

**City of Woodbury  
City Council Meeting Agenda  
Virtual Meeting**

**Link: <https://bit.ly/3a5347w>**

**August 12, 2020**

**Virtual Waiting Room Opens 6:00 p.m.  
Meeting starts 6:30 p.m.**

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**Pledge of Allegiance**

**Moment of Silent Reflection**

**Reading of the Open Public Meeting Statement**

**Roll Call**

**Approval of Minutes**

- July 22, 2020

**Open to the Public for Agenda Items**

**Resolutions, Ordinances**

**RESOLUTION NO. 20-121** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY APPOINTING AN ACTING WOODBURY CITY MUNICIPAL CLERK PURSUANT TO N.J.S.A. 40A:9-133(c)

**ORDINANCE NO. 2328-20** AN ORDINANCE AMENDING CHAPTER 190. VEHICLES AND TRAFFIC, SECTION 190-38, SCHEDULE VIII: STOP INTERSECTIONS, OF THE CODEBOOK OF THE CITY OF WOODBURY

First  
Reading

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**CONSENT AGENDA**

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**RESOLUTION NO. 20-122** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY IMPOSING LIEN(S) FOR PROPERTY MAINTENANCE PURSUANT TO MUNICIPALITY CODE §162-4

**RESOLUTION NO. 20-123** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING THE AMENDMENT OF THE PROFESSIONAL SERVICES CONTRACT WITH TRIAD ASSOCIATES BY EXTENDING THE CONTRACT TERMS TO DECEMBER 31, 2020

**RESOLUTION NO. 20-124** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING CITY ENGINEER TO ISSUE NOTICE TO BIDDERS REGARDING THE SPILLWAY REPLACEMENT PROJECT AT THE BROAD STREET LAKE DAM

**RESOLUTION NO. 20-125** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING LAND SALE OF CERTAIN BLOCKS AND LOTS WITHIN THE CITY OF WOODBURY, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

**RESOLUTION NO. 20-126** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING A CHANGE ORDER FOR THE FY2019 LOCAL ROADS IMPROVEMENT PROJECT

**RESOLUTION NO. 20-127** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING EXECUTION OF SOFTWARE LICENSE AGREEMENT WITH SPATIAL DATA LOGIC (SDL) FOR USE BY WEST DEPTFORD TOWNSHIP THROUGH THE SHARED SERVICES AGREEMENT FOR CONSTRUCTION CODE OFFICE SERVICES

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END CONSENT AGENDA

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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**

Brownfield Assessment Application Community Engagement Plan – Triad Associates

**Open to the Public**

**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.

**RESOLUTION NO. 20-121**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY  
APPOINTING AN ACTING WOODBURY CITY MUNICIPAL CLERK  
PURSUANT TO N.J.S.A. 40A:9-133(c)**

**WHEREAS**, as of August 1, 2020, a vacancy exists for the position of the City of Woodbury Municipal Clerk due to the non-reappointment of the prior City of Woodbury Municipal Clerk as of July 31, 2020; and

**WHEREAS**, the Mayor and Council of the City of Woodbury wish to appoint Cassidy Swanson as the Acting Woodbury City Municipal Clerk for a period of one (1) year pursuant to N.J.S.A. 40A:9-133(c).

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Woodbury, that:

1. Cassidy Swanson is hereby appointed Acting Woodbury City Municipal Clerk effective August 12, 2020 for a one (1) year term pursuant to N.J.S.A. 40A:9-133(c).

**ADOPTED** at a regular meeting of the Mayor and City Council of the City of Woodbury on August 12, 2020.

**CITY OF WOODBURY**

By: \_\_\_\_\_

**TRACEY PARKER**  
**President of Council**

**ATTEST:**

\_\_\_\_\_  
**CASSIDY SWANSON, Acting City 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, Cassidy Swanson 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 meeting held on **August 12, 2020** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

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Cassidy Swanson, Acting City Clerk

**ORDINANCE NO. 2328-20**

**AN ORDINANCE AMENDING CHAPTER 190. VEHICLES AND TRAFFIC, SECTION 190-38, SCHEDULE VIII: STOP INTERSECTIONS, OF THE CODEBOOK OF THE CITY OF WOODBURY**

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Woodbury, County of Gloucester and State of New Jersey as follows:

**Section 1.** Chapter 190, Vehicle and Traffic, Article XII, Schedules, Section 38, Schedule VIII: Stop Intersections, of the Code of the City of Woodbury is hereby amended by adding the following stop intersections:

Stop Sign On	At Intersection of
West Centre Street and Warner Street*	West Centre Street and Warner Street

**Section 2. Repealer:** All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

**Section 3. Severability:** Each section of this Ordinance is an independent section, and the holding of any section or part thereof to be unconstitutional, void or ineffective, shall not be deemed to affect the validity or constitutionality of any other sections or parts hereof.

