

City of Woodbury
City Council Meeting Agenda
Virtual Meeting
March 23, 2022
Waiting room opens at 6:00 p.m.
Meeting starts 6:30 p.m.

The meeting of March 23, 2022, was called to order by Council President Pro Tempore Hagerty at 6:33 pm. Council President Pro Tempore Hagerty led the Pledge of Allegiance followed by a Moment of Reflection.

Open Public Meeting Statement

Ms. Swanson read the Open Public Meetings Act Statement. This is a regular meeting of the City Council of the City of Woodbury. Due notice of this regular meeting provided to the press and public by posting and publication of Resolution #22-04 adopted at the 2022 Reorganization Meeting on January 5, 2022. Also, notice of the public meeting was advertised in the newspaper and posted on the City web page for the public.

Roll Call:

Present: Councilwoman Carter, Councilman Fleming, Council President Pro Tempore Hagerty, Councilwoman Harwell, Councilwoman Miller, Councilman Miller, Councilman Pisarcik, Mayor Sickel

Absent: Councilwoman O'Connor, Council President Merinuk

Others Present: Acting City Clerk, Cassidy Swanson; Solicitor, Tim Scaffidi; Police Chief, Thomas Ryan; Engineer, Paul Breier; Chief Financial Officer, Robert Law; Housing Official, John Leech; Interim City Administrator, Len Sossamon.

Presentations and Discussions

Council President Pro Tempore Hagerty introduced Assemblyman Bill Moen, who read and presented Jami Saraullo of Special Events for Special Kids (SE4SK) a Joint Ceremonial Resolution by the New Jersey State Senate and General Assembly for her dedication to volunteer work in the Woodbury community.

Mayor Sickel read and presented Jami Saraullo of SE4SK with a proclamation for her dedication to volunteer work in the Woodbury community.

Mayor Sickel read and presented Stephania Olvera Carrillo a certificate for being the City of Woodbury's finalist in the New Jersey League of Municipalities Louis Bay 2nd Future Municipal Leaders Scholarship Competition. Stephania was accompanied by her parents and.

Council President Pro Tempore Hagerty announced a 5-minute recess.

Recess began at 6:44 pm

Recess ended at 6:40 pm

Open to the Public for Agenda Items

Council President Pro Tempore Hagerty stated the meeting will be opened to the public for agenda items only. Council President Pro Tempore Hagerty reminds everyone that each agenda item does have to get read aloud. Councilman Fleming made a motion to open to the public, seconded by Councilwoman Harwell. Motion approved by unanimous voice vote. Ms. Swanson then read the titles of the Resolutions. Ms. Swanson went on to inform the public that at this time they can come up to the podium to be heard at this time.

Patrick Duff – 1615 Garden St., Haddon Heights –Mr. Duff expressed his disappointment to see Resolution No. 22-70 and Resolution 22-71 on the agenda. He asked who the City’s attorney is. Mr. Scaffidi responded. Mr. Duff expressed his displeasure with the application process for a cannabis license, the fee associated with the application and the lack of communication via email from the Mayor and Council to himself and his lawyer.

Jared Hunter – 39 High St. – Mr. Hunter asked for clarification on Resolution No. 22-75. Mr. Law responded.

Hearing no one, Councilman Fleming made a motion to close to the public, seconded by Councilman Miller. Motion approved by unanimous voice vote.

Ordinances

ORDINANCE NO. 2359-22 CALENDAR YEAR 2022 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14) Councilman Fleming presented the above titled ordinance. Ms. Swanson read the title of the Ordinance. Councilman Fleming moved to open to the public on Ordinance 2359-22, seconded by Councilman Miller.

Hearing no one, Councilman Fleming made a motion to close to the public on Ordinance 2359-22, Seconded by Councilwoman Harwell.

Councilman Fleming made a motion to adopt Ordinance 2359-22, seconded by Councilwoman Harwell.

