

Caucus Meeting of the  
Mayor and Common Council of Gloucester City  
Thursday, January 19, 2017 7:00 P.M.  
512 Monmouth Street  
Agenda

1. **Call to Order:**
2. **Pledge of Allegiance:**
3. **Roll Call:** Baus, Hutchinson, Johnson, Keating, Parry, Spencer and Mayor James
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.
6. Remediation/Redevelopment Construction Progress Report
7. **Minutes:** December 28, 2016 year end and Executive (with redactions) and January 5, 2017 Re-org
8. **Reports: Committees of Council:**
  - a) Celebrations –
  - b) Finance & Administration-
  - c) Fire-
  - d) Housing-
  - e) Licensing-
  - f) Police-
  - g) Public Works-
9. **Resolutions**
  - R018 Authorizing Senior and Veterans Deductions
  - R019 Making Adjustments to Various Tax Records
  - R020 Designating Handicapped Parking Spaces: Removing 510 Ridgeway Street
  - R021 Authorizing Change Order to the Contract Between Pennoni Associates Inc. and the City of Gloucester City for Marina Dredging Inspections
  - R022 Authorizing Amendment to the Personnel Manual for the Employees of the City of Gloucester City
  - R023 Authorizing Interlocal Services Agreement with Various South Jersey Municipalities for the Sale of Brine
  - R024 Authorizing Release of Performance Bond for MMH 913, LLC (PB Cosmetology)
  - R025 Rescinding Resolution 017-2017 (*Authorizing RFP for Freedom Pier*)
  - R026 Providing for Budget Transfers of 2016 Reserved Appropriations
  - R027 Authorizing Application for Funding from New Jersey DOT – FY 2017 Municipal Aid Road Program (*Champion Road*)
10. **Ordinances –** *for 1<sup>st</sup> reading this evening, 2<sup>nd</sup> reading and public hearing to be held Feb. 16, 2017 at 7:00 PM 512 Monmouth St.*
  - O02 Amending Chapter 59 – Licenses, Permits, Certificates and Fees (*correcting a mathematical error*)  
**Roll Call:** Baus, Hutchinson, Johnson, Keating, Parry, Spencer and Mayor James
  - O03 Authorizing the Sale of Property (*935 Jersey Ave.*)  
**Roll Call:** Baus, Hutchinson, Johnson, Keating, Parry, Spencer and Mayor James
  - O04 Amending a Portion of Chapter 5B of the Code of the City of Gloucester City  
**Roll Call:** Baus, Hutchinson, Johnson, Keating, Parry, Spencer and Mayor James
  - O05 Ordinance to Release, Vacate and Extinguish Any and All Public Rights in and to a Portion of Birch Avenue Subject to Certain Terms and Conditions  
**Roll Call:** Baus, Hutchinson, Johnson, Keating, Parry, Spencer and Mayor James

**11. Old Business/New Business:**

- a) Handicap Parking Requests: Adding 100 S. Sussex St.; 134 Atlantic St.; 511 Cumberland St.
- b) GCEDC Minutes (distributed previously)
- c) Request from Clerk Jentsch to increase certain fees (*distributed previously*)

**12. Communications**

- a) From Charles Wigginton – request for re-appointment of Martha Dougherty to Housing Authority -5 year term
- b) from Verizon Wireless- request to locate and operate in the right of way (*distributed previously*)
- c) from Alex Tedesco – request for extension of leave of absence from title of Pump Station Operator
- d) from Attorney Cathcart – 301 N. Broadway property in tax sale
- e) from Lee Kramer – resignation from Planning Board
- f) from Gloucester City Cub Scouts – request for waiver of hall rental Feb. 25<sup>th</sup> and March 18th

**13. Adjournment**

**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R                    - 2017**

**RESOLUTION AUTHORIZING SENIOR AND VETERANS DEDUCTIONS**

**WHEREAS**, the assessor's tax list book is closed for the current year; and

**WHEREAS**, after closing the records, the applications for several other property owners became complete and the assessor subsequently deemed them eligible and/or ineligible under the senior and veteran deductions, and

**WHEREAS**, these adjustments are due to income eligibility, death or moving into or out of the City of Gloucester, and

**WHEREAS**, these adjustments are noted as follows:

Deductions that need to be added (allowed):

<b>Block/Lot</b>	<b>Address</b>	<b>Amount</b>	<b>Type</b>	<b>Year</b>
57/12	413 Cumberland	250.00	Disabled	2016

Deductions that need to be removed (disallowed):

<b>Block/Lot</b>	<b>Address</b>	<b>Amount</b>	<b>Type</b>	<b>Year</b>
None				

**NOW, THEREFORE, BE IT RESOLVED** that the Tax Collector of the City of Gloucester City is authorized to make the adjustments to the tax records as noted and file the proper documentation accordingly.

