

**154th ANNUAL RE-ORGANIZATION OF THE
MAYOR AND COMMON COUNCIL
OF GLOUCESTER CITY, NEW JERSEY
Thursday, January 5, 2023, 7:00 P.M.
313 Monmouth Street**

Agenda

1. **Call to Order by Mayor Baile/Sunshine Law Statement:** This meeting is being held in accordance with the New Jersey Open Public Meetings Act. Notice has been legally advertised in the Gloucester City News & Courier Post. Copies have been given to those requesting same.
2. **Pledge of Allegiance:**
3. **Invocation:** Father David Klein, St. Mary's Church
4. **Roll Call:** Baus, Berglund, Johnson, Hutchinson, Page and Mayor Baile
5. **Certificate of Election/Oath of Office:**
Dayl R. Baile, Mayor
Samuel F. Budesa, III – Council At-Large
Robert J. Page – Council At-Large
Derek Timm – Council At-Large
6. **Roll Call:** Baus, Berglund, Budesa, Johnson, Page, Timm and Mayor Baile
7. **Resolutions:**
R001 Appointing Professionals for the Calendar Year 2023:

<i>Auditor</i>	<i>Bowman & Company LLC</i>	<i>Prosecutor</i>	<i>Andrew S. Viola</i>
<i>Bond Counsel</i>	<i>Parker McCay, PA</i>	<i>Public Defender</i>	<i>Charles Wigginton</i>
<i>Solicitor</i>	<i>Wade, Long, Wood & Long, LLC</i>	<i>Special Counsel/Tax Office</i>	<i>Brett Wiltsey, Obermayer</i>
<i>Engineer</i>	<i>Penmoni Associates, Inc.</i>	<i>Grants Management</i>	<i>Triad Associates, Inc.</i>
<i>Special Labor Counsel</i>	<i>Brown/Connery</i>	<i>Risk Management</i>	<i>Conner Strong & Buckelew</i>
<i>Special Counsel/Redevelopment</i>	<i>Maley Givens</i>	<i>Special Projects/Redev. Engr.</i>	<i>Remington & Vernick Engineers</i>
		<i>Environmental Engineer</i>	<i>Penmoni Associates, Inc.</i>

- R002** Appointing Commissioner to the Camden County Joint Insurance Fund and Southern New Jersey Health Insurance Fund (*Brian Morrell, Dayl R. Baile, Alt.*)
- R003** Appointment of Councilmanic Member of the Planning Board
George Berglund, Class III, 1 year term expiring 12-31-2023
- R004** Mayoral Appointment, with Advice and Consent of Council, of the Committees of Common Council of Gloucester City for 2023

<u>Police</u>	<u>Fire</u>	<u>Finance/Admin.</u>	<u>Pub. Works</u>	<u>Housing</u>	<u>Licensing</u>	<u>Celebrations</u>
<i>Baile</i>	<i>Baile</i>	<i>Baile</i>	<i>Baus</i>	<i>Berglund</i>	<i>Johnson</i>	<i>Baus</i>
<i>Berglund</i>	<i>Johnson</i>	<i>Budesa</i>	<i>Budesa</i>	<i>Johnson</i>	<i>Baus</i>	<i>Berglund</i>
<i>Page</i>	<i>Baus</i>	<i>Page</i>	<i>Timm</i>	<i>Page</i>	<i>Timm</i>	<i>Timm</i>

Council Liaison to Boards & Committees

Planning & Zoning Board: *Berglund*
 Economic Development Council/ UEZ/GCBA: *Timm*
 Sports Organizations & Veterans Organizations: *Budesa & Bruce Parry*
 School Board Liaison: *Budesa*
 Zero Tolerance Board: *Baile/Page*
 Board of Health: *Baus*
 Marketing/Technology: *Timm & Lori Ryan*

