

City of Woodbury
City Council Meeting Agenda
Virtual Meeting
Link: rb.gy/arum0d
JUNE 24, 2020
6:30 p.m.

Pledge of Allegiance

Moment of Silent Reflection

Reading of the Open Public Meeting Statement

Roll Call

Approval of Minutes

- June 10, 2020

Open to the Public for Agenda Items

Resolutions, Ordinances

Finance & Public Safety

CONSENT AGENDA

RESOLUTION NO. 20-101 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY ADOPTING THE 2020 ANNUAL BUDGET OF THE CITY OF WOODBURY

RESOLUTION NO. 20-105 RESOLUTION TO ADOPT EMERGENCY TEMPORARY APPROPRIATIONS FOR THE YEAR 2020

RESOLUTION NO. 20-106 RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF WOODBURY AUTHORIZING RELEASE OF THE PERFORMANCE GUARANTEE AND ACCEPTING THE MAINTENANCE BOND OF GERALD A. BARRETT, LLC FOR THE FY2018 LOCAL ROADS IMPROVEMENTS PROJECT

RESOLUTION NO. 20-107 RESOLUTION TO APPROVE THE SUBMISSION OF A GRANT APPLICATION AND TO EXECUTE A GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE FY2021 MUNICIPAL AID PROJECT HEREINAFTER KNOWN AS PROGRESS AVENUE MILLING & OVERLAY

RESOLUTION NO. 20-108 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY TO ACCEPT THE PSE&G DIRECT INSTALL PROGRAM PROPOSAL TO INSTALL LIGHTING FOR THE WOODBURY PUBLIC LIBRARY AND CITY HALL LOCATED AT 33 DELAWARE STREET

RESOLUTION NO. 20-109 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING THE CITY CLERK TO ADVERTISE THE REQUEST FOR PROPOSALS FOR LAWN MAINTENANCE IN THE CITY OF WOODBURY

END CONSENT AGENDA

Motion for Approval to Pay the Listed Vouchers

Reports:

- Committee Reports
- Report of the Mayor
- Report of the City Clerk
- Department Announcements

Unfinished Business

New Business

Open to the Public

RESOLUTION NO. 20-110 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING A CLOSED SESSION TO DISCUSS MATTERS PERTAINING TO LITIGATION

Adjournment

NOTICE PURSUANT TO N.J.S.A 10:4-8(d)

The items listed on this tentative agenda of the Mayor and Council President of the City of Woodbury constitutes the agenda to the extent known at the time of posting. Since this agenda is tentative, items may be added and/or deleted prior to the commencement of the meeting. Formal action may or may not be taken regarding each item listed on the final agenda.

MUNICIPAL BUDGET NOTICE

Resolution No. 20-101

Section 1.

Municipal Budget of the _____ CITY _____ of _____ WOODBURY _____, County of _____ GLOUCESTER _____ for the Fiscal Year 2020

Be it Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2020;

Be it Further Resolved, that said Budget be published in the _____ SOUTH JERSEY TIMES _____

in the issue of _____ June 24th _____, 2020

The Governing Body of the _____ CITY _____ of _____ WOODBURY _____ does hereby approve the following as the Budget for the year 2020:

RECORDED VOTE

(Insert last name)

Ayes

Nays

Abstained

Absent

Notice is hereby given that the Budget and Tax Resolution was approved by the _____ COUNCIL MEMBERS _____ of the _____ CITY _____ of _____ WOODBURY _____, County of _____ GLOUCESTER _____, on _____ June _____ 10th _____, 2020.

A Hearing on the Budget and Tax Resolution will be held at _____ CITY OF WOODBURY _____, on _____ July _____ 8th _____, 2020 at _____ 6:30 _____ o'clock _____ PM _____ at which time and place objections to said Budget and Tax Resolution for the year 2020 may be presented by taxpayers or other interested persons.

RESOLUTION NO. 20-105

**RESOLUTION TO ADOPT EMERGENCY TEMPORARY APPROPRIATIONS
FOR THE YEAR 2020**

WHEREAS, the governing body of the City of Woodbury, has previously adopted temporary budget resolution #20-04 and emergency temporary appropriations resolution #20-83 in order to make certain contracts and commitments and to authorize the payment of certain obligations and expenditures to properly conduct the affairs of the City from that time until the final adoption of the 2020 budget.

