

**Caucus Meeting of the
Mayor and Common Council of Gloucester City
Thursday, November 10, 2022 6:00 P.M.
313 Monmouth Street**

Agenda

1. **Call Meeting to Order:**
2. **Pledge of Allegiance:**
3. **Roll Call:** Baus, Berglund, Hutchinson, 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: VFW Raffle License 5-2022
 - g) Police:
 - h) Public Works/Water Dept:

6. **Presentation:** South Port - David Papen

7. **Resolutions for Discussion:**

- R Resolution Adopting Neighborhood Preservation Program to Implement and Administer a Plan for Year Two
- R Resolution Authorizing Purchase of a Leaf Collector for the Public Works Department
- R Resolution to Conduct Electronic Tax Sale
- R Resolution to Allow a Charge of \$25.00 per Notice of Tax Sale on Delinquent Accounts

- R Resolution to Correct Billing Charges on Utility Records
- R Resolution to Adjustments to Various Tax Records
- R Resolution to Refund Payments on Various Tax Records
- R Resolution to Refund Payments on Various Utility Records
- R Resolution Authorizing Senior and Veterans Deductions
- R Resolution Authorizing Payments to Certain Employees in Consideration of their Waiver of Group Health Benefits
- R Resolution to Provide for Budget Transfers

8. **Ordinance for Second Reading next week (11-22-2022):**

O 21-2022 Ordinance Amending the Ordinance Regulating the Salaries of the Employees of the City of Gloucester City, County of Camden, State of New Jersey (Chief Housing Inspector)

Ordinances for First Reading next week (11-22-2022):

O 22-2022 Ordinance Amending the Ordinance Regulating the Salaries of the Employees of the City of Gloucester City, County of Camden, State of New Jersey (Fire Fighter Local 51)

O 23-2022 Ordinance Amending the Ordinance Regulating the Salaries of the Employees of the City of Gloucester City, County of Camden, State of New Jersey (Steelworkers Salary)

O 24-2022 Ordinance Amending the Ordinance Regulating the Salaries of the Employees of the City of Gloucester City, County of Camden, State of New Jersey (CWA)

9. **Correspondence:**

- a) From St. Mary's Parish 175th Anniversary Committee- requesting use of the Fishing Pier at Proprietor's Park on Tuesday, August 15, 2023 from 5pm to 7pm.
- b) From VFW – requesting to waive local city fee for raffle license 5-2022

10. **Adjournment:**

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
R# -2022

**RESOLUTION ADOPTING NEIGHBORHOOD PRESERVATION PROGRAM
TO IMPLEMENT AND ADMINISTER PLAN FOR YEAR TWO**

WHEREAS, the City of Gloucester City desires to apply for, obtain and accept a grant from the NJ Department of Community Affairs (NJDCOA) for approximately \$125,000.00, to administer and implement a DCA approved Year Two (2) Neighborhood Preservation Program (NPP), implementation plan; and

WHEREAS, the NPP Program has subsequently provided certain guidelines regarding assembling a policies and procedures manual for the management of the NPP funding; and

WHEREAS, the NPP Program has subsequently provided that Lori Ryan will be designated the NPP Coordinator to represent the City of Gloucester City, at an amount of \$10,000.00; and

WHEREAS, the City created a NPP Stakeholders Committee to determine projects for Year Two (2) and in consideration of the five-year implementation plan as submitted in Year 1; and

WHEREAS, the City hereby authorizes the Year Two application implementation plan related to the grant and has taken objectives as noted in the application and combined them with recommendations from the NPP Stakeholder Committee and subject to the terms and conditions set forth in the grant guidance and thereafter accept all awarded funds and technical assistance;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of Gloucester City that the Mayor, Chief Financial Officer, Business Administrator and NPP Coordinator are authorized and directed to execute any documents, inclusive of the subsequent Grant Agreement, and/or undertake any and all such actions necessary to effectuate the purpose of this Resolution.

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 22nd day of November, 2022.

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
R# -2022

**RESOLUTION AUTHORIZING PURCHASE OF A LEAF COLLECTOR FOR THE
GLOUCESTER CITY PUBLIC WORKS DEPARTMENT**

WHEREAS, the City of Gloucester City wishes to purchase a leaf collector from an authorized vendor under the Sourcewell Contract #031121-ODB Program; and

WHEREAS, the purchase of goods and services by a local contracting unit is authorized by the Local Public Contracts Law, N.J.S.A. 40A:11-12; and

WHEREAS, H.A. DeHart & Son, 11 Crown Point Road, Thorofare, NJ 08086, has been awarded a contract through the Sourcewell Program; and

WHEREAS, the Public Works recommends the utilization of this contract on the grounds that it represents the best price available; and

WHEREAS, the actual cost for the purchase of the below listed equipment is expected not to exceed \$87,715.00
One (1) Leaf Collector; and

WHEREAS, the Chief Financial Officer has certified the availability of funds for this contract, as evidenced by the attached certificate.

