

**Caucus Meeting of the  
Mayor and Common Council of Gloucester City  
Thursday, July 18, 2019 7:00 P.M.  
313 Monmouth Street  
Agenda**

1. **Call Meeting to Order:**
2. **Pledge of Allegiance:**
3. **Roll Call:** Baus, Berglund, Hutchinson, Johnson, Keating, Parry and Mayor Spencer
4. **Open Public Meetings Act Notice:** This meeting is being held in accordance 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.

**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, Work session, 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.

Our attorneys have advised us that we cannot prevent you from making remarks about our employees. They have requested that we advise you that our employees are not Public Officials and you are not immune from civil actions they may bring as a result of your remarks.

5. **Correspondence:** Ross M. Gigliotti, Esq. for Housing Landlord Reinstatement

6. **Reports:**
  - I. **Triad:** Carolyn Zumpino
  - II. **Pennoni:** Hugh Dougherty
  - III. **Committees of Council:**
    - a) Celebrations:
    - b) Finance & Administration:
    - c) Fire:
    - d) Housing:
    - e) Licensing:
    - f) Police:
    - g) Public Works/Water Dept:
    - h) Community Dev.:

7. **Resolutions for Discussion:**
  - R Resolution Awarding a Contract to Triad Associates for Extraordinary Unspecifiable Services SFY-2020- Infrastructure Improvements Along Sussex Street
  - R Resolution Authorizing Disposal of City-Owned Equipment (Tax Assessor Screen & Council Laptop)

- R Resolution to Correct Billing Charges on Utility Records
- R Resolution Authorizing the City of Gloucester City Planning Board to Conduct a Preliminary Investigation to Establish a Condemnation Redevelopment area within the City of Gloucester City, Camden County
- R Resolution Designating Salaries for Employees Serving in Titles with Salary Ranges
- R Resolution Authorizing Adjustments on the Planning and Zoning Board Escrow Account
- R Resolution Authorizing In Rem Foreclosure of Tax Sale Certificates Held by the City of Gloucester City

8. **Individual Resolution:**

R154 Resolution Requesting Permission of the Director of Local Government Services to Anticipate Special Item of Revenue in the 2019 Budget of the City of Gloucester City Pursuant to N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

9. **Ordinances for next week:**

**ORDINANCES FOR 2<sup>ND</sup> READING & PUBLIC HEARING ON JULY 25, 2019**

O-12 An Ordinance Amending the Ordinance Regulating the Salaries of the Employees of the City of Gloucester City, County of Camden, State of New Jersey (Non Rep Salaries)

**ORDINANCES FOR 1<sup>ST</sup> READING THIS EVENING, WITH 2<sup>ND</sup> READING AND PUBLIC HEARING TO BE HELD AUGUST 22, 2019, 7:30 PM, 313 MONMOUTH ST.**

O-13 An Ordinance Amending the Ordinance Regulating the Salaries of the Employees of the City of Gloucester City, County of Camden, State of New Jersey (Chief of Police)

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

- a) Request for handicap parking space: Adding 208 N. Filmore Street
- b) Request for handicap parking space: Adding 418 Market Street

11. **Communications:**

- a) From Tiffany McKinney- Weekend Warrior event at Martin’s Lake on July 28<sup>th</sup>.
- b) From Heather Wert for Block Party -3<sup>rd</sup> Street on August 28, 2019 from-4-8 pm.
- c) From Davena Finley – Requesting to use Fort Nassau for a Party on August 24, 2019 from 3-7pm.

12. **Adjournment**

**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R        - 2019**

**RESOLUTION AWARDING A CONTRACT TO TRIAD ASSOCIATES**  
**FOR EXTRAORDINARY UNSPECIFIABLE SERVICES**  
**SFY-2020 – INFRASTRUCTURE IMPROVEMENTS ALONG SUSSEX STREET**

**WHEREAS**, the City of Gloucester City is desirous of entering into an agreement for the preparation and submission of an Application for Small Cities Public Facilities Funds in accordance with the procedures and timetables promulgated by the New Jersey Dept. of Community Affairs for Infrastructure Improvements along Sussex Street; and

**WHEREAS**, the City of Gloucester City has complied with N.J.S.A. 40A:11-5(1)(a)(ii), regarding extraordinary unspecifiable services, a copy of the Certificate being attached hereto; and

**WHEREAS**, funds are available for this contract as qualified by the conditions in the attached Certificate of Availability of Funds executed by the Chief Financial Officer.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of Gloucester City, New Jersey, that the City of Gloucester City be and it hereby is authorized to enter into an agreement with TRIAD Associates for the preparation and submission of an Application for Small Cities Public Facilities Funds for an amount not to exceed Fourteen Thousand Two Hundred Dollars (\$14,200.00)

\_\_\_\_\_  
Daniel T. Spencer, Jr., Mayor

Adopted by the Mayor and Common Council of Gloucester City 25<sup>th</sup> day of July, 2019.

