

**Caucus Meeting of the
Mayor and Common Council of Gloucester City
Monday, December 18, 2023 6:00 P.M.
313 Monmouth Street**

Agenda

1. **Call Meeting to Order:**
2. **Pledge of Allegiance:**
3. **Roll Call:** Baus, Berglund, Johnson, Page, Timm and Mayor Baile
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. **Reports:**
 - I. **Engineer's Report:**
 - II. **Committees of Council:**
 - a) Celebrations:
 - b) Community Dev.:
 - c) Finance & Administration:
 - d) Fire:
 - e) Housing:
 - f) Licensing: Pine Grove Bingo #1-2024, Bingo #2-2024 & Raffle #3-2024
 - g) Police:
 - h) Public Works/Water Dept:
 - i)

6. **Minutes:** November 20, 2023 Caucus Meeting with Executive Session and November 27, 2023 Monthly Meeting with Executive Session
Motion By: _____ **Second By:** _____
Roll Call: Baus, Berglund, Johnson, Page, Timm and Mayor Baile

7. **Resolutions:**

Public Comment for Resolutions Only: (Mayor to Open and Close after Public Comment)

- R261 Resolution Approving Meeting Dates for 2024
- R262 Resolution Requesting Permission of the Director of Local Government Services to Anticipate Special Item of Revenue in the 2023 Budget of the City of Gloucester City Pursuant to 40A:4-87 (Chapter 159, P.L.1948) FY23 COPS Hiring Program
- R263 Resolution providing for Budget Transfers
- R264 Resolution to Refund Payments on Various Tax Records
- R265 Resolution to Adjustments to Various Tax Records
- R266 Resolution to Correct Billing Charges on Utility Records
- R267 Resolution Authorizing CO No. 2 to the Contract with Think Pavers Hardscaping, LLC for Hudson Street Sewer Rehabilitation
- R268 Resolution Authorizing the Award of the Contract for Hypochlorite Solution to Buckman's Inc.
- R269 Resolution Awarding a Contract to Remington & Vernick Engineers for Scope of Services and Proposal for the Resurfacing of Atlantic Street from Market Street to Ridgeway Street
- R270 Resolution Authorizing Application to the New Jersey Department of Community Affairs for approximately \$30,000.00 for a project for the Gloucester City UEZ Events Program #2022-08008-1781
- R271 Resolution Authorizing Application to the New Jersey Department of Community Affairs for approximately \$50,000.00 for a project for the Gloucester City UEZ Events Storage Building Program #2022-08008-1782
- R272 Resolution to Place Municipal Charges on Tax Properties Where Service Work was Ordered and Work was Performed as Outlined on 108 S King St and 207 S King St
- R273 Resolution to Place Municipal Charges on Tax Properties Where Service Work was Ordered and Work was Performed as Outlined

Motion By: _____ **Second By:** _____

Roll Call: Baus, Berglund, Johnson, Page, Timm and Mayor Baile

8. **Ordinances Next Week for Second Reading/Public Hearing:**

O -2023 Ordinance Adopting a Redevelopment Plan for Block 61, Lots 1, 17, 17.01, 17.02, 27, 28, 29, Block 62, Lots 1, 2, 5, 6, and the Atlantic Street Row, A Non-Condemnation Redevelopment Area, Within the City of Gloucester City, County of Camden, State of New Jersey

O -2023 Ordinance Adopting a Redevelopment Plan for Block 50, Lot 1, a Non-Condemnation Redevelopment Area, Within the City of Gloucester City, County of Camden, State of New Jersey

9. **Correspondence:**

- a) From Pine Grove Civic Association, requesting to waive the local bingo/raffle license fees

10. **Adjournment:**

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R 261 2023

MEETING DATES FOR 2024

WHEREAS, the New Jersey Open Public Meetings Act, Chapter 231 of the Laws of 1975, requires adequate notice of all public meetings and specifies the manner in which the same shall be accomplished and requires the publication of the time, date and place of said meeting.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Gloucester City, in the County of Camden and State of New Jersey, that the notice attached hereto and made a part hereof, shall be published by the City Clerk in the Courier Post and the Gloucester City News newspapers and posted by the City Clerk in accordance with said Act and given to any person requesting same in accordance with said Act for the Sum of Five Dollars (\$5.00).

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 18th day of December, 2023.

