UCC Official Dennis Sharpe explained New Jersey does not use the BOCA Code anymore and follows N.J.A.C. code requirements.

G-2 Ordinance clarifying changing the name of Burt Street to Richie Kates Sr. Way. President Lugardo-Hemple explained the ordinance is to clarify a specific portion of the roadway in the park is what is being renamed.

G-3 Ordinance amending city code chapter 370-11 zoning-general provisions-definitions. Councilman Zapolski recommended the clerk in the tax assessor's office or the zoning officer be trained to do the task, stating the ordinance names the Tax Assessor. A discussion ensued regarding the hiring of a Tax Assessor. It was agreed the ordinance would state the position "Tax Assessor Clerk"

H-1 Ordinance establishing a city of Bridgeton resident identification program. Councilman Zapolski asked about ordering the equipment and a change fund for the office. The Administrator stated this will be looked into once the ordinance passes, during business hours payment will have to be made through the tax collection office. Councilman Zapolski questioned the process noting the impact of time for processing the ID's. Council President Lugardo-Hemple questioned payments made at night when the tax office is not open.

H-4 Ordinance amending the City of Bridgeton administrative code for department heads and selected supervisors. Councilman Zapolski asked why some voted "no" at the last meeting, and what questions need to be clarified to help understand the ordinance. Councilman Surrency asked if salaries were changed; Councilman Zapolski said the only change was the addition of the

Municipal Clerk title and salary. He explained the exact changes made; two titles were added that were omitted, a title was changed that was inaccurate, and the Municipal Clerk was added. Mayor Kelly asked which two were omitted? Councilman Zapolski answered the Fire Chief and Police Chief were previously omitted as Department Heads, and the Water/Sewer person was inaccurately listed as a Department Head and should be listed as a Supervisor. He asked what can be done to move it forward, Councilman Surrency said he vote will still be no.

J-2 Resolution – designating redeveloper, authorizing execution of redevelopment agreement and authorizing agreement of sale with respect to block 121 lot 8 on the tax map of the City of Bridgeton. Councilman Zapolski spoke of a contract and redevelopment agreement being signed previously without a resolution authorizing same, he suggested the contract and agreement be redone. Councilman Spence voiced his displeasure with comments and remarks made at the last council meeting toward a councilmember. The Solicitor explained wording in the resolution to allow the deadlines to continue to be met. Councilman Spence asked that a letter be sent to the developer explaining the corrections being made.

J-5 Resolution - authorizing execution of easement. President Lugardo-Hemple questioned the timeframe of the easement; Councilman Zapolski spoke of specific conditions that need to be discussed. Councilman Spence suggested President Lugardo-Hemple and Councilman Zapolski meet with SJ Gas to clarify the specifics of the easement. It was agreed the resolution will be removed from the agenda.

J-6 Resolution – authorizing purchase of a heavy duty rescue pumper for the fire department. Fire Chief Bowen explained the state contract for purchasing originates from Houston – Galveston Area Council, and the funding is from the sale of a previous fire truck.

J-8 Resolution – authorizing the city be a co-applicant with CHABA for NJ Historic Trust Capital Preservation Grant with approved matching funds for restoration of the Nail House. Councilmen Zapolski and Spence thanked representatives of CHABA for their clarification of the project.

J-9 Resolution – authorizing Urban Enterprise Zone funds for loan to Bridgeton Municipal Port Authority. Councilman Zapolski asked for more clarity of the content in the resolution. The Solicitor noted due to possible litigation she could discuss it further in executive session. Councilman Spence suggested the resolution be voted on separately during the council meeting.

COMMITTEE LIAISON REPORTS:

Councilman Edwards – None at this time

Councilman Spence – said he heard the food was excellent at the Crabfest, and asked Mr. Paul of BMSA to report on the Crabfest. Mr. Paul thanked city departments for their help, he noted many crabs were sold, the kayak race and the CHABA bus tour were successful. Mr. Paul said there has been positive feedback and is looking forward to next year.