\_\_\_\_\_  
Vanessa L. Parent, City Clerk

**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R            - 2019**

**RESOLUTION AUTHORIZING DISPOSAL OF**  
**CITY-OWNED EQUIPMENT**

**WHEREAS**, the City of Gloucester City is the owner of certain pieces of equipment that are no longer needed for public use and are of no value; and

**WHEREAS**, it is deemed to be in the best interest of the City of Gloucester City to dispose of such equipment.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the City of Gloucester City that the below pieces of equipment shall be disposed of by destruction

HP Computer Screen, Serial #6CM20110BFL      HP LV1911 Monitor  
Model #HSTND-3501-A                                      (Tax Assessor Computer Screen)

HP Compaq 6910p Notebook PC                      Serial #USH81800GW  
Product Key:GV4CF-4R8QK-6YFGQ-V97XM-J84BY (Council Notebook)

**BE IT FURTHER RESOLVED** that the Mayor and Common Council of the City of Gloucester City hereby authorize the disposal of the above pieces of equipment.

\_\_\_\_\_  
Daniel T. Spencer, Jr., Mayor

Adopted by the Mayor and Common Council of Gloucester City this 25<sup>th</sup> day of July, 2019.

\_\_\_\_\_  
Vanessa L. Parent, City Clerk

**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R            - 2019**

**RESOLUTION TO CORRECT BILLING CHARGES ON UTILITY RECORDS**

**WHEREAS**, there is a need to make necessary adjustments for various billing adjustments on Utility Records, and

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

Block/Lot	ID	Address	Amount	Issue
68/42	10351	610 Ridgeway	\$ 419.32	Bank returned check, payment removed
70/14.01	10680	204 S KING	\$ 65.75	Computer Overestimated

**WHEREAS**, these billing adjustments were reviewed by the Finance Committee and they have recommended 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 utility records as noted and file the proper documentation accordingly.

Adopted by the Mayor and Common Council of Gloucester City, this 25<sup>th</sup> day of July, 2019.

\_\_\_\_\_  
Daniel T. Spencer, Jr., Mayor

\_\_\_\_\_  
Vanessa L. Parent, City Clerk

RESOLUTION # \_\_\_\_\_ 2019

**RESOLUTION AUTHORIZING THE CITY OF GLOUCESTER CITY  
PLANNING BOARD TO CONDUCT A PRELIMINARY INVESTIGATION  
TO ESTABLISH A CONDEMNATION REDEVELOPMENT AREA  
WITHIN THE CITY OF GLOUCESTER CITY, CAMDEN COUNTY**

**WHEREAS**, N.J.S.A. 40A:12A-6, authorizes the governing body of any municipality, by Resolution, to have its Planning Board conduct a preliminary investigation to determine whether any area of the municipality is an “Area in Need of Redevelopment” pursuant to the criteria set forth in N.J.S.A. 40A:12A-5; and

**WHEREAS**, N.J.S.A. 40A:12A-4(b)(2) authorizes the planning board of any municipality to prepare a redevelopment plan for a proposed redevelopment area; and

**WHEREAS**, the Mayor and Council of the City of Gloucester City (the “City”) consider it to be in the best interest of the City to have the City’s Planning Board (the “Planning Board”) conduct such an investigation regarding the parcel delineated on the official Tax Map of the City as Block 193, Lot 3 (the “Study Area”); and

**WHEREAS**, a redevelopment area determination shall authorize the municipality to use all those powers provided by the Legislature for use in a redevelopment area including the use of eminent domain (hereinafter referred to as a “Condemnation Redevelopment Area”); and

**WHEREAS**, the land located within the Study Area appears to be in a state of dilapidation, appears to be vacant, obsolete and/or underutilized and/or otherwise appears to be in need of redevelopment; and

**WHEREAS**, the present conditions at the aforementioned Study Area may be detrimental to the safety and welfare of the community, thereby requiring redevelopment to better serve the City.

