

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

January 26, 2022

Virtual Waiting Room Opens 6:00 p.m.

Meeting starts 6:30 p.m.

Zoom Link: <https://bit.ly/3nMFN2q>

Zoom Passcode: CCJAN26

Telephone Call: 1-301-715-8592

Telephone Webinar ID: 828 6401 6651

Telephone Passcode: 7297716

Pledge of Allegiance

Moment of Silent Reflection

Reading of the Open Public Meeting Statement

Roll Call

Approval of the Minutes

- September 22, 2021
- October 13, 2021
- November 9, 2021

Open to the Public for Agenda Items

Ordinances

ORDINANCE NO. 2353-22 AN ORDINANCE AMENDING CHAPTER 3, ADMINISTRATION OF GOVERNMENT, ARTICLE IV, STANDING COMMITTEES, SECTION 18, ESTABLISHMENT

First
Reading

Resolutions

CONSENT AGENDA

RESOLUTION NO. 22-48 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING THE EXECUTION OF A CONTRACT FOR PROFESSIONAL SERVICES WITH TRIAD ASSOCIATES TO PROVIDE ASSISTANCE TO THE CITY FOR SUBMITTING AN GRANT APPLICATION TO THE DEPARTMENT OF HOMELAND SECURITY ON BEHALF OF THE CITY OF WOODBURY

RESOLUTION NO. 22-49 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY RATIFYING AND CONFIRMING RULES AND REGULATIONS FOR THE YEAR 2022

RESOLUTION NO. 22-50 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY APPOINTING MEMBERS TO THE GREEN TEAM ADVISORY COMMITTEE FOR YEAR 2022

RESOLUTION NO. 22-51 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY APPOINTING COUNCILPERSON TO THE PLANNING/ZONING BOARD

RESOLUTION NO. 22-52 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AWARDING A CONTRACT TO GERALD A. BARRETT, LLC FOR THE FY 2014 GREEN ACRES PROJECT STEWART LAKE PARK IMPROVEMENTS – PEDESTRIAN PATH PHASE 1

RESOLUTION NO. 22-53 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY TO AUTHORIZE THE ADJUSTMENT OF TAXES DUE TO ASSESSMENT ERROR ON BLOCK 31.02 LOT 16 - 98 N COLUMBIA ST

END CONSENT AGENDA

Motion for Approval to Pay the Listed Vouchers

Unfinished Business

New Business

- Approval to go out for an RFP for a Banking Institution
- Approval to go out for an RFP for a Deferred Compensation Plan Provider
- Approval to go out for an RFP for the Development of a Operations Efficiency & Preliminary Management Plan

Public Discussion – Cannabis Operational Ordinances in Woodbury

Please see the attached notice detailing this Public Discussion Portion

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.

Public Discussion About Cannabis Operational Ordinances in Woodbury

On January 26, Woodbury City Council will have an open public discussion session **during the City Council meeting** to hear public comments on forthcoming cannabis commerce ordinances. To inform this discussion, please reference the outline below, and also attached ordinances from other towns.

Outline

- Hours of operation
- Application fees
- Annual license fee to the town
- Maximum licenses per class for the town.
- Taxes collected on cannabis sales

Ordinance Examples

- [City of Bayonne](#)
- [City of Vineland](#)
- [Borough of Butler](#)
- [Borough of Freehold](#)
- [Borough of Haledon](#)

CITY OF WOODBURY, NEW JERSEY

ORDINANCE NO. 2353-22

**AN ORDINANCE AMENDING CHAPTER 3, ADMINISTRATION OF GOVERNMENT,
ARTICLE IV, STANDING COMMITTEES, SECTION 18, ESTABLISHMENT**

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 3, Administration of Government, Article IV, Standing Committees, Section 18, Establishment, of the Code of the City of Woodbury is hereby amended by re-naming the title of the section to read as follows:

“Chapter 3, Administration of Government, Article IV,
Committees, Section 18, Establishment”

Section 2. Chapter 3, Administration of Government, Article IV, Standing Committees, Section 18, Establishment, of the Code of the City of Woodbury, is hereby amended to read as follows:

18. The Committee(s) of City Council, consisting of three members each, unless otherwise approved by City Council, shall be established annually by Resolution at the Annual Reorganization Meeting of the City of Woodbury.