WHEREAS, additional temporary appropriations are necessary for the period prior to the adoption of the budget.

WHEREAS, the provisions of Section 40A:4-20 of the Revised Statutes state that the governing body may, by resolution adopted by a 2/3 vote of the full membership thereof, make emergency temporary appropriations for any purposes for which appropriations may lawfully be made for the period between the beginning of the current fiscal year and the date of the adoption of the budget for said year.

WHEREAS, the emergency temporary appropriations hereinafter made and established are entirely within all limitations imposed by law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, the Mayor concurring, as follows:

1. That the sum of Four Million Seven Hundred Seventy-Eight Thousand Six Hundred Seven and 00/100 dollars (\$4,778,607.00) is hereby appropriated to meet and pay the contracts, obligations, commitments and operating expenditures hereinafter enumerated.

2. The appropriations made hereunder shall be allotted for the following governmental operations in the following sums:

	<u>Salaries & Wages</u>	<u>Other Expenses</u>
Administration	\$ 39,250.00	\$ 25,000.00
Governing Body	\$ 12,000.00	\$ 1,000.00
Economic Development	\$ 3,550.00	\$ 20,000.00
Municipal Clerk's Office	\$ 26,400.00	\$ 13,000.00
Registrar of Vital Statistics	\$ 25,700.00	\$ 1,500.00
Elections	\$ -	\$ 10,000.00
Financial Administration	\$ 52,750.00	\$ 30,000.00
Annual Audit	\$ -	\$ 15,500.00
Collection of Taxes	\$ 22,500.00	\$ -
Liquidation of Tax Title Liens	\$ -	\$ 2,500.00
Legal Services and Costs	\$ -	\$ 50,000.00
Engineering Services and Costs	\$ -	\$ 50,000.00
Joint Municipal Court	\$ -	\$ 116,000.00
Municipal Land Use - Planning Board	\$ 7,250.00	\$ 15,000.00
Housing Inspection	\$ 46,750.00	\$ 2,500.00
Insurance:		
Other Insurance Premiums	\$ -	\$ -
General Liability	\$ -	\$ -
Workers Compensation	\$ -	\$ -
Group Insurance for Employees	\$ -	\$ 597,000.00
Health Benefits Waiver	\$ -	\$ 15,000.00

RESOLUTION NO. 20-105

Unemployment Compensation	\$ -	\$ 17,500.00
	<u>Salaries & Wages</u>	<u>Other Expenses</u>
Police	\$ 1,485,000.00	\$ 112,000.00
Emergency Management Services	\$ 7,800.00	\$ -
Fire	\$ 145,000.00	\$ 35,000.00
Uniform Fire Safety Act	\$ 66,500.00	\$ 3,500.00
JIF Safety Budget	\$ 3,400.00	\$ 5,900.00
Property Maintenance	\$ -	\$ (5,000.00)
Streets and Roads Maintenance	\$ 665,000.00	\$ 37,500.00
Community Forestry	\$ -	\$ 20,000.00
Solid Waste Collection	\$ -	\$ 177,500.00
Recycling	\$ -	\$ 10,000.00
Public Buildings and Grounds	\$ -	\$ 25,000.00
Fleet Maintenance	\$ -	\$ 107,500.00
Recreation	\$ -	\$ 10,000.00
Parks	\$ -	\$ 27,000.00
Celebration of Public Events	\$ -	\$ 7,000.00
Senior Citizen Transportation	\$ 16,000.00	\$ -
Unclassified:		
Electricity	\$ -	\$ 80,000.00
Street Lighting	\$ -	\$ 75,000.00
Telephone	\$ -	\$ 27,500.00
Gasoline	\$ -	\$ 30,000.00
Statutory Expenditures		
Social Security System	\$ -	\$ 137,500.00
Police and Fire Retirement System	\$ -	\$ -
Defined Contribution Retirement Plan	\$ -	\$ 4,000.00
<u>Appropriations Outside CAPS</u>		
Maintenance of Free Public Library	\$ -	\$ 108,000.00
Recycling Tax	\$ -	\$ 5,000.00
Interlocal: SRO Woodbury Schools	\$ -	\$ 80,000.00
Interlocal: Joint Municipal Court	\$ -	\$ 39,000.00
Interloal: Fire Official to Wenonah	\$ 1,357.00	\$ -
Interlocal: Joint Construction Code	\$ -	\$ 55,000.00
Safe & Secure Grant	\$ (30,000.00)	\$ -
Municipal Alliance Grant	\$ -	\$ (16,250.00)
Gloucester Co. Human Serv. - Art in St.	\$ -	\$ 3,250.00
	<hr/>	<hr/>
Totals for Current Fund	\$ 2,596,207.00	\$ 2,182,400.00
	<hr/>	<hr/>