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

1. The Planning Board is hereby directed to conduct a preliminary investigation to determine whether the Study Area, or any part thereof, if applicable, is a Condemnation Redevelopment Area pursuant to the criterion set forth in N.J.S.A. 40A:12A-1 et seq.

2. The Planning Board is hereby directed to prepare a report of its findings and once completed, the Planning Board is directed to transmit the report to the governing body of the City of Gloucester City for their review and approval in accordance with the provisions of the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1.

3. This Resolution shall take effect immediately upon adoption.

ATTEST:

CITY OF GLOCUESTER CITY

\_\_\_\_\_  
Daniel T. Spencer, Jr., Mayor

\_\_\_\_\_  
Vanessa L. Parent, City Clerk

**CERTIFICATION**

I, VANESSA L. PARENT, City Clerk, of the City of Gloucester City, do hereby certify that the foregoing resolution was duly adopted by the Municipal Council of the City of Gloucester City at a public meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2019, a quorum being present and voting in the majority.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_

APPROVED: \_\_\_\_\_

**RESOLUTION OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R        - 2019**

**RESOLUTION DESIGNATING SALARIES FOR EMPLOYEES SERVING IN TITLES**  
**WITH SALARY RANGES**

**WHEREAS**, ordinance #O12-2019 established salary ranges for various titles of employees of the City of Gloucester City.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the City of Gloucester City that the titles listed below shall receive salaries for 2019 retroactive to January 1, 2019, unless otherwise noted herein, as follows:

Building Subcode Official-HHS	4,348
Chief Financial Officer	96,891
Chief Housing Inspector	67,626
City Administrator	128,000
City Clerk (Jan. 1 to March 1)	80,370
Code Enforcement Officer	44,936
Construction Official/Plumbing Subcode Official/ Plumbing Inspector	22,744
Court Administrator	76,852
Electrical Subcode Official	10,678
Employee Benefits Clerk	2,500
Field Rep Housing Inspection	58,479
Fire Chief	109,242
Fire Protection Subcode official	7,329
Municipal Court Judge	32,095
Municipal Dept. Head (Comm. Dev.)	54,000
Municipal Dept. Head (Aid to Mayor)	39,000



Municipal Dept. Head (Director of Utilities)	88,434
Parking Enforcement Officer	13.80/hr.
Prosecutor	17,356
Public Defender	16,236
Secretary Planning Board	5,000
Superintendent Public Works	82,209
Tax Assessor	20,102
Tax Collector	71,788

\_\_\_\_\_  
Daniel T. Spencer, Jr., Mayor

Adopted by the Mayor and Common of Gloucester City 25<sup>th</sup> day of July, 2019.

\_\_\_\_\_  
Vanessa L. Parent, City Clerk

**RESOLUTION of the CITY OF GLOUCESTER CITY**

**#R                      -2019**

**RESOLUTION AUTHORIZING ADJUSTMENTS ON THE  
PLANNING AND ZONING BOARD ESCROW ACCOUNT**

**WHEREAS**, certain applicants for Planning Board approvals are required to deposit escrow funds for professional reviews and inspections; and

**WHEREAS**, a recent review of the Planning/Zoning Board escrow accounts identified negative balance in these accounts and it was determined that the prior applications were completed; and

**WHEREAS**, the negative balances on these accounts need to be refunded and the account considered to be closed are identified as follows:

X-69-100-334	St. Mary's Church - 426 Monmouth Street - \$700.00
X-69-100-335	William Dilks - 61 Baynes Ave. - \$150.00
X-69-100-337	Carol Marsh - 903 Powell Street - \$50.00
X-69-100-342	Totem Real Estate - 220 Monmouth Street - \$520.00
X-69-100-344	John & Dawn Dennery - 57 Yale Ave. - \$50.00
X-69-100-343	Carol Gladysz - 906 Ridgeway Street - \$50.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Common Council of the City of Gloucester City that the Chief Financial Officer is authorized to cancel the negative balances on the account and consider the account closed.

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Daniel T. Spencer, Mayor

Adopted by the Mayor and Common Council of Gloucester City, this 25<sup>th</sup> day of July, 2019.