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

D.A. DeHart & Son
11 Crown Point Road
Thorofare, NJ 08086

be awarded a contract not to exceed \$87,715.00 for the acquisition of the equipment listed above.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute all documents necessary to effectuate this contract.

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 22nd day of November, 2022.

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2022

RESOLUTION TO CONDUCT ELECTRONIC TAX SALE

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Government Services, and

WHEREAS, the Director of the Division of Local Government Services has approved NJ Tax Lien Investors/RealAuction.com to conduct electronic tax sales in the State of New Jersey along with participating Counties and Municipalities, and

WHEREAS, the rules and regulations authorize a municipality to conduct an electronic tax sale, and

WHEREAS, RealAuction.com has supplied and negotiated a contract to provide electronic tax sale services to the City of Gloucester City, and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process, and

WHEREAS, the City of Gloucester City wishes to conduct an electronic tax sale, and award a contract for such services to RealAuction.com as a vendor which has been determined to have complied with the statutory provisions necessary to supply such services;

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 the Tax Collector is hereby authorized to conduct an electronic tax sale.

Adopted by the Mayor and Common Council of Gloucester City, this 22nd day of November, 2022.

Dayl R. Baile, Mayor

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2022

RESOLUTION TO ALLOW A CHARGE
OF \$25.00 PER NOTICE OF TAX SALE ON
DELINQUENT ACCOUNTS

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Government Services, and

WHEREAS, the rules and regulations allow said municipality to charge a fee of \$25.00 per notice for the creation, printing and mailing of said notice; and

WHEREAS, in an effort to more fairly assign greater fiscal responsibility to delinquent taxpayers, the City of Gloucester City wishes to charge \$25.00 per notice mailed which will be assessed specifically to the delinquent accounts that are causing the need for a tax sale and not to the general tax base.

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 fee of \$25.00 per notice be established and is hereby authorized and directed to be charged for each notice of tax sale that is sent in conjunction with the 2023 electronic tax sale.

Adopted by the Mayor and Common Council of Gloucester City, this 22nd day of November, 2022.

Dayl R. Baile, Mayor

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2022

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
266/12.02	38854	134 Edwards	170.50	Online payment returned, payment removed
271.01/18	40998	1355 Thompson	128.50	Bank returned check, payment removed
2/1	18	Ellis	11686.50	Incorrect read in commercial book
85.01/30.01	14349	403 Jersey	256.75	Online payment returned, payment removed
215/10	31055	11 N Stinson	164.00	Online payment returned, payment removed
31/2	2880	137-139 N Broadway	164.00	Bank returned check, payment removed
148/9	21579	40 Champion	170.50	Bank returned check, payment removed

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 22nd day in November, 2022.

Dayl R Baile, Mayor

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2022

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 made in October include the following, and

Block/Lot	Address	Amount	Issue
135/23	200 S Broadway	2598.16	Bank returned check, payment removed
84/24	311 Jersey	1345.85	Per Assessor TDV as of 9/15/22

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 22nd day in November 22, 2022.

Dayl R. Baile, Mayor

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2022

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.

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 October are noted as follows:

Amount	Block/Lot	Property Location	Reason for Refund	Mail Refund to
\$192.30	84/24	311 Jersey	Per Assessor TDV as of 9/15/22	Agustin Deasis Jr 311 Jersey 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 22nd day in November 22, 2022.

Dayl R. Baile, Mayor

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2022

RESOLUTION TO REFUND PAYMENTS ON VARIOUS UTILITY RECORDS

WHEREAS, there were over-payments made to various utility records due to changing of mortgage companies, selling of homes, etc.

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 are noted as follows:

Amount	Block/Lot	Property Location	Reason for Refund	Mail Refund to
\$5.00	174/26	801 Paul St	Overpayment by previous owner (seller).	Trident Land Transfer Attn: Gatekeeping 7000 Lincoln Drive East Suite 105 Marlton, NJ 08053

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 22nd day in November 22, 2022.

Dayl R. Baile, Mayor

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2022

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):

Block/Lot	Property Location	Amount	Deduction Type	Year
None at this time				

Deductions that need to be removed (disallowed):

Block/Lot	Property Location	Amount	Deduction Type	Year
267.01/26	105 Park	\$250.00	Senior	2022
232/14	40 Oxford	\$250.00	Senior	2022

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 22nd day in November 22, 2022.