Motion approved via roll call vote resulting in the following;

Ayes 7 Councilwoman Carter, Councilman Fleming, Councilman Hagerty, Councilwoman Harwell, Councilwoman Miller, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 2 Councilwoman O’Connor, Council President Merinuk

Abstain 0

Resolutions

RESOLUTION NO. 22-70 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY IN SUPPORT OF APPLICATION FOR A CLASS 5 CANNABIS RETAIL FACILITY WITHIN THE CITY OF WOODBURY (NOVA FARMS WOODBURY, LLC) Councilman Fleming presented the above titled resolution. Ms. Swanson read the title of the resolution Councilman Fleming made a motion to adopt Resolution 22-70, seconded by Councilman Miller.

Motion approved via roll call vote resulting in the following;

Ayes 7 Councilwoman Carter, Councilman Fleming, Councilman Hagerty, Councilwoman Harwell, Councilwoman Miller, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 2 Councilwoman O'Connor, Council President Merinuk

Abstain 0

RESOLUTION NO. 22-71 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY IN SUPPORT OF APPLICATION FOR A CLASS 5 CANNABIS RETAIL FACILITY WITHIN THE CITY OF WOODBURY (BESTBUDS, LLC) Councilman Fleming presented the above titled resolution. Ms. Swanson read the title of the resolution Councilman Fleming made a motion to adopt Resolution 22-71, seconded by Councilman Miller.

Motion approved via roll call vote resulting in the following;

Ayes 7 Councilwoman Carter, Councilman Fleming, Councilman Hagerty, Councilwoman Harwell, Councilwoman Miller, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 2 Councilwoman O'Connor, Council President Merinuk

Abstain 0

CONSENT AGENDA

RESOLUTION NO. 22-72 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING PLACE-TO-PLACE TRANSFER OF PLENARY RETAIL CONSUMPTION LICENSE NO. 0822-33-003-010 (POCKET LICENSE)

RESOLUTION NO. 22-73 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY DECLARING MARCH 15 AS EQUAL PAY DAY IN THE CITY OF WOODBURY

RESOLUTION NO. 22-74 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY APPOINTING A PART-TIME INTERIM FIRE MARSHAL/FIRE OFFICIAL FOR THE CITY OF WOODBURY

RESOLUTION NO. 22-75 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER ONE REQUIREMENTS

RESOLUTION NO. 22-76 RESOLUTION TO ADOPT EMERGENCY TEMPORARY APPROPRIATIONS FOR THE YEAR 2022

END CONSENT AGENDA

Councilman Fleming made a motion to adopt the Consent Agenda as read at the beginning of the meeting, seconded by, Councilman Miller.

Motion approved via roll call vote resulting in the following;

Ayes 7 Councilwoman Carter, Councilman Fleming, Councilman Hagerty, Councilwoman Harwell, Councilwoman Miller, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 2 Councilwoman O'Connor, Council President Merinuk

Abstain 0

RESOLUTION NO. 22-77 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING EXECUTION OF ANY AND ALL DOCUMENTS NECESSARY FOR PARTICIPATION IN THE LOW-INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP) Councilman Fleming presented the above titled resolution. Ms. Swanson read the title of the resolution Councilman Fleming made a motion to adopt Resolution 22-77, seconded by Councilwoman Harwell.

Motion approved via roll call vote resulting in the following;

Ayes 7 Councilwoman Carter, Councilman Fleming, Councilman Hagerty, Councilwoman Harwell, Councilwoman Miller, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 2 Councilwoman O'Connor, Council President Merinuk

Abstain 0

Councilman Fleming made a motion to approve the list of bills and vouchers, seconded by Councilman Miller. Motion approved by unanimous voice vote.

Lead Service Lines Presentation

Councilman Fleming presented a report on Lead Service Lines:

In July 2021 the Governor signed the Lead Service Line Replacement Law that requires the Woodbury water utility to replace all lead/galvanized service lines by 2031.

Additionally, last year USEPA updated the National Primary Drinking Water Regulations addressing the control of lead and copper, including lead service line replacements.

The first step in the replacement process is to create an inventory, which the City has already started, and submitted initially to the NJDEP and posted on the website. The inventory is to be finalized by 2024. We'll come back to this. But, before we get into what's required, let's go over a little background information.