- R005** Appointment of Members of Board of Health

- R006** Authorizing and Designating Official Signatures on Various Gloucester City Bank Accounts
- R007** Authorizing Investment of Idle Funds and Fund Transfers
- R008** Naming Official Depositories/Night Depository for 2023
- R009** Policies and Procedures for the Office of the Tax Collector for the Year 2023
- R010** Authorizing the City Clerk's Office to Establish a Petty Cash Fund in the Amount of \$1,000.00
- R011** Designating Official Newspapers
- R012** Authorizing the Filing of Tax Appeals by Tax Assessor
- R013** Resolution Designating a Public Agency Compliance Officer
- R014** Authorizing Execution of a Professional Services Agreement with Rutgers, The State University of New Jersey (*Employee Assistance Program*)
- R015** Awarding a Contract to Municipal Software, Inc. for Extraordinary Unspecifiable Services
- R016** Awarding a Contract to Senior Citizens United Community Services of Camden County, Inc. for Extraordinary Unspecifiable Services
- R017** Resolution Authorizing Award of Contract to Independent Animal Care Services LLC for Animal Control Services and as Animal Cruelty Investigator
- R018** Resolution Adopting Temporary Municipal Budget
- R019** Resolution of Appointment to the Gloucester City Housing Authority
- R020** Resolution Authorizing Gloucester City, Camden County through the Gloucester City Police Department to Participate in the Defense Logistics Agency, Law Enforcement Support Office, 1033 Program to Enable the Gloucester City Police to Request and Acquire Excess Department of Defense Equipment
- R021** Resolution Awarding a Contract to Voorhees Animal Orphanage for Extraordinary Unspecifiable Services
- R022** Resolution Authorizing the Award of a Fair and Open Contract for Managed Service Provider
- R023** Resolution to Appoint PM Consultants, LLC as Certified Municipal Finance Officer and Related Services

Motion By:

Second By:

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

8. Correspondence from Mayor Dayl Baile: Mayoral Appointments:

Gloucester City Planning Board:

- Dave Smith, Class 1 Member, Mayor's Designee, 1 yr. term, term expiring 12/2023*
- William Gallagher, Class 2 Member, 1 yr. term, term expiring 12/2023*
- George Berglund, Class 3 Member, 1 yr. term, term expiring 12/2023*
- Theodore Howarth, Jr., Class 4 Member, 4 yr. term, term expiring 12/2026*
- Thomas O'Donnell, Class 4 Member, 4 yr. term, term expiring 12/2026*
- Keith Tetreault, Class 4 Member, 4 yr. term, term expiring 12/26*
- Gemma Schultes, Class 4 Member, 4 yr. term, term expiring 12/2026*
- Stephen Courant, Class 4 Member, 4 yr. term, unexpired term, term expiring 12/24*
- Doris Wasko, Alt. #1 Member, 2 yr. term, unexpired term, term expiring 12/23*
- John Thompson, Alt. #2, 2 yr. term, unexpired term, term expiring 12/24*

Gloucester City Library Board of Trustees:

- Brian Francis, Alt. for Superintendent 1 yr. term, term expiring 12/2023*
- Carol Eller, Alt. for Mayor, 1 yr. term, term expiring 12/2023*
- Linda Baile, Member, 5 yr. term, term expiring 12/27*
- Mary Ellen Plews, Member, 5 yr. term, term expiring 12/27*

9. **Open Forum:** The Governing Body has approved the following rules governing the procedures of the Open (General) Public Forum: Any citizen or taxpayer wishing to address the Governing Body may do so after approaching the rail, stating his or her name and address and being recognized by the chair. Said citizen or taxpayer will then be permitted to address the Governing Body for five minutes. After all persons wishing to address the Governing Body have had the opportunity, persons may approach the rail for a second and final five-minute interval during this session.

10. **Remarks: from Mayor & Council:**

11. **Adjournment:**

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R 001 - 2023

**RESOLUTION TO APPOINT PROFESSIONALS FOR CITY OF GLOUCESTER CITY FOR
CALENDAR YEAR 2023**

WHEREAS, there exists a need for various professional services for the City of Gloucester City, County of Camden, and State of New Jersey for the calendar year 2023; and

WHEREAS, the City of Gloucester City has publicly solicited qualifications and proposals in a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.

