

**Caucus Meeting of the
Mayor and Common Council of Gloucester City
Thursday, January 20, 2022 6:00 P.M.**

**Zoom
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:
 - g) Police:
 - h) Public Works/Water Dept:

6. **Minutes:**
December 23, 2021 Regular Monthly Meeting & January 6, 2022 Re-Organization

7. **Resolutions:**
 - R030 Resolution to Conduct Electronic Tax Sale
 - R031 Resolution to Allow a Charge of \$25.00 per Notice of Tax Sale on Delinquent Accounts

Resolutions for Discussion:

- R Resolution Authorizing Refund of Certificate of Occupancy Fee
- R Resolution Authorizing Refund of Rental Facility Registration and License Fee
- R Resolution Authorizing Refund of Rental Facility Registration and License Fee
- R Resolution Approving Michael Stefkovic as Lead Inspector for the NJDCA Small Cities Housing Rehabilitation
- R Resolution Appointing Backup T4 Operator for the Gloucester City Utilities Department
- R Resolution Designating Handicapped Parking Spaces: Removing 236 Third Street
- R Resolution Designating Handicapped Parking Spaces: Removing 408 Hudson Street
- R Resolution Authorizing Award of Contract under the Camden County Cooperative Pricing System (Road Salt)
- R Resolution Authorizing Inter-local Services Agreement with the Borough of Bellmawr for the Sale of Brine
- R Resolution to Refund Payments on Various Tax Records
- R Resolution to Correct Billing Charges on Utility Records
- R Resolution to Adjustments to Various Tax Records

8. Correspondence:

- a) From Alex Tedesco – requesting leave of absence from Pump Station Operator for 2022
- b) From St. Mary’s Church – requesting to reduce water bill
- c) From Holy City Volunteers – requesting to hold 2nd Annual Fall Festival/Beer Garden on October 08, 2022 from 2-7pm.

9. Adjournment:

GLOUCESTER CITY
ENGINEER'S REPORT

January 2022

A. Projects

1. Grants/Road Projects

- a. NJDOT FY 2019 Grant \$312,395 (Filmore Street: Sherman Street to Morris Street)
 - 1) Maintenance Bond expires June 25, 2022
- b. NJDOT FY 2020 Grant \$261,386 (Center St, 8th and 9th)
 - 1) Maintenance Bond expires October 6, 2022
- c. NJDOT FY 2021 Grant \$334,600 (Filmore Street Phase 2: Morris to Hudson)
 - 1) Complete.
 - 2) **Initiated NJDOT Closeout.**
- d. **NJDOT FY 2022 Grant \$331,907.00**
 - 1) **Awarded: Atlantic, Barlow, Bernard and Park**
- e. Johnson Park Jogging Trail (TRIAD investigating funding)
 - 1) Awaiting funding
 - 2) Tree planning grant (Lori handling)
- f. **Traffic Signal Timing Study (Market St/Cold Springs Dr and Broadway/Market St)**

2. Roof Replacement/Repairs

- a. 313 Monmouth St: Maintenance Bond expires December 20, 2022
- b. **230 Nicholson Rd: City to move ahead with emergency roof replacement and mold investigation (Pennoni previously issued proposal 3-24-2021 for partial replacement)**
- c. Public Works main garage: Site meeting 2-25-2021; Pennoni report (repair/replace)
- d. 512 Monmouth Street: Gable roof issues

3. Utility Projects

- a. Hudson Street: Applied for Small Cities Grant: \$400,000
 - 1) Submitted to DCA by TRIAD: Awaiting award notice
- b. Bergen Street utilities between Brown and Johnson
 - 1) Maintenance Bond expires August 20, 2022
- c. **Sussex Street Sewer Rehab (Market St to Cumberland St): "release of funds" \$400,000**
 - 1) Award: Mount Construction
 - 2) **PSEG Gas line relocation holding up schedule**
 - 3) **Coordination to rehabilitate sewer piping (under DCA review)**
- d. Sussex Street Phase 2 Sewer Rehabilitation: Pending funding
- e. Barnard Street: Project cost: \$1.12 Million
 - 1) **Received NJDOT Funding**
- f. **Division Street Utility Rehab: Submitted for Small Cities Grant (TIAD)**
- g. New Jersey Water Quality Accountability Act
 - 1) **GIS Mapping complete and operational**
- h. Risk and Resilience certification submitted; ERP Certification by Donna Domico
- i. Water Plant Issues
 - 1) GAC Units (NJDEP MCL/PFNA)
 - i) Building enclosure for Jet Vac (HOLD)
 - 2) SCADA Contractor: Complete Controls Services