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Vanessa L. Parent, City Clerk

**RESOLUTION of the CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#R        - 2019**

**RESOLUTION AUTHORIZING *IN REM* FORECLOSURE OF TAX SALE**  
**CERTIFICATES HELD BY THE CITY OF GLOUCESTER CITY**

**WHEREAS**, Gloucester City is the holder of several tax sale certificates acquired from a tax sale held on **January 17, 2019**; and

**WHEREAS**, there is a need to foreclose these certificates to return these properties to the active tax rolls; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Common Council of the City of Gloucester City, County of Camden, and State of New Jersey that it is determined that the said City foreclose, by summary proceedings *In Rem* as provided in the *In Rem* Foreclosure Act (1948), the tax sale certificates held by it, as listed on the attached Tax Foreclosure List.

\_\_\_\_\_  
Daniel T. Spencer, Jr, Mayor

Adopted by the Mayor and Common Council of Gloucester City, this \_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
Vanessa L. Parent, City Clerk

RESOLUTION REQUESTING PERMISSION OF THE DIRECTOR OF LOCAL  
GOVERNMENT SERVICES TO ANTICIPATE SPECIAL ITEM OF REVENUE  
IN THE 2019 BUDGET OF THE CITY OF GLOUCESTER CITY PURSUANT TO  
N.J.S.A. 40A:4-87  
(CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A:4-87 authorizes a municipality to anticipate a special item of revenue and appropriate such revenue with the consent of the Director of Local Government Services when such item shall have been made available by law and the amount thereof shall not have been determined at the time of the adoption of the budget, and

WHEREAS, the City of Gloucester City has been awarded a \$173,635.31 Safe Routes to School Program Grant from the New Jersey Department of Transportation, and

WHEREAS, the Mayor and Common Council of the City of Gloucester City desire to anticipate and appropriate the revenue in the 2019 Annual Budget for the benefit of the citizens of Gloucester City;

SECTION 1

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Gloucester City, County of Camden, that the Director of the Division of Local Government Services be and is hereby requested to approve the insertion of an item of revenue in the budget of the year 2019 in the sum of \$173,635.31 which item is now available as a revenue from a Safe Routes to School Grant, and

SECTION 2

BE IT FURTHER RESOLVED that the like sum of \$173,635.31 is hereby appropriated under the caption of New Jersey Department of Transportation Safe Routes to School,. and

SECTION 3

BE IT FURTHER RESOLVED that the above is the result of a grant awarded by the State of New Jersey Department of Transportation.

Approved this 18th day  
of July, 2019.

\_\_\_\_\_  
Daniel T. Spencer, Jr., Mayor

Passed by Mayor and Common Council of Gloucester City this 18th day of July, 2019.

\_\_\_\_\_  
Vanessa L.Parent , City Clerk

**ORDINANCE OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#O 12 -2019**

**AN ORDINANCE AMENDING THE ORDINANCE REGULATING  
THE SALARIES OF THE EMPLOYEES OF THE CITY OF GLOUCESTER CITY,  
COUNTY OF CAMDEN, STATE OF NEW JERSEY**

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

**SECTION 1:** The calendar year 2019 annual salaries for the period January 1, 2019 through and inclusive of December 31, 2019, except as indicated, for the following employees of Gloucester City shall be as follows including any years subject to collective bargaining:

<u>Salary Schedule</u>	<u>Retroactive to 1/01/19</u>		<u>Minimum</u>	<u>Maximum</u>
<b>Subsection D</b>				
<i>Part Time/Non-Perm hourly employees</i>				
	Parking Enf. Officer		8.85	15.00
<b>Subsection F</b>				
<i>Elected Officials and Unclassified Appointments</i>				
<b>Part II</b>	<b>Unclassified Employees</b>			
	Chief Financial Officer		70,547	100,000
	City Administrator		90,645	130,000
	City Clerk		65,028	78,794
	Municipal Dept. Head (Community Dev.)		53,320	65,880
	Court Administrator		59,316	78,008
	Municipal Court Judge		19,657	35,000
	Municipal Dept. Head (Director Of Utilities)		79,808	101,570
	Municipal Dept. Head (Dept. of Finance)		60,000	85,000
	Prosecutor		17,016	20,000
	Public Defender		8,976	19,000
	Tax Assessor		13,299	22,000
	Tax Collector		58,153	75,000
<b>Part III</b>	<b>Classified Employees</b>			
<i>Section A</i>	Secretary Planning Board		2,500	5,000
<i>Section B</i>				
	Chief Housing Inspector		57,704	77,000
	Code Enforcement Off.		31,193	51,718
	Construction Official/Plumbing Subcode Official/Plumbing Inspector		7,283	32,000
	Building Subcode Official-HHS		3,900	7,000
	Electrical Subcode Official		9,771	15,000
	Employee Benefits Clerk Typing		2,500	2,500