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 Local Public Contracts Law, New Jersey Revised Statutes 40:11 et seq., and the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, that

BOWMAN & COMPANY, LLP, 601 White Horse Road, Voorhees, NJ 08043, a Registered Municipal Accountant of the State of New Jersey is hereby appointed Auditor for the City of Gloucester City to audit the records of the City for the year 2022, to prepare the Financial Statement as of December 31, 2021, and to assist with the preparation of the 2023 Municipal Budget for an amount not to exceed \$83,000.00

PARKER McCAY, P.A., 9000 Midlantic St., Suite 300, P.O. Box 5054, Mt. Laurel, NJ 08054 is hereby appointed Bond Counsel for the City of Gloucester City for an amount not to exceed \$20,000.00

PENNONI ASSOCIATES, INC., 515 Grove St., Suite 1B, Haddon Heights, NJ 08035 is hereby appointed City Engineer for the City of Gloucester City for an amount not to exceed \$450,000.00

BROWN & CONNERY, 360 Haddon Ave., Westmont, NJ 08108 is hereby appointed Special Labor Attorney for the City of Gloucester City for an amount not to exceed \$60,000.00

ANDREW S. VIOLA, 735 N. Black Horse Pike, Runnemede, NJ 08078, an Attorney at Law of the State of New Jersey be and hereby is appointed Prosecutor of Municipal Court for the City of Gloucester City for an amount not to exceed \$24,000.00

CHARLES WIGGINTON, 32 S. Broadway, P.O. Box 24, Gloucester City, NJ 08030, an Attorney at Law of the State of New Jersey be and hereby is appointed Public Defender for the Municipal Court for the City of Gloucester City for an amount not to exceed \$24,000.00

EDWARD VERNICK, Remington & Vernick Engineers, 2059 Springdale Road, Cherry Hill, NJ 08033, is hereby appointed Redevelopment Engineer/Special Projects for the City of Gloucester City for an amount not to exceed \$100,000.00

PENNONI ASSOCIATES, INC., 515 Grove St., Suite 1B, Haddon Heights, NJ 08035 is hereby appointed as Environmental Engineer for the City of Gloucester City for an amount not to exceed \$15,000.00

WADE, LONG, WOOD & LONG, LLC, 1250 Chews Landing Rd., Suite 2, Laurel Springs, NJ 08021 is hereby appointed City Solicitor for the City of Gloucester City for an amount not to exceed \$280,000.00

MALEY GIVENS, 1150 Haddon Ave, Suite 210, Collingswood, NJ 08108 is hereby appointed as Special Redevelopment Counsel for an amount not to exceed \$50,000.00.

BRETT WILTSEY, OBERMAYER 1120 Route 73, Suite 420, Mt. Laurel, NJ 08054 is hereby appointed as Special Counsel to the Gloucester City Tax Office for an amount not to exceed \$80,000.00

BE IT FURTHER RESOLVED by the Mayor and Common Council of Gloucester City that the following be awarded extraordinary unspecifiable services contracts:

TRIAD ASSOCIATES, INC. 1301 W. Forest Grove Rd., Vineland, NJ 08360 is hereby appointed as Grants Management Consultant for an amount not to exceed \$75,000.00

CONNER STRONG & BUCKELEW 231 Main St., CN 2017, Toms River, NJ 08753 is hereby appointed as Risk Management Consultant. The services are provided through the Camden County Joint Insurance Fund and there is not a specific cost associated with the service.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

RESOLUTION APPOINTING COMMISSIONER TO THE
CAMDEN COUNTY JOINT INSURANCE FUND AND
SOUTHERN NEW JERSEY HEALTH INSURANCE FUND

WHEREAS, the City of Gloucester City is a member in the Camden County Joint Insurance Fund for the purpose of establishing general insurance coverage in accordance with N.J.S.A. 40A: 10-36; and

WHEREAS, the City of Gloucester City is a member in the Southern New Jersey Health Insurance Fund for the purpose of establishing health insurance coverage in accordance with N.J.S.A. 40A: 10-36; and

WHEREAS, it is necessary that a Fund Commissioner and Alternate Fund Commissioner be appointed to the Camden County Joint Insurance Fund and Southern New Jersey Insurance Fund to represent the City of Gloucester City;

NOW, THEREFORE, BE IT RESOLVED, by the City of Gloucester City, County of Camden, State of New Jersey that the following named individuals are appointed to serve as Fund Commissioner and Alternate Fund Commissioner for the City of Gloucester City from January 1, 2023 to December 31, 2023.