Section 3. Repealer: All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

Section 4. 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

[SEAL]

By: _____
REED A. MERINUK,
President of Council

ATTEST:

CASSIDY L. SWANSON,
Acting City Clerk

APPROVED:

By: _____
PEG SICKEL,
Mayor

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilman Miller				
Councilwoman Miller				
Councilwoman O'Connor				
Councilman Pizarick				
Council President Merinuk				
Mayor Sickel				

CERTIFICATION OF INTRODUCTION

I, Cassidy L. Swanson hereby certify that the foregoing Ordinance No. 2353-22 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 **January 26, 2022** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

Cassidy L. Swanson, Acting City Clerk

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilman Miller				
Councilwoman Miller				
Councilwoman O'Connor				
Councilman Pizarick				

Council President Merinuk				
Mayor Sickel				

CERTIFICATION OF ADOPTION

I, Cassidy L. Swanson hereby certify that the foregoing Ordinance 2353-22 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 **February 9, 2022** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

Cassidy L. Swanson, Acting City Clerk

RESOLUTION NO. 22-48

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY
AUTHORIZING THE EXECUTION OF A CONTRACT FOR PROFESSIONAL
SERVICES WITH TRIAD ASSOCIATES TO PROVIDE ASSISTANCE TO THE CITY
FOR SUBMITTING AN GRANT APPLICATION TO THE DEPARTMENT OF
HOMELAND SECURITY ON BEHALF OF THE CITY OF WOODBURY**

WHEREAS, the Department of Homeland Security (hereinafter “DHA”), in cooperation with the Federal Emergency Management Agency (hereinafter “DHA”) has presented a federal grant opportunity titled Staffing For Adequate Fire and Emergency Response (hereinafter “SAFER”); and

WHEREAS, the City of Woodbury (hereinafter “City”) has found needs within the municipality which are eligible for submission for said funding; and

WHEREAS, the City desires to increase and/or maintain the number of trained, “front line” firefighters within the Woodbury Fire Department; and

WHEREAS, Triad Associates, the City’s appointed Grant Consultant, has provided a proposal to assist the City with the submission of an application to secure grant funding.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Woodbury, that the City Council does hereby approve a contract with Triad Associates to assist the City with submitting an application to the Department of Homeland Security and the Federal Emergency Management Agency at a cost not to exceed \$5,500; and

BE IT FURTHER RESOLVED that the City Administrator, Mayor, or Council President are hereby authorized to execute said contract for services with Triad Associates on behalf of the City of Woodbury.

ADOPTED at a regular meeting of the Mayor and City Council of the City of Woodbury on January 26, 2022.

CITY OF WOODBURY

By: _____

**REED A. MERINUK,
President of Council**

ATTEST:

**CASSIDY L. SWANSON,
Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilwoman Miller				
Councilman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

CERTIFICATION

I, Cassidy L. 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 **January 26, 2022** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

Cassidy L. Swanson,
Acting City Clerk

RESOLUTION NO. 22-49

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY
RATIFYING AND CONFIRMING RULES AND REGULATIONS FOR THE YEAR 2022**

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

1. That until further order by the City Council within the provisions of its own by-laws, the business of the Council will be conducted under Robert's Rule of Order.

2. That the committees of the City Council are hereby established as follows:

- Cannabis Ad Hoc
- Community Events & Development
- Diversity, Equity, Inclusion
- Economic Development
- Finance
- Green Team
- Hiring Committee for Administrator Ad Hoc
- Parks & Recreation
- Public Safety
- Public Works
- School Board Liaison

3. No by-laws, rules of order of Council shall be suspended, altered or amended unless such suspensions, alterations or amendments shall have been presented at a regular or special meeting and adopted at the next meeting by a majority of Council provided, however, that any rule of order of Council may be suspended whenever two-thirds of the members consent thereto, provided further that by unanimous consent of the City Council, any rule may be suspended temporarily at any time except matters controlled by statute.