	Field Rep Housing Inspection	49,592	60,000
	Fire Protection Subcode Official	6,705	9,000
	Superintendent Public Works	69,210	86,684
<b>Subsection G</b>			
	<i>Uniformed Fire Employees</i>		
<b>Part II</b>	Chief of Fire	88,677	111,502

Section B. Municipal Employees

The individuals appointed to these positions are appointed as provided in the statutes of the State of New Jersey to terms and specified for the position and are not covered under the provision of the New Jersey Civil Service Commission as regular appointments. They are entitled to benefits as contained in the ordinance of the City covering non-represented employees and full time employees. Those who are full time employees are entitled to health benefits as provided to the non-represented city employees. These salaries shall be effective on January 1, 2019. No employee may be paid above the maximum and the Governing Body, by Resolution, shall set the amount of annual salary at a rate within the range.

**SECTION 2.** The salaries specified in Section One (1) of the Ordinance shall be paid in lieu of any salary, bonus, or additional pay for any or all holidays heretofore granted.

**SECTION 3.** All Ordinances or Resolutions or parts thereof, inconsistent with the provisions of this ordinance shall be and the same are hereby repealed, but only to the extent of such inconsistency.

**SECTION 4.** All salaries specified in this ordinance shall take effect as of final adoption and shall continue in effect until and amendment to this ordinance or passage of any ordinance inconsistent with this ordinance.

Introduced and Passed on First Reading: June 27, 2019

\_\_\_\_\_  
Daniel T. Spencer, Jr., Mayor

Adopted by the Mayor and Common Council of Gloucester City this 25<sup>th</sup> day of

July, 2019

Vanessa L. Parent  
Vanessa L. Parent, City Clerk

**ORDINANCE OF THE CITY OF GLOUCESTER CITY**  
**County of Camden, State of New Jersey**  
**#O     -2019**

**AN ORDINANCE AMENDING THE ORDINANCE REGULATING  
THE SALARIES OF THE EMPLOYEES OF THE CITY OF GLOUCESTER CITY,  
COUNTY OF CAMDEN, STATE OF NEW JERSEY**

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

**SECTION 1:** The calendar year 2019 annual salaries for the period January 1, 2019 through and inclusive of December 31, 2019, except as indicated, for the following employees of Gloucester City shall be as follows including any years subject to collective bargaining:

<u>Salary Schedule</u>	<u>Retroactive to 1/01/19</u>		<u>Minimum</u>	<u>Maximum</u>
<b><u>Subsection C</u></b>				
<i>Uniformed Police Employees</i>				
	Chief of Police		99,143	145,000

Section B.     Municipal Employees

The individuals appointed to these positions are appointed as provided in the statutes of the State of New Jersey to terms and specified for the position and are not covered under the provision of the New Jersey Civil Service Commission as regular appointments. They are entitled to benefits as contained in the ordinance of the City covering non-represented employees and full time employees. Those who are full time employees are entitled to health benefits as provided to the non-represented city employees. These salaries shall be effective on January 1, 2019. No employee may be paid above the maximum and the Governing Body, by Resolution, shall set the amount of annual salary at a rate within the range.

**SECTION 2.** The salaries specified in Section One (1) of the Ordinance shall be paid in lieu of any salary, bonus, or additional pay for any or all holidays heretofore granted.

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**SECTION 4.** All salaries specified in this ordinance shall take effect as of final adoption and shall continue in effect until and amendment to this ordinance or passage of any ordinance inconsistent with this ordinance.

Introduced and Passed on First Reading:

\_\_\_\_\_  
Daniel T. Spencer, Jr., Mayor

Adopted by the Mayor and Common Council of Gloucester City this \_\_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
Vanessa L. Parent, City Clerk