RESOLUTION NO. 20-105

3. There is hereby appropriated pursuant to the condition of said local budget law relating to temporary budgets, the sum of Two Million Two Hundred Eight Thousand Six Hundred Nine and 94/100 Dollars (\$2,208,609.94) to meet and pay the operating expenditures of the Water and Sewer Consolidated Utility of the City of Woodbury as follows:

Utility Operating: Salaries and Wages	\$ 333,000.00
Utility Operating: Other Expenses	\$ 910,609.94
Payments to Gloucester County Utilities Authority	\$ 900,000.00
Capital Outlay	\$ 25,000.00
Payment of Bond Principal	\$ -
Interest on Bonds	\$ -
Interest on Notes	\$ -
NJEIT Infrastructure Loan Principal	\$ -
NJEIT Infrastructure Loan Interest	\$ -
Social Security System	\$ 29,000.00
Unemployment Compensation	\$ 10,000.00
Defined Contribution Retirement Plan	\$ 1,000.00
	<hr/>
Total for Water and Sewer Consolidated Utility	<u>\$ 2,208,609.94</u>

4. The amount of emergency temporary appropriations made here shall be included under the correct headings in the budget as finally adopted for the fiscal year 2020, pursuant to Section 40A: 4-20 of the Revised Statutes, unless duly amended by resolution of the governing body.

This resolution shall take effect immediately.

ADOPTED at the regular meeting of the Mayor and City Council of the City of Woodbury, held on June 24, 2020.

TRACEY PARKER
President of Council

ATTEST _____
DANEEN D. FUSS
City Clerk

RESOLUTION NO. 20-106

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF WOODBURY
AUTHORIZING RELEASE OF THE PERFORMANCE GUARANTEE AND
ACCEPTING THE MAINTENANCE BOND OF GERALD A. BARRETT, LLC FOR
THE FY2018 LOCAL ROADS IMPROVEMENTS PROJECT**

WHEREAS, Gerald A. Barrett, LLC posted a Performance Guaranty, being Hudson Insurance Company Bond No. ASA1783-11527 dated April 2019, for the project known as the FY2018 Local Roads Improvements Project; and

WHEREAS, Federici & Akin, City Engineer on the Project, by correspondence dated June 17, 2020, recommends release of the Performance Guaranty contingent upon the posting of a Maintenance Guaranty in a form acceptable to the City Solicitor to be held for a period of two (2) years; and

WHEREAS, Gerald A. Barrett, LLC has posted Hudson Insurance Company Bond No. ASA1783-11527MNT in the amount of \$501,658.70 for a period of two (2) years commencing August 30, 2019; and

WHEREAS, Federici & Akin, City Engineer on the Project, and Timothy D. Scaffidi, City Solicitor, recommend acceptance of the Maintenance Bond for the project; and

WHEREAS, Federici & Akin, City Engineer on the Project, recommends release of the retainer held by the City of Woodbury in the amount of \$9,940.46 to Gerald A. Barrett, LLC.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Woodbury, County of Gloucester and State of New Jersey on this 24th day of June, 2020, that:

1. The Performance Guaranty being Hudson Insurance Company Bond No. ASA1783-11527 posted by Gerald A. Barrett, LLC for the project known as the FY2018 Local Roads Improvements Project is hereby released; and
2. The Maintenance Bond being Hudson Insurance Company Bond No. ASA1783-11527MNT posted by Gerald A. Barrett, LLC for the project known as the FY2018 Local Roads Improvements Project in the amount of \$501,658.70 is hereby accepted; and
3. The Retainer held by the City of Woodbury in the amount of \$9,940.46, is hereby released to Gerald A. Barrett, LLC.