This resolution shall take effect immediately.

ADOPTED at a regular meeting of the Mayor and City Council of the City of Woodbury on January 26, 2022.

CITY OF WOODBURY

By: _____

**REED A. MERINUK,
President of Council**

ATTEST:

CASSIDY L. SWANSON,
Acting City Clerk

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilwoman Miller				
Councilman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

CERTIFICATION

I, Cassidy L. 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 **January 26, 2022** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

Cassidy L. Swanson,
Acting City Clerk

RESOLUTION NO. 22-50

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY
APPOINTING MEMBERS TO THE GREEN TEAM ADVISORY COMMITTEE FOR
YEAR 2022**

WHEREAS, the Mayor and Council of the City of Woodbury strive to save tax dollars, assure clean air and water, improve working and living environments to build a community that is sustainable economically, environmentally and socially; a community which would thrive well into the new century; and

WHEREAS, the Mayor and Council of the City of Woodbury wishes to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

WHEREAS, in an attempt to focus attention on "Green" issues, Woodbury's Mayor and Council wishes to appoint a Green Team Advisory Committee (GTA) for 2022; and

WHEREAS, the Mayor and Council of the City of Woodbury wants to continue the process of focusing on "Green" issues by appointing the Green Team for 2022.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Woodbury that the following persons are hereby appointed to the Green Team Advisory Committee for 2022 and are eligible to serve until December 31, 2022 or until replaced by Resolution of Council:

Cassidy Swanson	Woodbury City Clerk – Clean Communities Coord.
Rich Leidy	Woodbury Director of Public Works & Recycling Coord.
Peg Sickel	Mayor
Donna Miller	City Council Member & Resident
Karlene O'Connor	City Council Member & Resident
Tom Pisarcik	City Council Member & Resident
Robert Law	Grants Coordinator
Thomas F. Dukelow	Volunteer

BE IT FURTHER RESOLVED, by the Mayor and Council of the City of Woodbury that the Mission, Goals and Objectives for the Green Team through December 31, 2022 are established as follows:

Woodbury's Green Team Mission

As the first City in the US to institute mandatory curb side pick-up of recyclables, the City of Woodbury will continue its dedication to "Go Green" by joining other Sustainable Jersey municipalities. In doing so, we as the Woodbury Green Team will be the catalysts to promote, encourage, initiate and support activities that generate reusing, recycling or reducing energy

consumption in all areas of the City's operations and advocate for these activities throughout the City so all businesses and residents are inspired to participate.

Woodbury Green Team's Goals for 2022

1. Achieve Sustainable Jersey Silver Certification by the end of 2022.
2. Continue to promote the 'Be In the Green' Direct Install Program to all Woodbury businesses.
3. Conduct an annual Arbor Day ceremony involving students, families, Mayor and Council Members.
4. Conduct an annual Shred Event to provide our residents a secure process for disposing and recycling their confidential documents.
5. Educate our students and residents as to the virtues and benefits of recycling.
6. Implement a responsible program for replanting of trees along our City streets.
7. Where possible pursue grants to offset the costs of providing these programs to our residents, and

ADOPTED at a regular meeting of the Mayor and City Council of the City of Woodbury on January 26, 2022.

CITY OF WOODBURY

By: _____

**REED A. MERINUK,
President of Council**

ATTEST:

**CASSIDY L. SWANSON,
Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilwoman Miller				
Councilman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

CERTIFICATION

I, Cassidy L. 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 **January 26, 2022** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

Cassidy L. Swanson,
Acting City Clerk

RESOLUTION NO. 22-51

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY
APPOINTING COUNCILPERSON TO THE PLANNING/ZONING BOARD**

WHEREAS, there exists a need for a Councilperson to be appointed as a representative to the Planning/Zoning Board of the City of Woodbury.

NOW, THEREFORE, BE IT RESOLVED that **COUNCILMAN WILLIAM FLEMING** be appointed as the Council Representative to the Planning/Zoning Board for the year 2022.

ADOPTED at a regular meeting of the Mayor and City Council of the City of Woodbury on January 26, 2022.