Councilman Surrency – None at this time

Councilman Zapolski – None at this time

Council President Lugardo-Hemple – None at this time.

BUSINESS ADMINISTRATOR / MAYORAL REPORTS:

The Administrator advised she spoke to the tax collector and assessor offices to include addresses and names on resolutions and ordinances. She spoke with the city traffic engineer regarding trucks traveling on and around Baltimore Avenue. Some roads are in an industrial

zone, therefore police enforcement of the speed limit may help. Lastly the Administrator spoke of hiring a Tax Assessor and a shared service with Wildwood Crest for Assessor services.

Mayor Kelly – None at this time.

OTHER BUSINESS/CONCERNS:

G-1 Best Practices 2017. Councilman Zapolski noted boards and commissions were discussed and satisfied.

G-2 Soccer Fields. A discussion ensued regarding leasing the fields to other leagues; do all have leases, the time frame of the leases, insurance? The Administrator stated the soccer club requested a lease to help them ensure grants, and explained the insurance carrier suggested leases for other leagues.

G-3 Councilman Edwards reported on a recent meeting with Bridgeton Main Street regarding funding. He said funding is needed or they may have to shut their doors. Councilman Edwards spoke of various concerns discussed during the meeting, ending with BMSA request for \$50,000 in funding and possible recommendations from the committee. President Lugardo-Hemple said she has a Main Street handbook/program guide; she will make copies and distribute to councilmembers for discussion at the next council meeting.

G-4 Councilman Zapolski asked for a follow up from the Administrator regarding the resolution to proceed with the required paperwork to remove the Municipal Clerk from the union. He asked what the status was and if this had been done yet. The Administrator noted she was working with the Mayor on how to proceed and had recently received a letter from the union. Council President Lugardo-Hemple said she received a letter from the union attorney also, noting the conflicting opinions received from the union attorney. Councilman Zapolski made a motion that council hire their own attorney to handle the issue, Councilman Spence seconded the motion. There was a discussion regarding the union attorney giving conflicting opinions. Councilman Zapolski noted there is a vast majority of Municipal Clerks not in a union; history and precedent should not be a factor and feels an independent opinion is needed. Councilman Spence stated the attorney represents the union and obviously will side with them. Councilman Surrency suggested a conflict attorney to look into it. President Lugardo-Hemple said she feels another attorney needs to clarify this.

A roll call vote was taken on the motion.

The Clerk called the roll as follows:

	YEAS	NAYS	ABSTAIN	ABSENT
Councilman Edwards		X		
Councilman Spence	X			
Councilman Surrency		X		
Councilman Zapolski	X			
President Lugardo-Hemple	X			

Mayor Kelly said he also feels clarification is needed to be more knowledgeable on the situation. Councilman Zapolski said it is time to show support for the responsibilities of the Municipal Clerk, and needs to be looked upon as a supervisor of the department.

G-5 Councilman Zapolski spoke of security issues in the Municipal Clerks office, as the office houses confidential documents and the Municipal Clerk is the custodian of records. He noted a document missing from the office, the need for locking cabinets and a more secure office. Councilman Zapolski said this is an issue of respect for the Clerks office, and other departments do not have the authority to enter the office when it is closed.

EXECUTIVE SESSION:

Upon a motion by Councilman Spence and second by Councilman Edwards **RESOLUTION NO. 177-17** the City Council has determined that it is necessary to go into an executive session to discuss certain matters relating to the items as permitted by N.J.S.A. 10:4-12b was adopted by a unanimous roll call vote. The original resolution may be found in the Resolution Book.

1. Litigation Attorney Client Privilege – Municipal Port Authority

The original resolution may be found in the Resolution Book.

ADJOURNMENT:

There being no further items of discussion, it was moved by Councilman Spence and second by Councilman Edwards the Work Session be adjourned which motion was carried.

President Lugardo-Hemple adjourned the Work Session.

Respectfully submitted,

Approved:

Kathleen L. Keen, RMC
Municipal Clerk

Gladys Lugardo-Hemple
Council President

Date: _____