FUND COMMISSIONER
ALTERNATE FUND COMMISSIONER

Brian Morrell
Dayl R. Baile

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

RESOLUTION OF APPOINTMENT OF COUNCILMANIC MEMBER
OF PLANNING BOARD

BE IT RESOLVED, by the Mayor and Common Council of the City of Gloucester City that **GEORGE BERGLUND** is hereby appointed as Councilmanic Member of the Planning Board for a term of one (1) year ending December 31, 2023 and until his successor is appointed, provided, however, this appointment shall expire upon the expiration or termination of his office as a member of Common Council.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

RESOLUTION OF MAYORAL APPOINTMENT OF THE STANDING COMMITTEES
OF THE COMMON COUNCIL FOR 2023

BE IT RESOLVED, in accordance with Article 4 of the Administrative Code of Gloucester City, the Mayor of the City of Gloucester City hereby appoints the following Standing Committees of Council for 2023:

Police

Baile (Chairman), Berglund, Page

Fire

Baile (Chairman), Baus, Johnson

Finance & Administration

Baile (Chairman), Budesa, Page

Public Works

Baus (Chairman), Budesa, Timm

Housing

Johnson (Chairman), Berglund, Page

Licensing

Johnson (Chairman), Baus, Timm

Celebrations

Baus (Chairwoman), Berglund, Timm

Council Liaison to Boards, Committees

Planning & Zoning Board: Berglund

Economic Development Council/ UEZ/GCBA: Timm

Sports Organizations & Veterans Organizations: Budesa & Bruce Parry

School Board Liaison: Budesa

Zero Tolerance Board: Baile/Page

Board of Health: Baus

Marketing/Technology: Timm & Lori Ryan

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R 005 - 2023

RESOLUTION OF APPOINTMENTS OF MEMBERS OF BOARD OF HEALTH

BE IT RESOLVED, by the Mayor and Common Council of the City of Gloucester City that the following persons be appointed as members to the Board of Health:

Member	Nancy Gartland	expiring 12/23 for unexpired term of Anne Stiles
Alt. #1	Lynn Jergensen	expiring 12/24
Alt. #2	Sarah O'Brien	expiring 12/24

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

**RESOLUTION AUTHORIZING AND DESIGNATING OFFICIAL SIGNATURES ON
VARIOUS GLOUCESTER CITY BANK ACCOUNTS**

WHEREAS, the City of Gloucester City has heretofore established certain Banks and Trusts as official depositories pursuant to N.J.S.A. 40A:5-14, and

WHEREAS, the following accounts exist:

1. Gloucester City General Account
2. Gloucester City Water Department Checking Account
3. Gloucester City Water Capital System Account
4. Gloucester City Unemployment Trust Fund Account I
5. Gloucester City Dog License Account
6. Gloucester City Salary Account
7. Gloucester City Capital Fund Account
8. Gloucester City UDAG Checking Account
9. Gloucester City Disbursement Account
10. Gloucester City Sewer Checking Account
11. Gloucester City UDAG Savings Account
12. Gloucester City Unemployment Trust Fund Account II
13. Gloucester City Concentration Account
14. Gloucester City Escrow Account (Planning)
15. Gloucester City Escrow Account (Inspection)
16. Gloucester City GT Remediation Fund Account
17. Gloucester City RCA Account (Evesham Township, Washington Township and East Greenwich Township); and

WHEREAS, three signatures are required to disburse funds therefrom.

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

Dayl R. Baile,	Mayor
Vanessa L. Little,	City Clerk
James V. Davis,	Tax Collector

are named as signatories and shall dispense funds by check or wire on the said accounts, and shall execute account cards with their signatures thereupon for each account, which may be by facsimile.

BE IT FURTHER RESOLVED that bank account known as Gloucester City Landlord Security Deposit Account be established at TD Bank, Gloucester City, NJ and that the following signature shall hereafter be required to disburse funds therefrom:

Acting Administrator.....BRIAN MORRELL
City Clerk.....VANESSA L. LITTLE (as Alternate Signatory)

BE IT FURTHER RESOLVED that bank account known as Gloucester City Dedicated by Rider Account be established at TD Bank, Gloucester City, NJ and that the following signatures shall hereafter be required to disburse funds therefrom:

Chief of Police.....BRIAN MORRELL
Tax Collector.....JAMES V. DAVIS
City Clerk.....VANESSA L. LITTLE (as Alternate Signatory)

BE IT FURTHER RESOLVED that any one of the following three signatures shall hereafter be required to disburse funds from the Unemployment Trust Fund Account #7865665751 maintained at TD Bank., Gloucester City, NJ.