ADOPTED at a regular meeting of the Mayor and City Council of the City of Woodbury on June 24, 2020.

CITY OF WOODBURY

By: _____
Tracey Parker, Council President

ATTEST:

Daneen D. Fuss, City Clerk

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilman Johnson				
Councilman McIlvaine				
Councilwoman Miller				
Councilwoman O'Connor				
Councilwoman Reed				
Council President Parker				
Mayor Floyd				

CERTIFICATION

I, Daneen D. Fuss hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a meeting held on **June 24, 2020** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

Daneen D. Fuss, City Clerk

RESOLUTION NO. 20-107

**RESOLUTION TO APPROVE THE SUBMISSION OF A GRANT APPLICATION AND
TO EXECUTE A GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT
OF TRANSPORTATION FOR THE FY2021 MUNICIPAL AID PROJECT
HEREINAFTER KNOWN AS PROGRESS AVENUE MILLING & OVERLAY**

WHEREAS, The City of Woodbury is in need of resurfacing the roadway, including milling and overlay, removal of curb barriers at intersections, installation of bicycle-safe inlet grates, and replacing damaged or missing concrete curbing along Progress Avenue from NJ Rt. 45 to Dead-end; and

WHEREAS, the City Engineer has estimated the construction cost of the necessary improvements at approximately \$342,380 plus \$45,000 for design engineering, \$51,357.00 for construction management & inspection services, and \$2,000 for materials testing for a total amount of \$353,145; and

WHEREAS, The City of Woodbury desires to prepare plans and specifications and to issue bid documents for construction in 2021, as funds become available.

NOW, THEREFORE, BE IT RESOLVED, that Council of the City of Woodbury understands that the Progress Avenue Milling and Overlay Project will be constructed in 2021, and the City of Woodbury formally approves the grant application for the above stated project; and

BE IT FURTHER RESOLVED, that the Mayor, City Administrator, CFO, and City Clerk are hereby authorized to submit an electronic grant application identified as Application No. MA-2018-Progress Avenue-00545 to the New Jersey Department of Transportation on behalf of the City of Woodbury; and

BE IT FURTHER RESOLVED, that the Mayor, City Administrator, CFO, and City Clerk are hereby authorized to sign the grant agreement on behalf of the City of Woodbury and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

ADOPTED at the regular meeting of the Mayor and City Council of the City of Woodbury held on June 24, 2020.

CITY OF WOODBURY

By: _____
Tracey Parker, Council President

ATTEST:

Daneen D. Fuss, City Clerk

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilman Johnson				
Councilman McIlvaine				
Councilwoman Miller				
Councilwoman O'Connor				
Councilwoman Reed				
Council President Parker				
Mayor Floyd				

CERTIFICATION

I, Daneen D. Fuss hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a meeting held on **June 24, 2020** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

Daneen D. Fuss, City Clerk

RESOLUTION NO. 20-108

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY TO
ACCEPT THE PSE&G DIRECT INSTALL PROGRAM PROPOSAL TO INSTALL
LIGHTING FOR THE WOODBURY PUBLIC LIBRARY AND CITY HALL LOCATED
AT 33 DELAWARE STREET**

WHEREAS, the *City of Woodbury* desires to accept the proposal from the Public Service Electric and Gas Energy Conservation Program, in the amount of \$119,122.74 for the purpose of replacing and upgrading the lighting at the Woodbury Public Library and City Hall at 33 Delaware Street; and

WHEREAS, Public Service Electric and Gas Energy Conservation Program will subsidize 70% of the cost of the total amount proposed, equaling \$83,385.92; and

WHEREAS, the City of Woodbury accepts the responsibility to pay the balance of \$35,736.82 to Public Service Electric and Gas or its designated qualified contractor to complete all the work detailed in the proposed scope of work presented to the City's administration within 30 days of the receipt of the completed agreement; and

WHEREAS, Public Service Electric and Gas Energy Conservation Program is licensed by the New Jersey Board of Public Utilities; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for this purpose in the City of Woodbury Municipal Budget.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Woodbury, County of Gloucester and State of New Jersey on this 24th day of June, 2020, as follows:

1. The Municipal Administrator is hereby authorized and directed to sign the various applications and the agreements relating to the Public Service Electric and Gas Energy Conservation Program including relevant related documents. The specific terms of the agreement shall be subject to the approval of the City Solicitor.