CITY OF WOODBURY

By: _____

**REED A. MERINUK,
President of Council**

ATTEST:

**CASSIDY L. SWANSON,
Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilwoman Miller				
Councilman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

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Cassidy L. Swanson,
Acting City Clerk

RESOLUTION NO. 22-52

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY
AWARDING A CONTRACT TO GERALD A. BARRETT, LLC FOR THE
FY 2014 GREEN ACRES PROJECT
STEWART LAKE PARK IMPROVEMENTS – PEDESTRIAN PATH PHASE 1**

WHEREAS, the City Clerk and Engineer received bids on January 18, 2022 for the FY 2014 Green Acres Project – Stewart Lake Park Improvements – Pedestrian Path Phase 1, as set forth below:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alt. B</u>	<u>Total Amount</u>
Gerald A. Barrett, LLC	\$347,448.54	\$15,651.45	\$363,099.99
Vulcan Construction	\$353,547.10	\$10,000.00	\$363,547.10
Byrd Dog Paving	\$366,052.89	\$6,000.00	\$372,052.89
Mount Construction	\$395,425.00	\$15,000.00	\$410,425.00
CTX Infrastructure	\$410,805.50	\$25,000.00	\$435,805.50
Capela Construction	\$421,110.00	\$20,000.00	\$441,110.00
Command Co., Inc	\$459,259.50	\$24,000.00	\$483,259.50
Waters & Bugbee	\$739,214.35	\$51,955.00	\$791,169.35

WHEREAS, the City Engineer has reviewed the bids received and by correspondence dated January 20, 2022, has recommended award of the contract for the Base Bid and Alternate B to Gerald A. Barrett, LLC for the total bid amount of \$363,099.99; and

WHEREAS, the low bid is compliant in all material non-waivable respects and the amount is consistent with the Engineer’s Estimate; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this project.

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

1. The contract is hereby awarded to Gerald A. Barrett, LLC for FY 2014 Green Acres Project – Stewart Lake Park Improvements – Pedestrian Path Phase 1 in the total bid amount of \$363,099.99.
2. The Mayor and/or Administrator is hereby authorized to execute a contract in accordance with the project specifications, the afore-described bid, and the within Resolution.

ADOPTED at a regular meeting of the Mayor and City Council of the City of Woodbury on January 26, 2022.

CITY OF WOODBURY

By: _____

**REED A. MERINUK,
President of Council**

ATTEST:

**CASSIDY L. SWANSON,
Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilwoman Miller				
Councilman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

CERTIFICATION

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Cassidy L. Swanson,
Acting City Clerk

RESOLUTION NO. 22-53

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY TO
AUTHORIZE THE ADJUSTMENT OF TAXES DUE TO ASSESSMENT ERROR ON
BLOCK 31.02 LOT 16 - 98 N COLUMBIA ST**

WHEREAS; The owner of block 31.02 Lot 16 known as 98 N Columbia St. was approved for a partial exemption due to being approved as a 100% Disabled Veteran; and

WHEREAS; The 2021 tax list does not reflect this partial exemption which resulted in the 2022 preliminary tax bill to receive an erroneous billing based on the full assessed value and in order to correct this oversight is due a tax adjustment.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, that the Tax Collector is hereby authorized to make such adjustments as follows:

<u>Block/Lot/Address</u>	<u>2021 Assessment</u>	<u>2022 Assessment</u>	<u>Assessment Adjustment</u>	<u>2022 Tax Adjustment</u>
31.02/16	54,100	21,600	32,500	
98 N Columbia St.	152,100	60,800	91,300	\$1392.13- 1 st qt 2022
	206,200	82,400	123,800	\$1392.13- 2 nd qt 2022

ADOPTED, at a regular meeting of the Mayor and City Council held on January 26, 2022.

CITY OF WOODBURY

By: _____

**REED A. MERINUK,
President of Council**

ATTEST:

**CASSIDY L. SWANSON,
Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilwoman Miller				
Councilman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

CERTIFICATION

I, Cassidy L. 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 **January 26, 2022** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

Cassidy L. Swanson,
Acting City Clerk