4. Storm Water Infrastructure Improvements

- a. NJDEP Deadline for Stormwater Ordinance Amendments Complete (Lori handling)
- b. Grant opportunity for "Green Infrastructure" (submitted by TRIAD)

5. Tax Map Issues

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 20th day of January, 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 2021 electronic tax sale.

Adopted by the Mayor and Common Council of Gloucester City, this 20th day of January, 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 REFUND OF CERTIFICATE OF OCCUPANCY FEE

WHEREAS, Michael Banfield has applied for a certificate of occupancy inspection at 22 Cornell Avenue; and

WHEREAS, the fee was applied twice, and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of Gloucester City that a refund be issued to Michael Banfield in the amount of \$100.00 for refund of certificate of occupancy fee.

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 27th day of January 2022.

Vanessa L. Little, City Clerk

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

**RESOLUTION AUTHORIZING REFUND OF RENTAL FACILITY REGISTRATION
AND LICENSE FEE**

WHEREAS, Wisteria Invest All LLC, the owner, has applied for 2022 Rental Facility Registration and License for 303 Essex Street, Unit 1; and

WHEREAS, the fee was paid twice for 2022; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of Gloucester City that a refund be issued to Wisteria Invest All LLC in the amount of \$125.00 for rental facility registration and license fee.

Dayl Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 27th day of January 2022.

Vanessa L. Little, City Clerk

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

**RESOLUTION AUTHORIZING REFUND OF RENTAL FACILITY REGISTRATION
AND LICENSE FEE**

WHEREAS, Actlien Loan SPV II LLC, the owner, has applied for 2022 Rental Facility Registration and License for 407 Hudson Street; and

WHEREAS, the fee was paid twice for 2022; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of Gloucester City that a refund be issued to Actlien Property Management LLC in the amount of \$150.00 for rental facility registration and license fee.

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 27th day of January 2022.

Vanessa L. Little, City Clerk

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

**RESOLUTION APPROVING MICHAEL STEFKOVIC AS LEAD INSPECTOR FOR THE
NJDCA SMALL CITIES HOUSING REHABILITATION**

WHEREAS, Gloucester City is in need of lead based paint inspector/clearance services for NJDCA Small Cities Housing Rehabilitation Grant Funding for the rehabilitation of houses for qualified residents within the City; and;

WHEREAS, Gloucester City published Request for Proposals relative to these positions pursuant to N.J.S.A 40A:11-4.1, which were due on December 23, 2021; and

WHEREAS, Environmental Testing Services (ETS) was the only company that responded to the Request for Proposals for the lead based paint inspector; and

WHEREAS, Environmental Testing Services (ETS) proposal was scored, in accordance with the provisions of the Request for Proposals and it was determined that they meet all of the necessary qualifications and criteria for this position.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of Gloucester City, County of Camden and State of New Jersey, Environmental Testing Services (ETS) is hereby appointed Lead Based Paint Inspector for the NJDCA Small Cities Housing Rehabilitation Grant Funding for the rehabilitation of homes with the City.

AND BE IT FURTHER RESOLVED, that the Professional Services Contracts are subject to the review and approval of the City Solicitor,

AND BE IT FURTHER RESOLVED, that such appointments are subject to approval by the Department of Community Affairs, Division of Housing and Community Resources in accordance with the Memorandum of Understanding between Gloucester City and the Department of Community Affairs, Division of Housing and Community Services,

AND BE IT FURTHER RESOLVED, that the Clerk certify a copy of this Resolution and file it on the public record.