**BE IT FURTHER ORDAINED** that this Ordinance shall take effect immediately upon final passage and publication as required by law

**CITY OF WOODBURY, NEW JERSEY**

By: \_\_\_\_\_  
**TRACEY PARKER, Council President**

**ATTEST:**

\_\_\_\_\_  
**CASSIDY SWANSON, Acting City Clerk**

**APPROVED:**

By: \_\_\_\_\_  
**JESSICA M. FLOYD, Mayor**

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 OF INTRODUCTION**

I, Cassidy Swanson hereby certify that the foregoing Ordinance 3228-20 was introduced to the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a regular business meeting held on **August 12, 2020** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

\_\_\_\_\_  
Cassidy Swanson, Acting City 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 OF ADOPTION**

I, Cassidy Swanson hereby certify that the foregoing Ordinance 2328-20 was adopted after public hearing by the City Council, of the City of Woodbury, in the County of Gloucester and

State of New Jersey at a regular business meeting held on **September 9, 2020** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

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Cassidy Swanson, Acting City Clerk

**RESOLUTION NO. 20-122**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY  
IMPOSING LIEN(S) FOR PROPERTY MAINTENANCE PURSUANT TO  
MUNICIPALITY CODE §162-4**

**WHEREAS**, the property owner(s) on the attached exhibit failed to maintain to their properties as required by the Code of the City of Woodbury; and

**WHEREAS**, following written (10) days notices, the property owners failed to alleviate the maintenance issues; and

**WHEREAS**, the City of Woodbury, was forced to utilize City labor, equipment and supplies and performed the required maintenance on the property; and

**WHEREAS**, pursuant to Woodbury Municipal Code, §162-4 the City Official in charge of performing such services has certified to City Council the cost of performing such maintenance as set forth in the attached exhibit; and

**WHEREAS**, the City Council has examined the certificates and found same correct.

**NOW, THEREFORE, BE IT RESOLVED** that the sums set forth on the attached exhibit shall forthwith be charged as liens upon the property as set forth on the attached exhibit and shall be added to and become and form part of the taxes next to be assessed and levied upon such dwellings and lands and shall bear interest at the same rates as taxes and shall be collected and enforced by the same officers and in the same manner as taxes.

**ADOPTED** at a regular meeting of the Mayor and City Council of the City of Woodbury on August 12, 2020.

**CITY OF WOODBURY**

\_\_\_\_\_  
**TRACEY PARKER, Council President**

ATTEST:

\_\_\_\_\_  
**CASSIDY SWANSON, Acting City 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, Cassidy Swanson 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 **August 12, 2020** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

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Cassidy Swanson, Acting City Clerk

**RESOLUTION NO. 20-123**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY  
AUTHORIZING THE AMENDMENT OF THE PROFESSIONAL SERVICES  
CONTRACT WITH TRIAD ASSOCIATES BY EXTENDING THE CONTRACT  
TERMS TO DECEMBER 31, 2020**

**WHEREAS**, the City of Woodbury appointed Triad Associates to provide Economic and Community Development Consultant Services for the City for a one year period via Resolution 19-136 on August 13, 2019; and

**WHEREAS**, the City of Woodbury wishes to continue to retain Triad Associates to provide Economic Development Consultant Services through December 31, 2020; and

**WHEREAS**, Triad Associates agreed not to exceed the budgeted contract of \$30,000.00 without administrative approval.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Woodbury hereby authorizes the amendment of the Triad Associates contract to extend the contract as adopted on August 13, 2019, through December 31, 2020

**ADOPTED** at a regular meeting of the Mayor and City Council of the City of Woodbury held on August 12, 2020.

**CITY OF WOODBURY**

\_\_\_\_\_  
**TRACEY PARKER, Council President**

ATTEST:

\_\_\_\_\_  
**CASSIDY SWANSON, Acting City 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, Cassidy Swanson 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 **August 12, 2020** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

\_\_\_\_\_  
Cassidy Swanson, Acting City Clerk

**RESOLUTION NO. 20-124**

**RESOLUTION AUTHORIZING CITY ENGINEER TO ISSUE  
NOTICE TO BIDDERS REGARDING THE  
SPILLWAY REPLACEMENT PROJECT AT THE BROAD STREET LAKE DAM**

**WHEREAS**, Federici & Akin, P.A., Engineers for the City of Woodbury are completing the Plans, Specifications and accompanying bid documents for the Spillway Replacement at the Broad Street Lake Dam (the “Project”); and

**WHEREAS**, the City Engineer recommends advertising the Notice to Bidders and proceeding with a bid opening date on or about September 16, 2020; and

**WHEREAS**, the City of Woodbury wishes to proceed in accordance with the recommendation of the City Engineer for said Project.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the City of Woodbury that the City Engineer is hereby authorized to issue Notice to Bidders, advertise same and take any and all actions to provide the bid packages necessary in furtherance of receiving bids for the Spillway Replacement at the Broad Street Lake Dam.

**ADOPTED** at the regular meeting of the Mayor and City Council of the City of Woodbury held on August 12, 2020.

**CITY OF WOODBURY**

**By:** \_\_\_\_\_  
**TRACEY PARKER**  
**President of Council**

**ATTEST:**

\_\_\_\_\_  
**CASSIDY SWANSON, Acting City 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, Cassidy Swanson 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 **August 12, 2020** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

\_\_\_\_\_  
Cassidy Swanson, Acting City Clerk

**RESOLUTION NO. 20-125**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY  
AUTHORIZING LAND SALE OF CERTAIN BLOCKS AND LOTS WITHIN THE CITY  
OF WOODBURY, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY**

**WHEREAS**, from time to time the City of Woodbury (the “City”) will offer for public sale certain City owned property located in the City of Woodbury, pursuant to N.J.S.A. 40A:12-13; and

**WHEREAS**, the following specific Blocks and Lots will be offered for public sale, which land is not needed for public purposes.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Woodbury, County of Gloucester and State of New Jersey as follows:

**Section 1.** The following Blocks and Lots shall be listed for sale with the minimum bid set forth herein:

<b><u>Block</u></b>	<b><u>Lot</u></b>	<b><u>Address</u></b>	<b><u>Minimum Bid</u></b>
95.01	22	39 Stuart St.	\$25,000.00
119	24.01	71 Curtis Ave.	\$45,000.00
102	12.01	79 Nelson Ave.	\$500.00
168	461	Deptford Ave.	\$500.00

**Qualifications for Purchase:** All purchasers must be 18 years of age or older.

**The following restrictions apply:** Successful participants are subject to the following restrictions and covenants:

1. The property is being sold in the existing as-is condition.
2. The property is sold under and subject to any and all easements,

restrictions and covenants of record.

3. The property is being sold subject to all existing City of Woodbury Zoning and Land Use Laws.
4. The successful bidder shall be responsible to demolish the improvements on the property (i.e., if land is not vacant) within one (1) year of the date of sale and/or repair the improvements per the Uniform Construction Code and/or any local municipal code requirements and obtain a Certificate of Occupancy within one (1) year of the date of sale. If not, then the property shall revert back to the City of Woodbury.
5. The successful bidder shall not be permitted sell the lot until the successful bidder has paid the City the full purchase price.

**Term of Sale:** The following terms apply to the purchase of the property:

- a. At the conclusion of the bidding, the property will be struck off and sold to the highest bidder. The said highest bidder will then immediately pay to the City Clerk a non-refundable deposit in the amount of ten (10%) percent of the sale price in cash, certified check or bank check. Upon payment of the said ten (10%) percent deposit, the Mayor and Council shall adopt a Resolution confirming the sale to said bidder for said price.
- b. Within thirty (30) days of confirmation of sale, the purchaser shall pay the balance of the purchase price in full together with all legal and advertising expenses, at which time the City will execute and deliver to the purchaser a Quit Claim deed conveying ownership of the property.
- c. If the purchaser fails to make such payment within such thirty (30) day

period, he shall be in default, as a result of which his 10% deposit shall be forfeited to the City and the sale shall be void.