Adopted by the Mayor and Common Council of Gloucester City, this 19<sup>th</sup> day of January, 2017.

\_\_\_\_\_  
William P. James, Mayor

\_\_\_\_\_

**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R                    - 2017**

**RESOLUTION TO ADJUSTMENTS TO VARIOUS TAX RECORDS**

**WHEREAS**, the accounts below indicate necessary adjustments for various billing adjustments on the properties listed below, and

**WHEREAS**, these adjustments include the following, and

<b>Block/Lot</b>	<b>Amount</b>	<b>Address</b>	<b>Issue</b>
25/24	910.70	337 Mercer	bank returned check, payment removed
112.01/1	3,979.03	Fifth and Pine	Per PILOT contract, waving balance of 2016 taxes

**WHEREAS**, these billing adjustments were reviewed by the Finance Committee and they have recommended that these adjustments be approved.

**NOW, THEREFORE, BE IT RESOLVED** that the Tax Collector of the City of Gloucester City is authorized to make the adjustments to the tax records as noted and file the proper documentation accordingly.

Adopted by the Mayor and Common Council of Gloucester City, this 19<sup>th</sup> day of January, 2017.

\_\_\_\_\_  
William P. James, Mayor

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**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R            - 2017**

**RESOLUTION DESIGNATING HANDICAPPED PARKING SPACES:**  
**REMOVING 510 RIDGEWAY STREET**

**WHEREAS**, it is necessary to designate handicapped parking spaces; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the City of Gloucester City, pursuant to the authority granted to this municipality by N.J.S.A. 39:4-197.5, and other statutory authority that the locations designated on the attached Schedule A are hereby designated removed as restrictive parking spaces.

This resolution is passed in conformance with the provisions of N.J.S.A. 39:4-97(3)(c). Proper signs are to be removed regarding the said spaces.

**SCHEDULE A**

LEONARD BUTTERWORTH      510 RIDGEWAY STREET

\_\_\_\_\_  
William P. James, Mayor

Passed by the Mayor and Common Council of Gloucester City this 19<sup>th</sup> day of January, 2017.

\_\_\_\_\_  
Jack Lipsett, Interim City Clerk

**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R            - 2017**

**RESOLUTION AUTHORIZING CHANGE ORDER TO THE CONTRACT BETWEEN  
PENNONI ASSOCIATES INC. AND THE CITY OF GLOUCESTER CITY FOR  
MARINA DREDGING INSPECTIONS**

**WHEREAS**, a contract exists between Pennoni Associates, Inc. Inc. and the City of Gloucester City for the Marina Dredging Inspections; and

**WHEREAS**, the cost of the original contract as awarded needs to be amended because the contractor needs additional time to complete the dredging and providing inspections beyond the original contract time is beyond the initial scope of work.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of Gloucester City, County of Camden, and State of New Jersey that the contract between Pennoni Associates Inc. and the City of Gloucester City for the marina dredging inspections be amended:

Original Contract Amount:	\$5,000.00
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Change Order #1	<u>\$5,000.00</u>
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Adjusted Amount based on Change Order #1 Final	\$10,000.00
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William P. James, Mayor

Passed by the Mayor and Common Council of Gloucester City this 19<sup>th</sup> day of January, 2017.

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Jack Lipsett, Interim City Clerk

**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R            - 2017**

**RESOLUTION AUTHORIZING AMENDMENT TO THE PERSONNEL MANUAL  
FOR THE EMPLOYEES OF THE CITY OF GLOUCESTER CITY**

**WHEREAS**, the City of Gloucester City, by Ordinance #24-2000 adopted on October 5, 2000, established a Personnel Policy Manual for the Employees of the City of Gloucester City; and

**WHEREAS**, such ordinance also established procedures for the amendment to this manual, such amendments to be made by Resolution; and

**WHEREAS**, the Mayor and Common Council of Gloucester City is desirous in making amendments to said Personnel Policy Manual.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the City of Gloucester City that amendments shall be made to the Personnel Policy Manual by replacing the Manual in its entirety.

**BE IT FURTHER RESOLVED** that the new revised Personnel Manual shall be distributed to all City Employees, and that they be directed to review upon distribution.