Lead is not naturally occurring in most water sources. It gets into water through the process of corrosion (dissolving) from lead and galvanized pipes, fittings (brass), leaded solder, and fixtures (brass) that contain lead. Lead was banned from use in 1986/1987, so construction after 1988 is generally considered lead free and unaffected.

Corrosion of lead into drinking water is impacted by a number of factors related to water chemistry, including but not limited to:

- Lead content of the materials
- Water Temperature
- Water Hardness
- Water pH or Acidity

Woodbury does not have a problem with lead in our drinking water. Year after year the City samples at the taps of 30 locations throughout the City and the analytical results for lead are "Non-Detect". This had been reported annually in the Consumer Confidence Report provided to customers.

However, this doesn't mean that lead/galvanized pipes, brass fittings, leaded solder, and brass fixtures don't exist in the City. The non-detect analytical results likely occur from Woodbury's non-corrosive water quality. This is in evidence when we cut open pipes and see the build-up of calcium that coats the inside of pipes, fixtures, and fittings. This coating generally prevents lead from dissolving into the water.

Nonetheless, as was mentioned earlier, the NJDEP and USEPA are requiring that we inventory and replace lead and galvanized service lines. The NJ state law further requires the inventorying and replacement of lead/galvanized service lines by the City including both the public and the private side of the service line - from the water main in the street to the structure's foundation.

- Review diagram of service lateral
- Review likely locations for lead and galvanized components

Based on our current number of accounts the City has just under 3,300 service lines. We have **estimated** there are about 500 to 1,000 service laterals potentially with lead

goosenecks or pigtails on the public side. However, the service lines for all 3,300 private side are unknown materials – that is, from the curb stop to the foundation.

How do we finish the inventory by 2024? Where the materials are unknown, we are going to have to expose (dig-up) the service to determine the materials. This may be necessary at three locations for each service line.

1. The goosenecks and public portions of the laterals that are out in the street. The goosenecks are going to be the hardest to expose and eventually replace.
 - Review diagram of what's under the street.
 - Even to dig a small hole, we'll need mark-out for all underground utilities and when a service is replaced, the new copper or plastic service will need to avoid the other existing utilities.
 - Traffic control will be needed at many locations.
2. The curb stop and the private portion of services generally start at curb and cross lawns and landscaping to reach the foundation. We would generally try to expose the service line at the curb stop to observe the fittings and pipe on both sides of the curb stop.
3. The service lateral entering the house connects to the water meter, and it is generally observable by the homeowner or by City water personnel from inside the house.

We can use vacuum type soft-dig techniques and contractors to expose the service lateral at the appropriate locations (locations 1 and 2 above) and this will help avoid having to dig a large hole with a backhoe either in the middle of street or at the curb stop that would disturb curb and sidewalk.

However, our PWD does not have the equipment or spare personnel to accomplish this by 2024, although this capability could be acquired by PWD. It could also be contracted out. In either case, if 10 locations per day were addressed, it would take 330+ days to address all 3,300 service laterals. The daily cost for a crew to do this might be \$1,000 per day. We may be able to reduce these costs and need to learn from others what's been used and successful (e.g., Newark and Trenton).

We should use robust digital technology methods (hardware and software) involving a database with office and field interfaces and cloud connectivity to manage the inventory information and eventually to keep track of the lateral replacements.

Estimating that we might need to replace 1,000 laterals at \$2,000 each +/-, we would be looking at a cost of \$2 million.

The real point is that we have some work to do to figure out first and foremost how to address the inventory step and the service replacement step - particularly how we are going to fund them. We don't want to miss out on grant funds that may become available.

Joe Noverati– 52 Progress Ave.– Mr. Noverati asked if the curb stop Councilman Fleming referenced in his presentation was referring to the key? Councilman Fleming responded. He explained how his key is right next to his sewer line and expressed his concern about this when they replace the pipe. Mr. Noverati asked if there a plan in place if the terracotta sewer lines are damaged. Councilman Fleming answered.

Committee Reports

Councilman Hagerty - Economic Development – Councilman Hagerty reported that Charlie Brown’s has activity, and they will be opening in April.