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 27th day of January, 2022.

Vanessa L. Little, City Clerk

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

**RESOLUTION APPOINTING BACKUP T4 OPERATOR FOR THE
GLOUCESTER CITY UTILITIES DEPARTMENT**

WHEREAS, the Mayor and Common Council of Gloucester City have found a need to appoint a backup T4 operator in the absence of the Special Licensed Water/Sewer Operator at a salary of \$66,300.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Gloucester City, that Daniel Harkins is hereby appointed Backup T4 Operator for the Gloucester City Utilities Department and shall perform all the duties of said department effective January 01, 2022.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 27th day of January, 2022.

Vanessa L. Little, City Clerk

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

RESOLUTION DESIGNATING HANDICAPPED PARKING SPACES:
REMOVING: 236 THIRD 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

Lesley Schultz

236 Third Street

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 27th day of January, 2022.

Vanessa L. Little, City Clerk

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

RESOLUTION DESIGNATING HANDICAPPED PARKING SPACES:
REMOVING: 408 HUDSON 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

Leona Handy

408 Hudson Street

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 27th day of January, 2022.

Vanessa L. Little, City Clerk

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

**RESOLUTION AUTHORIZING AWARD OF CONTRACTS UNDER THE CAMDEN
COUNTY COOPERATIVE PRICING SYSTEM (ROAD SALT)**

WHEREAS, the County of Camden, as the Lead Agency for the Camden County Cooperative Pricing System received and opened publicly advertised bids on September 11, 2020; and

WHEREAS, Atlantic Salt, Inc. was the lowest responsible bidder who complied with the specifications for Item No. 1, Sodium Chloride, and bid the unit price of \$48.00 per ton, and \$62.00 per ton for Item No. 2, Pre-Treated Liquid Enhanced Sodium Chloride; and

WHEREAS, Atlantic Salt, Inc. was the lowest responsible bidder who complied with the specifications for year two Item No. 1, Sodium Chloride, and bid the unit price of \$48.85 per ton, and \$62.85 per ton for Item No. 2, Pre-Treated Liquid Enhanced Sodium Chloride; and

WHEREAS, said bid with a one year option to renew for a second year, said option to be exercised at the sole discretion of the County; and.

WHEREAS, funds are available for this contract as evidenced by the attached certificate of availability of funds and shall further be contingent upon the availability and appropriation of sufficient funds for this purpose in the temporary and/or permanent 2022 budget.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of Gloucester City that the proper officials be and are hereby authorized to execute all documents necessary to effectuate this contract.

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 27th day of January, 2022.

Vanessa L. Little, City Clerk

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

**RESOLUTION AUTHORIZING INTERLOCAL SERVICES AGREEMENT WITH THE
BOROUGH OF BELLMAWR 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 Buyer, Borough of Bellmawr has 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 \$.45 per gallon.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute an Interlocal Services Agreement with the Borough of Bellmawr to provide for this service.

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 27th day of January, 2022.

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 are noted as follows:

Amount	Block/Lot	Address	Issue
\$98.98	177/10	503 Chambers Ave	Added/omitted bill appealed successfully

Mail Refund to:

CORE LOGIC
ATTN: RETURNS DEPT
3001 HACKBERRY RD
IRVING, TX 75063-0156

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 27th day in January 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 made include the following, and

Block/Lot	ID #	Address	Amount	Reason
177/3	26707	504 Middlesex	1311.00	COMPUTER OVERESTIMATED PRIOR BILLING
269.01/6	40395	1407 Baetzel	164.00	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 27th day in January, 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 November include the following, and

Block/Lot	Amount	Address	Issue
272/23	1480 Chestnut	2,152.24	Bank returned check, payment removed
232/2	309 Nicholson	1,418.55	Bank returned check, payment removed
227/3.01	304 Nicholson	1,346.18	Bank returned check, payment removed
265/14	1144 Station	2,003.39	Online payment returned, payment removed

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 27th day of January, 2022.

Dayl R. Baile, Mayor

Vanessa L. Little, City Clerk