Vanessa L. Little, City Clerk

**2024 MONTHLY MEETINGS OF GOVERNING BODY
OF GLOUCESTER CITY**

***RE-ORGANIZATION MEETING
JANUARY 4, 2024 7:00 PM
313 MONMOUTH ST.***

The **REGULAR MONTHLY MEETINGS** of the Governing Body will be held at 7:00 P.M. prevailing time at City Hall, 313 Monmouth Street, Gloucester City, New Jersey on the following dates through the year 2024:

Monday	January 22, 2024	Monday	July 22, 2024
Monday	February 26, 2024	Monday	August 26, 2024
Monday	March 25, 2024	Monday	September 23, 2024
Monday	April 22, 2024	Monday	October 28, 2024
Thursday	May 30, 2024	Monday	November 25, 2024
Monday	June 24, 2024	Monday	December 23, 2024

The **CAUCUS SESSIONS** of the Governing Body will be held at 6:00 P.M. prevailing time at City Hall, 313 Monmouth Street, Gloucester City, New Jersey on the following dates through the year 2024:

Thursday	February 22, 2024		
Monday	March 18, 2024	Monday	September 16, 2024
Monday	April 15, 2024	Monday	October 21, 2024
Monday	May 20, 2024	Monday	November 18, 2024
Monday	June 17, 2024	Monday	December 16, 2024

Any and all business of any matters involving Gloucester City may be discussed at the above meetings and formal action may be taken.

Members of the public are cordially invited to attend any or all of the aforesaid meetings of the Governing Body.

Individuals who need Auxiliary Aids for effective communications in programs and services of the City of Gloucester City are invited to make their needs and preferences known to the City Clerk's Office (856)456-0205 twenty-four (24) hours in advance of any scheduled meeting.

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
R# -2023

**RESOLUTION REQUESTING PERMISSION OF THE DIRECTOR OF LOCAL
GOVERNMENT SERVICES TO ANTICIPATE SPECIAL ITEM OF REVENUE IN
THE 2023 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 \$250,000.00 from the COPS Office FY23 COPS Hiring Program; and

WHEREAS, the Mayor and Common Council of the City of Gloucester City desire to anticipate and appropriate the revenue in the 2023 Annual Budget for the benefit of the citizens of Gloucester City.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Gloucester City that the Director of the Division of Local Government Services be and hereby are requested to approve the insertion of an item of revenue in the budget of the year 2023 in the sum of \$250,000.00 which item is now available as a revenue from a COPS Office FY23 COPS Hiring Program; and

BE IT FURTHER RESOLVED that the like sum of \$250,000.00 is hereby appropriated under the caption of COPS Office FY23 COPS Hiring Program; and

BE IT FURTHER RESOLVED that the above is the result of a grant awarded by the COPS Office FY23 COPS Hiring Program.

Dayl R. Baile, Mayor

Passed by Mayor and Common Council this 18th day of December, 2023.

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY

County of Camden, State of New Jersey

#R - 2023

RESOLUTION TO PROVIDE FOR BUDGET TRANSFERS

WHEREAS, the Chief Financial Officer of the City of

Gloucester City has determined that certain 2023 budget

appropriations for the year are insufficient; and

WHEREAS, certain other 2023 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:5-59 the Chief Financial Officer be and is hereby authorized to make the following transfers between budget appropriation accounts for the year 2023:

See Exhibit A

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 18th day of December, 2023.

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2023

RESOLUTION TO REFUND PAYMENTS ON VARIOUS TAX RECORDS

WHEREAS, there were over-payments made to various tax records due to changing of mortgage companies, selling of homes, approval of totally disabled veteran, etc.; and

WHEREAS, the interested parties have requested a refund of these over-payments; and

WHEREAS, these adjustments were reviewed by the Finance Committee and they have recommended that these refunds be approved and disbursed; and

WHEREAS, these adjustments made in November are noted as follows:

Amount	Block/Lot	Property Location	Reason for Refund	Mail Refund to
\$1617.42	270/5.01	51 Cornell	Over-payment 3 rd qtr taxes	James Woodley 51 Cornell Ave Gloucester City, NJ 08030

NOW, THEREFORE, BE IT RESOLVED that both the Tax Collector of the City of Gloucester City is authorized to adjust the tax accounts to make these refunds and the Chief Financial Officer is authorized to make the disbursements as noted and file the proper documentation accordingly.