Report of the Mayor

Mayor Sickel thanked City Council for passing Resolution No. 22-73, declaring March 15 as Equal Pay Day as this issue is very important to her. She welcomed and introduced the Woodbury Fire Department Chief, Brian Hauss.

Report of the Clerk

Ms. Swanson stated she is in receipt of a raffle application from Holy Angels Catholic School for their Spring Fling, and asked Council, if they approve, to pass a motion approving the raffle application being sent to the State of New Jersey under New Business.

Department Reports

Chief Hauss – Woodbury Fire Department – Chief Haus presented the following report:

Call Log: January to Present 2022

Total Dispatches: 92

Structures: 15

MVCs: 11

Alarm Systems: 38

Vehicle Fire: 1

Brush: 3

CO/Fumes: 4

EMS Assist: 4

Incidental: 13

Working Fires: 2

Extrications: 0

AM (0600-1800): 54

PM (1800-0600): 38

Station Response: 30

Duty Crew Response: 62

First Arriving Unit Average Response Time: 3 Minutes 32 Seconds

Average number of volunteer personnel responding –

Notes:

New Shifts have started on March 21st staffing the Fire station 24 hours a day on a rotating 12-hour schedule with three personnel per shift

Ordered three new sets of turnout gear and T-Shirts and Sweatshirts for members

Ordering new Uniforms for the Full-Time Career Staff to appear more presentable when dealing with public

Standard Operating Guidelines have been developed and will be presented for review by the Council once the new ordinance is in effect; however, I have had all members sign off that they Acknowledge that they will operate under the SOGs once they are in place.

All returning volunteers, as well as part time and career staff have submitted to a baseline physical meeting the NFPA 1582 standard.

All members have submitted to a Respiratory Protection Fit Test per state guidelines

All members have completed an on-line mandatory training program encompassing, Bloodborne Pathogens, HAZCOM, Hazmat Awareness and Community Right to Know.

Met with Public Works Supervisor about developing a list of jobs to be completed by Career Staff while on duty.

There have been changes to the response plan to include serious incidents and incidental responses. These calls categories will allow for certain incidents to be handled by the in-station staff and not require a mandatory response from volunteers, while the major incidents would require a response from volunteers.

NFIRS reports are up to date, and monthly and yearly percentages are attached.

Membership:

11 members have returned to be active volunteer members.

Training Report:

All members have completed mandatory training.

There will be Live Burn Smokehouse Training at Camden County on April 27. This is a mandatory training course.

All members are being re-trained and requalified on all apparatus meeting the standards set in the proposed Apparatus Training SOG.

A Training Schedule will be developed for volunteer members to attend 24 training sessions a year on Tuesday Nights; however, the in-station staff is required to perform training during every shift and if volunteer members are unable to attend the Tuesday Night Training they will be able to attend an on-shift training session.

Chief Ryan – Woodbury City Police Department – Chief Ryan explained there is now a Gloucester County Women Law Enforcement Agency and that he just attended their meeting. Great event. Officer Brierley, Officer Morris, and Captain Marro attended. Captain Marro is one of the two founding members of the agency. Chief Ryan is excited to see what they accomplish. He announced a mentoring program for new females in the profession or an issue that would benefit from a female perspective. Captain Marro and Officer Morris are two mentors from the Woodbury City Police Department. Chief Ryan applauded Chief Hauss's proactive approach.

Mr. Breier – Engineer – Mr. Breier stated that the Hunter Street resurfacing pre-construction meeting is scheduled for Monday, March 28th, and work should begin shortly. In 2016, we applied for a NJDOT grant for South Maple Avenue and were denied. We reapplied in 2020 and we just got awarded \$300,000 to repave South Maple Avenue. He reported that Lineman Avenue has been paved and leveled. He is hopeful the street will stay in good condition until it is ready for construction. The Stewart Lake Park, Green Acres Project is looking to start in 2 to 3 weeks. Hunter pre con meeting scheduled Monday starting right after. Dot south maple application denied in 2016, reapplied 2 years ago, just got approval for 300,000 grant to repave. Lineman has been paved and leveled. Hopefully is good until the street is ready for construction. Stewart lake looking to start in 2-3 weeks. The demolition of 32, 38, & 40 West Barber Avenue has been scheduled and the soil application will be submitted soon and then construction will be able to begin

Mr. Sossamon – City Hall – Mr. Sossamon applaud Chief Hauss's effort. He is looking to do some improvements at the Fire House as a contractor is looking at the leaks in the roof of the

Fire House and Library. Mr. Sossamon asked for a finance meeting to discuss some of the other improvements that Chief Hauss would like.

