Caucus Meeting of the

Mayor and Common Council of Gloucester City

Thursday, July 18, 2013 7:00 P.M.

313 Monmouth Street

Minutes

1. **Call to Order:** by Mayor James at 7 p.m.
2. **Pledge of Allegiance:**
3. **Roll Call:** Baus, Bucher, Johnson, Parry, Spencer and Mayor James being present. Hutchinson arrived at 7:05 p.m.
4. **Sunshine Law:** This meeting is being held in conformance with the New Jersey Open Public Meetings Act, otherwise known as the "Sunshine Law". It has been legally noticed in accordance with the law and copies have been given to those requesting the same.
5. **Public Comment Period:** The Governing Body, in accordance with P.L. 2002, c. 80, have adopted the following guidelines relative to the Public Comment Period (PCP) at Caucus, Worksession, Special and Emergency Meetings of the Mayor and Common Council of Gloucester City: The PCP shall occur at the beginning of each meeting; it shall be no longer than one half-hour in length; every person wishing to speak may do so once during the period for no longer than five minutes. No changes have been made for the PCP of the regular monthly meetings.

There were no persons from the public wishing to speak.

6. **Minutes**: June 20th Caucus and Executive (with redactions) and June 27th Regular and Executive (with redactions)Motion by Parry, 2nd by Bucher to approve. All in favor.
7. **Reports: Committees of Council:**

a) Celebrations– Bucher thanked everyone for help with July celebrations event; next meeting Aug. 8th 6 p.m.;

b) Finance & Administration- Spencer reported 1.3 million remaining in UDAG; 2 local businesses as well as Ott's looking for UDAG loans; audit almost complete; FMBA contract should be approved this evening.

Spencer reported Bob Booth provided minutes from May/June meetings as well as financial statements for EDC meetings. At this time Bob Booth reported UEZ/EDC and Business Association are holding their meetings back to back; $267,249 remaining in first generation funds; took $160,000 loan against first generation funds; $36,407 remaining in second generation funds; EDC $400,000 UDAG loan to purchase 2 properties and renovate – want to make retail ready; block party was successful.

c) Fire- Nothing to report.

d) Housing- Hutchinson reported 2 additional summer helpers are needed for vacant buildings.

e) Licensing- Jentsch asked for approval of Social Affair Permit for Sportsman AC Breast Cancer Fundraiser. Motion by Hutchinson, 2nd by Bucher to approve. All in favor.

f) Police- Nothing to report.

g) Public Works- Parry reported fencing around Nicholson Rd. pumping station complete; position open in water dept.; air conditioning fixed at senior center.

8. **Licenses** Request for Social Affair Permit – Sportsman AC September 28th- see above.
9. **Resolutions**

R168 Rescinding Resolution 161-2013

R169 Correcting Billing Charges on Utility Records

R170 Placing Municipal Charges on Tax Properties Where Service Work, Fines or Legal Fees were Outlined and Work was Performed as Outlined

R171 Authorizing Cancellation of Taxes for Property Used for Public Playground Block 276, Lot 1.01, Walnut Ave.

R172 Authorizing Refund of Key Deposit for Gloucester City Marina

R173 Authorizing Refunds on the Planning and Zoning Board Escrow Account

R174 Designating Recipients for the Camden County Housing Rehabilitation Program and Authorizing Camden County Community Development as Administrative Agent (207 Morris St.)

R175 Designating Recipients for the Camden County Housing Rehabilitation Program and Authorizing Camden County Community Development as Administrative Agent (226 Sylvan Ave.)

R176 Authorizing Disposal of Surplus Property

R177 Authorizing the Sale of City Property to Contiguous Property Owner (866 Market St.)

R178 Awarding a Contract to Professional Property Appraisers, Inc. for Revaluation

Spencer requested adding

R179 Ratifying Agreement Between City of Gloucester City and FMBA

Motion by Parry, 2nd by Hutchinson to approve resolutions. All in favor.

10. **New Business/Old Business:**

a) Handicapped Parking Space: 320 Hunter Street (re-review) – Baus and Bucher approved. Resolution on for next meeting.

b) Handicapped Parking Space: 513 Bergen Street–denied by Hutchinson and Spencer–already 2 on the block.

11. **Communications:**

a) From NJDOT – applications available for FY2014 State Aid

12. **Round Table:**

Jentsch asked if it was necessary for Assessor's office to continue to provide a monthly report. After reviewing what was provided previously it was decided it was not necessary.

R180 To Enter Into Closed Session for discussion of personnel, real estate, contracts and negotiations.

Motion by Bucher, 2nd by Parry to approve. All in favor. Meeting went into closed at 7:35 p.m.

After closed session with the same members being present, motion by Hutchinson, 2nd by Parry to authorize Gallagher Roofing to complete first emergency phase of roofing to 313 Monmouth St. for $9500. All in favor.

Motion by Bucher, 2nd by Parry to adjourn. Meeting adjourned at 10:15 p.m.

ATTEST:

KATHLEEN M. JENTSCH, CITY CLERK

Kathleen M Jentsch