Dayl R. Baile, Mayor

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2022

**RESOLUTION AUTHORIZING PAYMENTS TO CERTAIN EMPLOYEES IN
CONSIDERATION OF THEIR WAIVER OF GROUP HEALTH BENEFITS**

WHEREAS, New Jersey Statutes 40A:10-17.1 permits any municipality which enters into a contract providing group health care benefits to its employees to allow any employee who is eligible for other health care coverage to waive coverage under the municipality's plan to which the employee is entitled by virtue of employment with the municipality; and

WHEREAS, in consideration of such waiver, a municipality may pay to the employee annually an amount which shall not exceed 25% or \$5,000, whichever is less, of the amount saved by the municipality because of the employee's waiver of coverage; and

WHEREAS, employees of the City of Gloucester City were offered the option to waive coverage and receive payment of a maximum 25% or tier amount by coverage listed below, whichever is less, of the amount saved in consideration of their waiver of coverage; and

Family Coverage	\$5,000.00
Spouse Coverage	\$4,971.00
Parent Child Coverage	\$3,315.00
Single Coverage	\$2,265.00

WHEREAS, several employees of the City of Gloucester City have elected to waive their coverage; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Gloucester City that payments be made to those employees who have waived coverage for the 2022 term as enumerated in the attached Schedule A of recipients.

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 22nd day of Nov., 2022.

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R - 2022

RESOLUTION TO PROVIDE FOR BUDGET TRANSFERS

WHEREAS, the Chief Financial Officer of the City of Gloucester City has determined that certain 2022 budget appropriations for the year are insufficient; and

WHEREAS, certain other 2022 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 2022:

See Exhibit A

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 22nd day of Nov., 2022.

Vanessa L. Little, City Clerk

ORDINANCE OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#O 21 -2022

**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:

<u>Salary Schedule</u>	<u>Retroactive to 1/01/22</u>		<u>Minimum</u>	<u>Maximum</u>
Subsection F				
<i>Elected Officials and Unclassified Appointments</i>				
Part II	Unclassified Employees			
	Chief Housing Inspector		60,000	95,000

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, 2022. 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: October 27, 2022.

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 22nd day of November, 2022.

Vanessa L. Little, City Clerk

ORDINANCE OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#O -2022

**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:

Local 51				
Salaries for Firefighters/Specialists Hired Prior to September 1, 2013				
	2021	2022	2023	2024
Firefighter				
Step 1	55,754.00	56,869.00	58,006.00	59,167.00
Step 2	61,632.00	62,865.00	64,122.00	65,405.00
Step 3	67,577.00	68,928.00	70,307.00	71,713.00
Step 4	73,183.00	74,647.00	76,140.00	77,662.00
Step 5	79,230.00	80,814.00	82,430.00	84,079.00
Step 6	87,705.00	89,460.00	91,249.00	93,074.00
Fire Prevention Specialist				
Step 1	57,984.00	59,144.00	60,326.00	61,533.00
Step 2	64,097.82	65,379.78	66,687.37	68,021.12
Step 3	70,280.00	71,686.00	73,119.00	74,582.00
Step 4	76,110.00	77,633.00	79,185.00	80,769.00
Step 5	82,399.00	84,047.00	85,728.00	87,442.00
Step 6	91,214.00	93,038.00	94,899.00	96,797.00

Salaries for Firefighters/Specialists Hired After to September 1, 2013				
Firefighter	2021	2022	2023	2024
Step 1	38,211.00	38,975.00	39,755.00	40,550.00
Step 2	45,282.00	46,188.00	47,111.00	48,053.00
Step 3	52,352.00	53,400.00	54,468.00	55,557.36
Step 4	59,423.00	60,612.00	61,824.00	63,060.00
Step 5	66,494.00	67,824.00	69,180.00	70,564.00
Step 6	73,563.00	75,035.00	76,535.00	78,066.00
Step 7	80,634.00	82,247.00	83,892.00	85,570.00
Step 8	87,704.70	89,458.79	91,247.97	93,072.93
Fire Prevention Specialist	2021	2022	2023	2024
Step 1	39,739.00	40,534.00	41,345.00	42,172.00
Step 2	47,093.40	48,035.27	48,995.97	49,975.89
Step 3	54,447.00	55,536.00	56,646.00	57,779.00
Step 4	61,799.76	63,035.76	64,296.47	65,582.40
Step 5	69,154.00	70,537.00	71,948.00	73,387.00
Step 6	76,506.12	78,036.24	79,596.97	81,188.91
Step 7	83,859.00	85,536.00	87,247.00	88,992.00
Step 8	91,212.00	93,037.00	94,897.00	96,795.00

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

Introduced and Passed on First Reading:

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 22nd day of
November, 2022.

Vanessa L. Little, City Clerk