Unfinished Business

No Unfinished Business.

New Business

Councilman Fleming made a motion to approve Holy Angels Catholic School's raffle application, seconded by Councilman Miller. Motion approved by unanimous voice vote.

Open to the Public

Councilman Miller made a motion to open to the public, seconded by Councilman Fleming. Motion approved by unanimous voice vote.

Daniel Gallagher – 30 Euclid St. – Mr. Gallagher explained he was unaware of changes to the trash ordinance until he received a notice on his trash cans. He is okay with changes but asked for some clarity on some of the changes, especially with multi-unit dwellings like his house. Council President Pro Tempore and Mr. McCaughley responded. Mr. Gallagher said that there should be more consistency with noticing trash cans and there should be more outreach about the changes to the ordinance.

Chad Everwine – 11 E. Mill St. – Mr. Everwine compared the State's Cannabis Regulatory Commission application fees and the City of Woodbury's application fees in regard to cannabis licenses and asked how the City reviews the applications they receive. Mr. Scaffidi responded. Mr. Everwine asked if there is a formal review process to address his concerns. Mr. Scaffidi responded.

Joe Noverati – 52 Progress Ave. – Mr. Noverati explained that with the Broad Street construction, the yellow curb paint has yet to be repainted on Progress Avenue and it is causing a visual issue as cars are parking too close to the corner and he would like it addressed. He believes that there is a speeding issue on Progress Avenue and would like someone to look into it, as well as speed bumps. Council President Pro Tempore Hagerty, Chief Ryan and Mr. McCaughley responded.

Ramona Wilcox – 255 S. Barber Ave. – Ms. Wilcox is following the recommendations and is attempting to get other estimates in regard to the NPP Residential Façade Grants. She would like an inspection done so the tarp on her porch roof can get removed, so she can get additional estimates, as the other contractors would not remove the tarp. and that couldn't get it. Ms. Wilcox asked for pictures from the inspection and only received one, so she would like to receive more pictures and would like to see inspection report. Mayor Sickel, Council President Pro-Tempore Hagerty, Councilman Pisarcik responded.

Patrick Duff – 1615 Garden St. Haddon Heights – Mr. Duff stated that his attorney sent an email. In regard to cannabis licensing, he feels like his business partners and himself are being discriminated against. Mr. Duff doesn't agree with fees with the cannabis license application fees. He asked if the Cannabis Ad Hoc Committee met if there are meeting minutes and if the applications were reviewed in 8 days. Mr. Sossamon answered. Mr. Duff is upset that he was told there was no process to obtain a cannabis license in November, and now there is a process. He stated he is filing a lawsuit and will publish articles online about the City. Mr. Duff would like the City to treat them fairly but doesn't feel like they will. Council President Pro Tempore Hagerty and Councilwoman Harwell responded.

Martin Dunlap – 148 S. Barber Ave. – Mr. Dunlap asked if the City approved Atria's cannabis license application. Council President Pro Tempore Hagerty responded. Mr. Dunlap is one of Mr. Duff's business partners and expressed similar frustrations in regard to the cannabis license application process and fees, as Mr. Duff. He also feels as though his business partners and himself are being discriminated against. Mr. Dunlap said he has no issue paying the cannabis license application fee but would like to know if they City will treat them fairly if they submit an application and fee. Council President Pro Tempore Hagerty responded.

Hearing no one, Councilman Miller made a motion to close to the public, seconded by Councilwoman Miller. Motion approved by unanimous voice vote.

Adjournment

There being no further business, Councilman Miller made a motion to adjourn, seconded by Councilman Fleming. Motion approved by a unanimous voice vote.

Meeting adjourned 8:23 p.m.

Respectfully submitted,

Cassidy L. Swanson,
Acting City Clerk

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.