\_\_\_\_\_  
William P. James, Mayor

Passed by the Mayor and Common Council of Gloucester City this 19<sup>th</sup> day of January, 2017.

\_\_\_\_\_  
Jack Lipsett, Interim City Clerk

**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R            - 2017**

**RESOLUTION AUTHORIZING INTERLOCAL SERVICES AGREEMENT WITH  
VARIOUS SOUTH JERSEY MUNICIPALITIES FOR THE SALE OF BRINE**

**WHEREAS**, the City of Gloucester City has the means of producing brine, specifically containing 23.3% NaCl with a - 6.0 degrees freeze point; and

**WHEREAS**, the City is able to provide amounts beyond what it presently needs; and

**WHEREAS**, the Buyers, Borough of Westville, Borough of Oaklyn, Borough of Audubon, Borough of Runnemede, Borough of Bellmawr, Borough of Barrington, Borough of Mt. Ephraim, City of Camden and Collingswood Board of Education have a need for brine.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the City of Gloucester City hereby agrees to sell Buyers such quantity of brine as the Buyer may require at a cost of \$.42 per gallon.

**BE IT FURTHER RESOLVED** that the Mayor is hereby authorized to execute a an Interlocal Services Agreement with the above municipalities to provide for this service.

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William P. James, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 19<sup>th</sup> day of January, 2017.

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Jack Lipsett, Interim City Clerk



**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R            - 2017**

**RESOLUTION AUTHORIZING RELEASE OF PERFORMANCE BOND  
FOR MMH 913, LLC (PB COSMETOLOGY)**

**WHEREAS**, MMH 913 LLC has requested the release of a performance cash guarantee for a planning board application, the construction of which has been completed; and

**WHEREAS**, the City Engineer inspecting the construction of this project has recommended releasing said bond contingent upon the payment of all outstanding Remington & Vernick Engineers' vouchers; and

**WHEREAS**, the City Engineers also request activation of the Maintenance Guarantee in the amount of \$13,039.00 representing 15% of the Construction cost amount to be held for a period of two years.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the City of Gloucester City that the performance cash guarantee posted by MMH 913, LLC in the amount of \$13,039.00 be released conditioned upon payment of all outstanding Remington & Vernick Engineers' vouchers and reinstated as the maintenance bond.

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William P. James, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 19<sup>th</sup> day of January, 2017.

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Jack Lipsett, Interim City Clerk

**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R            - 2017**

**RESCINDING RESOLUTION #017-2017**

**WHEREAS**, a legal opinion has been received that explains requests for proposals are not necessary in the instance of the redevelopment of Freedom Pier.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of Gloucester City that Resolution 017-2017 be rescinded.

\_\_\_\_\_  
William P. James, Mayor

Passed by the Mayor and Common Council of Gloucester City this 19<sup>th</sup> day of January, 2017.

\_\_\_\_\_  
Jack Lipsett, Interim City Clerk

**RESOLUTION #R\_\_\_\_-2017**

**RESOLUTION TO PROVIDE FOR BUDGET TRANSFERS  
OF 2016 RESERVED APPROPRIATIONS**

**WHEREAS**, the Chief Financial Officer of the City of Gloucester City has determined that certain reserved 2016 budget appropriations for the year are insufficient; and

**WHEREAS**, certain other reserved 2016 budget appropriations have sufficient balances;

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Common Council of the City of Gloucester City, in the County of Camden and the State of New Jersey, that in accordance with the provisions of N.J.S.A. 40A:4-59 the Chief Financial Officer be and is hereby authorized to make the following transfer between reserved budget appropriation accounts for the year 2016:

**GENERAL GOVERNMENT:**

**FROM:**

CELEBRATION OF PUBLIC EVENT, ANNIVERSARY OR HOLIDAY

OE \$ 1,000.00

CONTRIBUTION TO SOCIAL SECURITY SYSTEM OE 5,500.00

\$ 6,500.00

**TO:**

LEGAL SERVICES AND COSTS OE \$ 4,000.00

INSURANCE – GENERAL LIABILITY OE 2,500.00

\$ 6,500.00

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William P. James, Mayor

Passed by the Mayor and Common Council on this 19th day of January, 2017

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Jack Lipsett, Interim City Clerk