- d. The Mayor and Council of the City of Woodbury reserve the right to reject any and all bids for any reason whatsoever.
- e. The purchaser, regardless of the method of payment used, shall pay all closing costs, fees for preparation of deeds, or other transfer documents, escrow fees, if any, and all recording fees.
- f. The City Clerk is hereby authorized to publish notice of this public land sale.

**ADOPTED** at the regular meeting of the Mayor and City Council of the City of Woodbury held on August 12, 2020.

**CITY OF WOODBURY**

By: \_\_\_\_\_  
**TRACEY PARKER,**  
**President of Council**

**ATTEST:**

\_\_\_\_\_  
**CASSIDY SWANSON, Acting City 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, Cassidy Swanson 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 meeting held on **August 12, 2020** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

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Cassidy Swanson, Acting City Clerk

**RESOLUTION NO. 20-126**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY  
AUTHORIZING A CHANGE ORDER FOR THE FY2019 LOCAL ROADS  
IMPROVEMENT PROJECT**

**WHEREAS**, the City of Woodbury (Woodbury), with its principal place of business at 33 Delaware Street, Woodbury, New Jersey 08096, entered into a contract with Arawak Paving Co. Inc. of Hammonton, New Jersey for the FY2019 Local Roads Improvement Project, the “Project”, by Resolution 20-62 for the contract amount of \$220,800.00; and

**WHEREAS**, the Change Order is required to reconcile the additional cost of the contract pay items based on completion of the additional work by the Contractor as directed by the City Engineer, as set forth in the attached Change Order dated August 3, 2020; and

**WHEREAS**, the final contract price including the Change Order is \$226,400.00 resulting in an overall increase in the original contract price of \$5,600.00, or 2.54%; and

**WHEREAS**, such additions have been reviewed and approved by the City Engineer; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this change order under Ordinance 2312-19, Capital Line Item C-04-19-312-010

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Woodbury that the Mayor is hereby authorized to execute the attached Change Order No. 1 to the contract with Arawak Paving Co., Inc. for the FY 2019 Local Roads Improvement Project.

**ADOPTED** at a regular meeting of the Mayor and City Council of the City of Woodbury held on August 12, 2020.

**CITY OF WOODBURY**

By: \_\_\_\_\_  
**TRACEY PARKER, Council President**

ATTEST:

\_\_\_\_\_  
**CASSIDY SWANSON, Acting City Clerk**

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

**CERTIFICATION**

I, Cassidy Swanson 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 **August 12, 2020** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

\_\_\_\_\_  
Cassidy Swanson, Acting City Clerk

**RESOLUTION NO. 20-127**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY  
AUTHORIZING EXECUTION OF SOFTWARE LICENSE AGREEMENT WITH  
SPATIAL DATA LOGIC (SDL) FOR USE BY WEST DEPTFORD TOWNSHIP  
THROUGH THE SHARED SERVICES AGREEMENT FOR CONSTRUCTION CODE  
OFFICE SERVICES**

**WHEREAS**, the Construction Code Office of the City of Woodbury is handled through a Shared Service Agreement by the Township of West Deptford; and

**WHEREAS**, the Township of West Deptford has purchased a software system through Spatial Data Logic (“SDL”) to convert existing construction code operations; and

**WHEREAS**, said software is specific for each of the respective municipalities and thereby requires a separate Software Licensing Agreement to be executed by each party; and

**WHEREAS**, the City of Woodbury is in agreement to execute the Software Licensing Agreement with SDL.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Woodbury, County of Gloucester and State of New Jersey as follows:

1. That the City Council does hereby approve and authorize the execution of the Software Licensing Agreement between the City of Woodbury and Spatial Data Logic for use by the Township of West Deptford under the Shared Services Agreement.
2. That the Mayor, Council President and/or City Administrator be and is hereby authorized to execute said Software Licensing Agreement on behalf of the City of Woodbury.

**ADOPTED** at the regular meeting of the Mayor and City Council of the City of Woodbury held on August 12, 2020.

**CITY OF WOODBURY**

By: \_\_\_\_\_  
**TRACEY L. PARKER,**  
President of Council

**ATTEST:**

\_\_\_\_\_  
**CASSIDY SWANSON, Acting City 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, Cassidy Swanson 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 meeting held on **August 12, 2020** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

\_\_\_\_\_  
Cassidy Swanson, Acting City Clerk