2. The City Public Works Manager of the City of Woodbury shall serve as liaison between Woodbury and the New Jersey Office of Clean Energy, Direct Install, as needed; and the Chief Financial Officer shall maintain a record of the savings realized as a result of this agreement, and shall report same to Woodbury City Council upon request.

3. A copy of this Resolution, the Public Service Electric and Gas Energy Conservation Program proposal and Participation Agreement and the certifications of the Chief Financial Officer shall be placed on file in the office of the City Clerk, along with the final executed agreement, and shall be available for public inspection.

ADOPTED at a regular meeting of the Mayor and City Council of the City of Woodbury on June 24, 2020.

CITY OF WOODBURY

By: _____
Tracey Parker, Council President

ATTEST:

Daneen D. Fuss, City Clerk

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilman Johnson				
Councilman McIlvaine				
Councilwoman Miller				
Councilwoman O'Connor				
Councilwoman Reed				
Council President Parker				
Mayor Floyd				

CERTIFICATION

I, Daneen D. Fuss hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a meeting held on **June 24, 2020** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

Daneen D. Fuss, City Clerk

RESOLUTION NO. 20-109

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING
THE CITY CLERK TO ADVERTISE THE REQUEST FOR PROPOSALS FOR LAWN
MAINTENANCE IN THE CITY OF WOODBURY**

WHEREAS, the City of Woodbury("City") has prepared a proposal seeking qualified grass cutting contractors to mow properties in the City of Woodbury as needed; and

WHEREAS, the City Clerk would like to advertise the Request for Proposals on June 29, 2020, with a opening date of July

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Woodbury that the firm of **FEDERICI & AIKEN, PA** is hereby appointed Engineer for the City of Woodbury, commencing January 1, 2018 for a term of one (1) year terminating on December 31, 2018; and

THEREFORE, BE IT RESOLVED, by the City Council of the City of Woodbury that the City Clerk is hereby authorized to issue a Request for Proposals, advertise same and take any and all actions to provide the proposal packages necessary in furtherance of receiving proposals for Lawn Maintenance in the City of Woodbury.

ADOPTED at the regular meeting of the Mayor and City Council of the City of Woodbury held June 24, 2020.

TRACEY PARKER
PRESIDENT OF COUNCIL

ATTEST: _____
DANEEN D. FUSS
Clerk

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilman Johnson				
Councilman McIlvaine				
Councilman Merinuk				
Councilwoman Miller				
Councilwoman O'Connor				
Council President Parker				
Mayor Floyd				

CERTIFICATION

I, Daneen D. Fuss hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at the annual reorganization meeting held on **June 24,2020** at the Gloucester County Ceremonial Courtroom, 1 North Broad Street, Woodbury, New Jersey 08096.

Daneen D. Fuss
City Clerk

RESOLUTION NO. 20-110

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY
AUTHORIZING A CLOSED SESSION TO DISCUSS MATTERS PERTAINING TO
LITIGATION**

WHEREAS, the Open Public Meetings Act authorizes the exclusion of the public from that portion of a meeting involving matters related to personnel pursuant to *N.J.S.A. 10:4-13*; and **NOW, THEREFORE, BE IT RESOLVED** that:

1. A closed session is hereby authorized at the June 24, 2020 meeting of Mayor and Council of the City of Woodbury for the purpose of discussing personnel and items related thereto; and
2. Following completion of said discussions and any actions resulting therefrom and approval of minutes, as permissible said minutes shall be available to the public.

ADOPTED at the regular meeting of the Mayor and City Council of the City of Woodbury held June 24, 2020.

TRACEY PARKER
PRESIDENT OF COUNCIL

ATTEST: _____
DANEEN D. FUSS
Clerk

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilman Johnson				
Councilman McIlvaine				
Councilman Merinuk				
Councilwoman Miller				
Councilwoman O'Connor				
Council President Parker				
Mayor Floyd				

CERTIFICATION

I, Daneen D. Fuss hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a meeting held on **June 24, 2020** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

Daneen D. Fuss, City Clerk