**CITY OF GLOUCESTER CITY  
COUNTY OF CAMDEN  
STATE OF NEW JERSEY**

**RESOLUTION NO.       -2017**

**RE: APPLICATION FOR FUNDING FROM NEW JERSEY DEPARTMENT OF  
TRANSPORTATION – FY2017 MUNICIPAL AID ROAD PROGRAM**

**WHEREAS**, the Transportation Trust Fund provides funding to municipalities; and

**WHEREAS**, municipalities cannot properly maintain their transportation infrastructure based on their own financial resources; and

**WHEREAS**, the City of Gloucester is requesting monies from said fund to fund the Reconstruction of Champion Road (00279); and

**WHEREAS**, the City of Gloucester is making an Application to the Commissioner of the Department of Transportation for aid under the New Jersey DOT Municipal Aid Program for improvements to the above project located in the municipality.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Common Council of the City of Gloucester formally approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED**, that the Mayor and/or City Clerk and/or the City's Engineer Remington & Vernick Engineers are hereby authorized to submit an electronic grant application identified as "Reconstruction of Champion Road" to the New Jersey Department of Transportation on behalf of the City of Gloucester.

**BE IT FURTHER RESOLVED**, that the Mayor and/or City Clerk are hereby authorized to sign the grant agreement on behalf of the City of Gloucester and that their signatures constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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William P. James, Mayor

Passed by the Mayor and Common Council of Gloucester City this 19<sup>th</sup> day of January, 2017.

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Jack Lipsett, Interim City Clerk



**ORDINANCE OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#002 -2017**

**AN ORDINANCE AMENDING CHAPTER 59 – LICENSES, PERMITS,  
CERTIFICATES AND FEES**

**WHEREAS**, amendments need to be made to the Chapter 59 of the Code of Gloucester City; and

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Common Council of the City of Gloucester City that §87-10 of the Code of Gloucester City shall be hereby amended as follows:

**§59-12.02.**

**A. Application and collection of fees**

- (1) Change \$25 to \$50

**§59-13.02.**

**A. Application, collection of fees, review and permit issuance**

- (1) Change \$25 to \$50

- (3) Change \$25 to \$50

**BE IT FURTHER ORDAINED** that all prior ordinances inconsistent with this ordinance are repealed only to the extent of such inconsistency.

**BE IT FURTHER ORDAINED** that if any section, subsection, paragraph, sentence or other part of this Ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance, but shall be confined in its effect to the section, subsection, paragraph, sentence or other part of this Ordinance directly involved in the controversy in which said judgment shall have been rendered and all other provisions of this Ordinance shall remain in full force and effect.

**BE IT FURTHER ORDAINED** this Ordinance shall take effect immediately upon final adoption and publication in the manner prescribed by law.

Introduced and Passed on First Reading: *1-19-17*

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William P. James, Mayor

Adopted by the Mayor and Common Council of Gloucester City this

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Kathleen M. Jentsch, City Clerk

**ORDINANCE OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#O 03 -2017**

**ORDINANCE AUTHORIZING THE SALE OF PROPERTY**

Whereas, Gloucester City owns property located at 935 Jersey Avenue, Block 98, lot 12;  
and

Whereas, Gloucester City has no current use for the property; and

Whereas, Gloucester City has notified the adjoining property owners of the availability of  
the property; and

Whereas, only one adjoining property owner has expressed an interest in purchasing the  
property; and

Whereas, the Gloucester City tax assessor has determined the value of the property in "as  
is" condition is worth no more than \$3,000.00;

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of  
Gloucester City, County of Camden, State of New Jersey:

1. The Mayor and the Clerk are authorized to enter into an agreement to sell 935 Jersey Avenue to Preferred Gloucester Properties LLC for \$3,000.00 under the following conditions, and, if all conditions are met, to execute the appropriate deed and other conveyance documents;
  - a. Preferred Gloucester Properties, LLC shall execute an agreement of sale prepared by the Gloucester City Solicitor, the cost of \$250.00, shall be borne by Preferred Gloucester Properties LLC;
  - b. The property is being sold in "as is" conditions and Gloucester City makes no warranties' other than it has the right to sell the property;
  - c. Preferred Gloucester Properties shall indemnify Gloucester City for any and all claims asserted after the sale;
  - d. Preferred Gloucester Properties has represented that the intended use of the property is as a courtyard for its adjacent property located at 937 Jersey Avenue;
  - e. The solicitor for the City of Gloucester shall prepare the deed and other conveyance documents, the cost of which, \$750.00, shall be borne by Preferred Gloucester Properties LLC;
  - f. Settlement shall take place within thirty (30) days of the adoption of this ordinance.