Adopted by the Mayor and Common Council of Gloucester City this . . .th day of December 2023.

Dayl R. Baile, Mayor

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2023

RESOLUTION TO ADJUSTMENTS TO VARIOUS TAX RECORDS

WHEREAS, there is a need to make necessary various billing adjustments on Tax Records; and

WHEREAS, the adjustments to be made include the following:

Block/Lot	Amount	Address	Issue
256.05/3	2685.96	9 Green Acres	Online payment returned, payment removed
243/4	1000.00	419 Highland	Bank returned check; payment removed
57/14	2,788.10	406 Somerset	Bank returned check; payment removed

; and

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: th day of December, 2023.

Dayl R. Baile, Mayor

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2023

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, the adjustments to be made include the following:

Block/Lot	ID	Address	Amount	Issue
256.05/3	14412-0	9 Green Acres	189.49	Online payment returned, payment removed
53/9	6612-0	17 S Broadway	1000.00	TD Bank returned check, payment removed
197/6	29433-0	511 Essex	990.90	TD Bank returned check, payment removed
197/6	29426-0	511 Essex	1369.90	TD Bank returned check, payment removed
202/1	29708-0	414 Filmore	279.25	TD Bank returned check, payment removed
126/3	9229-0	1020 Jersey	510.00	Meter fee charged in error

; and

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 th day of December, 2023.

Dayl R Baile, Mayor

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2023

**RESOLUTION AUTHORIZING CHANGE ORDER NO. 2 TO THE CONTRACT WITH
THINK PAVERS HARDSCAPING, LLC FOR HUDSON STREET SEWER
REHABILITATION**

WHEREAS, a contract exists between Think Pavers Hardscaping, LLC and the City of Gloucester City for the Hudson Street Sewer Rehabilitation; and

WHEREAS, the cost of the original contract as awarded, needs to be amended for final adjustment of as-built quantities.

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 Think Pavers Hardscaping, LLC and the City of Gloucester City for the Hudson Street Sewer Rehabilitation be amended:

Current Contract Price:	\$600,416.00
Change Order #2 Decrease	\$26,344.50
Adjusted Amount based on Change Order #1 Final	\$574,071.50

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 18th day of December, 2023.

Vanessa L. Little City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R -2023
RESOLUTION AUTHORIZING THE AWARD OF THE CONTRACT FOR
HYPOCHLORITE SOLUTION TO BUCKMAN'S INC.

WHEREAS, the City of Gloucester City ("City") advertised for bids for the contract for Hypochlorite Solution; and

WHEREAS, one (1) response for the contract for Hypochlorite Solution was received from Buckman's Inc. ("Buckman's"); and

WHEREAS, the responses were reviewed by Mr. Brian Morrell on behalf of the City and following his review, Mr. Morrell recommended the award of the contract to Buckman's; and

WHEREAS, the City Solicitor reviewed the bid received and recommended the award of the contract to Buckman's; and

WHEREAS, the Mayor and Common Council of the City of Gloucester City concur with the above recommendation and desire to award the contract to Buckman's.

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

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The contract for Hypochlorite Solution is hereby awarded to Buckman's Inc.
3. The Mayor, City Administrator and/or their designees are hereby directed to take any and all steps necessary to effectuate the award and execution of the aforementioned contract.
4. Funds are available for payment of this Contract.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 18th day of December, 2023.

Vanessa L. Little City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2023

**RESOLUTION AWARDING A CONTRACT TO REMINGTON & VERNICK
ENGINEERS FOR SCOPE OF SERVICES AND PROPOSAL FOR THE
RESURFACING OF ATLANTIC STREET FROM MARKET STREET TO
RIDGEWAY STREET**

WHEREAS, the City of Gloucester City (the “City”) is desirous of obtaining professional services for the scope of services and proposal for the Resurfacing of Atlantic Street from Market Street to Ridgeway Street; and

WHEREAS, Remington & Vernick Engineers are a reputable firm possessing expertise and specialty in the field of engineering and construction phase services as required by the City; and

WHEREAS, Remington & Vernick Engineers has submitted a proposal for an amount not to exceed Forty-Four Thousand One Hundred Dollars (\$44,100.00); and

WHEREAS, funds are available for this project as evidenced by the attached Certificate of Availability of Funds.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Gloucester City, in the County of Camden, that Remington & Vernick Engineers be awarded a contract for the Scope of Services and Cost Proposal for the Resurfacing of Atlantic Street from Market Street to Ridgeway Street.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 18th day of December, 2023.