Mayor.....DAYL R. BAILE
Tax Collector.....JAMES V. DAVIS
City Clerk..... VANESSA L. LITTLE

BE IT FURTHER RESOLVED, that disbursements from the Unemployment Trust Fund account shall be limited to cash transfers to other bank accounts maintained by the City.

BE IT FURTHER RESOLVED, that the above named City officials shall execute account cards with their signatures thereupon with TD Bank, Gloucester City, NJ.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

**RESOLUTION AUTHORIZING INVESTMENT
OF IDLE FUNDS AND FUND TRANSFERS**

WHEREAS, it is desirable that idle funds of the City of Gloucester City be invested in legal investment vehicles at all times; and

WHEREAS, it is occasionally necessary to transfer funds for the purpose of meeting current City Expenses or for the purpose of effecting investments.

NOW, THEREFORE, BE IT RESOLVED by the City of Gloucester City, County of Camden and State of New Jersey that it does hereby authorize the Chief Financial Officer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles; such investments to be forwarded to the investing institution; and

BE IT FURTHER RESOLVED, that the above named Chief Financial Officer is hereby authorized to transfer funds by wire solely for the following purposes and subject to all pertinent regulations:

1. To or from City checking or savings accounts to other City accounts.
2. To or from City checking or savings accounts to or from accounts specified by banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account of the City of Gloucester City.
3. Payments of State and Federal taxes and pension deductions.
4. Payments of debt service when required by the terms of the issuer.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

RESOLUTION NAMING OFFICIAL DEPOSITORIES/NIGHT DEPOSITORY FOR 2023

WHEREAS, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the State and organized under the laws of the United States or this State.

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

Bank of America
Provident Bank
The Bank
Wachovia
TD Bank
Wells Fargo Bank
PNC Bank, New Jersey
State of New Jersey Cash Management Fund

be and are hereby designed as depositories for the City of Gloucester City for the year of 2023.

Prior to the deposit of any municipal funds in the above mentioned depositories, said bank shall file with the City Treasurer a statement indicating that the bank is covered under the Government Units Deposit Protection Act (N.J.S.A. 17:9-41).

BE IT FURTHER RESOLVED that the City of Gloucester City is hereby authorized to open a Night Depository Account with PNC Bank, New Jersey of Gloucester City, New Jersey and TD Bank, Gloucester City, New Jersey; and

BE IT RESOLVED, that any Officer of the Corporation be and is hereby authorized to execute and deliver in the name of this Corporation the Night Depository Agreement of PNC Bank New Jersey, and TD Bank, (the "Bank") providing for the use by this Corporation of certain Night Depository facilities of the Bank; and

BE IT RESOLVED, that any one of the persons authorized to sign checks on any of this Corporation's deposit accounts maintained with the bank, and also any person designated in writing to the bank by the Mayor, City Clerk, Tax Collector or Chief Financial Officer of this Corporation, is authorized for and on behalf of the Corporation to act for this Corporation under and pursuant to the terms of the Agreement.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

**RESOLUTION FOR POLICIES AND PROCEDURES FOR
THE OFFICE OF THE TAX COLLECTOR FOR THE YEAR 2023**

WHEREAS, the City of Gloucester is able to set policies and procedures for the office of the Tax Collector that allows for the best fiscal interest of the municipality,

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector, is hereby authorized and directed to the following:

TAXES

1. Interest on taxes shall be 8% on the first \$1,500 of the delinquency and 18% on all subsequent delinquency until the account is paid in full. All accounts have a 10-day grace period during each quarter when taxes are due.
2. A year end penalty of 6% for taxpayers with a delinquency in excess of \$10,000 who fail to pay the delinquency before the end of the year.
3. A tax sale of all delinquent accounts for the **2022** and other prior years, if applicable, Municipal Taxes will be held no later than end of December, **2023**.
4. Delinquent tax accounts in the amount of +/- \$10.00 may, at the discretion of the tax collector be canceled prior to the tax sale.
5. Charges for checks returned by the bank and payments that are removed shall be \$20.00.
6. Charges for Replacements of Lost Tax Sale Certificates shall be \$100.00
7. All Tax Sale Liens shall be redeemed through certified funds only (cash, money order, or certified check).
8. All payments clearing items from tax sale, must be certified funds only (cash, money order, or certified check).
9. City Charges for property clean-up, trash removal, and other similar charges shall be charged an interest rate of 18%, 30 days after the billing date.