- g. Preferred Gloucester Properties LLC shall provide Gloucester City with a title report, containing the recital of how Gloucester City acquired title and the legal description of the property.
- h. Gloucester City shall bear no expenses or costs for this transaction.

\_\_\_\_\_  
William P. James, Mayor

Passed on First Reading: 1-19-17

Adopted by the Mayor and Common Council of the City of Gloucester City on this \_\_\_\_ day of 2017.

\_\_\_\_\_  
Kathleen M. Jentsch, City Clerk

**ORDINANCE OF THE CITY OF GLOUCESTER CITY**

**COUNTY OF CAMDEN, STATE OF NEW JERSEY**

**#04<sup>th</sup> 2017**

**ORDINANCE AMENDING A PORTION OF CHAPTER 5B OF THE CODE OF THE  
CITY OF GLOUCESTER CITY**

**WHEREAS**, for clarity and consistency Section 1(c) of Chapter 5B of the Code of the City of Gloucester City requires an Amendment; and

**WHEREAS**, it is in the best interest of the City of Gloucester City to Amend this provision; and

**WHEREAS**, after due consideration and deliberation, the Mayor and Common Council of the City of Gloucester City desire to amend section 1 (c) of Chapter 5B of the Code of the City of Gloucester City

**THEREFORE BEING ORDAINED** by the Mayor and the Council of the City of Gloucester City, County of Camden, State of New Jersey as follows:

Section 1(c) of Chapter 5B of the Code of the City of Gloucester City shall be amended to read as follows:

Subject to the limitations of this Ordinance, any entity meeting the definition of "professional business entity" under this section may contribute a maximum of \$1,200.00 per election cycle for any candidate(s) or Gloucester City Party Committee, without violating section 1 (a) of this ordinance. However, any entity meeting the definition of "professional business entity" under this section, including such principals, partners and officers of the entity in the aggregate, may not annually contribute for any purpose, in excess of a total of \$2,400.00 to all Gloucester City candidates and officeholders with ultimate responsibility for the award of a contract.

\_\_\_\_\_  
William P. James, Mayor

Passed on First Reading: 1-19-17

Adopted by the Mayor and Common Council of the City of Gloucester City this \_\_\_\_\_ day  
of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Kathleen M. Jentsch, City Clerk



**ORDINANCE OF THE CITY OF GLOUCESTER CITY**  
**County of Camden State of New Jersey**

O# 05-2017

**AN ORDINANCE TO RELEASE, VACATE AND EXTINGUISH ANY AND ALL  
PUBLIC RIGHTS IN AND TO A PORTION OF BIRCH AVENUE SUBJECT TO  
CERTAIN TERMS AND CONDITIONS**

**WHEREAS**, the Mayor and City Council of the City of Gloucester City, is of the opinion that the public interest will best be served by abandoning, vacating, releasing and extinguishing any and all public rights which the City of Gloucester City may have in and to the following described portion of Birch Avenue.

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

1. The public rights and interests in a portion of Birch Avenue, between the southerly line of Market Street and the northerly line of Oriental Avenue, more particularly described in accordance with Exhibit "A" attached hereto, are hereby vacated, abandoned and released.
2. The vacation set forth herein expressly reserves and excepts from said vacation, all rights and privileges possessed by any and all public utilities, as defined by R.S. 48:2-13, and by any cable television company, as defined in the Cable Television Act, P.L. 1972, c. 186, (C. 48:5A-1 et seq.), to maintain, repair and replace their existing facilities in adjacent to, over or under the street, highway, lane, alley, square, place or park, or any part thereof, to be vacated.
3. This Ordinance shall take effect immediately after final passage and publication as required by law.

\_\_\_\_\_  
William P. James, Mayor

Passed on First Reading: 1-19, 2017

Adopted by the Mayor and Common Council of the City of Gloucester on the \_\_\_\_ day  
of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Kathleen M. Jentsch, Clerk

## EXHIBIT A

1. Beginning at a point 40 feet, southerly, from the center line of Market Street, and going 50 feet easterly along the said Market Street, to a point on the easterly line of Birch Avenue; then
2. 310 feet southerly, along the easterly line of Birch Avenue to a point,, then
3. 80 feet westerly along the line to a point on the westerly line of Birch Avenue; then
4. 380 feet along the westerly line of Birch Avenue, to the point and place of beginning.

Said lands having been incorporated into the tax map as part of Block 270, Lot 12.