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
R# -2023

**RESOLUTION AUTHORIZING APPLICATION TO THE NEW JERSEY DEPARTMENT OF
COMMUNITY AFFAIRS FOR \$30,000.00 FOR THE GLOUCESTER CITY UEZ EVENTS
PROGRAM PROJECT #2022-08008-1781**

WHEREAS, the City of Gloucester City, NJ, desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for an amount not to exceed \$30,000.00 to carry out a project for the Gloucester City UEZ Events Program #2022-08008-1781; and

WHEREAS, the City of Gloucester City, NJ recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the City of Gloucester City, NJ and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

Dayl R. Baile, Mayor

I, Vanessa L. Little, Clerk of Gloucester City, NJ hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Council at their meeting of December 18, 2023, held at 313 Monmouth Street, Gloucester City, New Jersey.

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
R# -2023

**RESOLUTION AUTHORIZING APPLICATION TO THE NEW JERSEY DEPARTMENT OF
COMMUNITY AFFAIRS FOR \$50,000.00 FOR THE GLOUCESTER CITY UEZ EVENTS
STORAGE BUILDING PROGRAM PROJECT #2022-08008-1782**

WHEREAS, the City of Gloucester City, NJ, desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for an amount not to exceed \$50,000.00 to carry out a project for the Gloucester City UEZ Events Storage Building Program #2022-08008-1782; and

WHEREAS, the City of Gloucester City, NJ recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the City of Gloucester City, NJ and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

Dayl R. Baile, Mayor

I, Vanessa L. Little, Clerk of Gloucester City, NJ hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Council at their meeting of December 18, 2023, held at 313 Monmouth Street, Gloucester City, New Jersey.

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2023

RESOLUTION TO PLACE MUNICIPAL CHARGES
ON TAX PROPERTIES WHERE
SERVICE WORK, WAS ORDERED AND
WORK WAS PERFORMED AS OUTLINED
ON 108 S KING ST, GLOUCESTER CITY, BLOCK 59 LOT 3 AND
207 S KING ST, GLOUCESTER CITY, BLOCK 69 LOT 7

WHEREAS, there exists a need to perform work on certain properties and/or certain charges need to be applied to these properties, 108 S King Street and 207 S King Street; and

WHEREAS, said work was ordered by the Gloucester City Water Department and City Administrator and performed by Anytek Services on these properties; and

WHEREAS, performing this required work will result in a municipal charge against the stated property to be due in 30 days, otherwise 18% per annum interest will be charged, following the 30 day due date; and

WHEREAS, other charges, such as fines or legal fees, may be imposed due to certain actions that require the collection of municipal charges may also be included.

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 a municipal charge be placed on said properties for the work which was performed and/or other charges which need to be recorded.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Chief Financial Officer, Housing Department, and the City Tax Collector as their authorization and that their records be noted accordingly.

Adopted by the Mayor and Common Council of Gloucester City, this 18th day of December, 2023.

Dayl R. Baile, Mayor

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2023

RESOLUTION TO PLACE MUNICIPAL CHARGES
ON TAX PROPERTIES WHERE
SERVICE WORK, FINES OR LEGAL FEES WERE ORDERED AND
WORK WAS PERFORMED AS OUTLINED

WHEREAS, there exists a need to perform work on certain properties and/or certain charges need to be applied to these properties as stated in the attached schedule; and,

WHEREAS, said work must be ordered by the Gloucester City Housing Department and performed by Gloucester City Public Works Department on these properties also stated in the attached schedule and noted with work order numbers; and,

WHEREAS, performing this required work will result in a municipal charge against the stated property to be due in 30 days, otherwise 18% per annum interest will be charged, following the 30-day due date; and,

WHEREAS, other charges such as fines or legal fees are required due to certain actions that require the collection of municipal charges may also be included on the attached schedule.

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 a municipal charge be placed on said properties for the work which must be performed and/or other charges need to be recorded.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Chief Financial Officer, Housing Department, and the City Tax Collector as their authorization and that their records be noted accordingly.

Adopted by the Mayor and Common Council of Gloucester City, this 18th day of December, 2023

Dayl R. Baile, Mayor

Vanessa L. Little, City Clerk