WATER/SEWER

1. Interest on water/sewer accounts shall be 8% on the first \$1,500 of the delinquency and 18% on all subsequent delinquency until the account is paid in full. All accounts are deemed delinquent one day after the due date. Due dates are 25 days from the billing date.
2. A tax sale of all delinquent accounts for the **2022** and other prior years, if applicable, Municipal Water/Sewer will be held no later than December, **2023**.
3. Delinquent water accounts in the amount of +/- \$10.00 may, at the discretion of the tax collector be canceled prior to the tax sale.
4. Billing adjustments/corrections on all utility accounts shall be for the prior quarter and current quarters only.
5. Charges for checks returned by the bank and payments that are removed shall be \$20.00.
6. All payments clearing items from tax sale, must be certified funds only (cash, money order, or certified check).
7. All utility bills will be sent to the owner of the property according to the address on the owner's tax record. Utility bills are not to be sent to tenants.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be provided by the City Clerk to the Tax Collector, Chief Financial Officer, City Attorney, and City Auditor for the City of Gloucester City.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this **5th day of January, 2023**

Vanessa L. Little, City Clerk

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

RESOLUTION AUTHORIZING VANESSA LITTLE TO HANDLE AND BALANCE
THE CURRENT PETTY CASH FUND

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund for the City of Gloucester City; and

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

1. During the calendar year of 2023 Vanessa Little, Municipal Clerk, be and is hereby authorized and permitted to handle such Petty Cash Fund pursuant to the provisions of N.J.S.A. 40A:5-21. Said Petty Cash Fund will be used to pay claims for permit fees, for water bills, delinquent notices, and any small miscellaneous expenses for purchases under \$50.00.
2. Vanessa Little, having custody of the Fund shall be bonded in the amount of \$1,000 and will maintain said Fund in accordance with the laws and regulations governing its operation.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

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 Gloucester City News (Newspaper Media Group, LLC) and Courier Post shall be the Official Newspapers of the City for 2023.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January 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 FILING OF TAX APPEALS

WHEREAS, there exists a need for filing of Tax Appeals for the City of Gloucester City;
and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Gloucester City, County of Camden, State of New Jersey that authorization is given to **JOHN A. DYMOND**, Tax Assessor to file these Tax Appeals on behalf of the City of Gloucester City in all property tax matters.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER
(P.A.C.O.)

WHEREAS, the State of New Jersey, Department of Treasury, requires every public agency to designate a Public Agency Compliance Officer (P.A.C.O.); and

WHEREAS, the Mayor and Common Council of the City of Gloucester City have determined that the Acting Administrator, Brian Morrell, is the employee best suited to fulfill the responsibilities of the Public Agency Compliance Officer (P.A.C.O.).

NOW, THEREFORE BE IT RESOLVED by the Mayor and Common Council of the City of Gloucester City, Camden County, NJ, the following:

1. Brian Morrell, Acting City Administrator is appointed as the Public Agency Compliance Officer (P.A.C.O.) for the year 2023.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

**RESOLUTION AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES
CONTRACT WITH RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY**

WHEREAS, the City of Gloucester City is desirous of obtaining professional services from a mental health services firm for the provision of employee assistance services; and

WHEREAS, Rutgers, The State University of New Jersey is a reputable firm possessing expertise and specialty in such fields of mental health services as required by the City; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i) requires that the Resolution authorizing the award of contracts for professional services without bids and the contract itself must be made available for public inspection.

WHEREAS, the appropriate authority has certified that the award of said contract conforms with the statute governing the awarding of contracts for professional services.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Gloucester City, New Jersey, that the City Administrator be and he hereby is authorized to execute a contract with Rutgers, The State University of New Jersey, the maximum fees for the same not to exceed Five Thousand One Hundred Thirteen Dollars and Seventy-Five Cents (\$5,113.75).

BE IT FURTHER RESOLVED that this contract be awarded without competitive bidding as "Professional Services" in accordance with N.J.S.A. 40A:11-5(10)(a)(i) of the Local Public Contracts Law because mental health services requires professional services, requiring specialized training and experience, and Rutgers, The State University of New Jersey is well qualified in all those areas to provide the services required by the City.

BE IT FURTHER RESOLVED that this Contract shall be for the term January 1, 2023 through December 31, 2023.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City, this 5th day of January, 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 MUNICIPAL SOFTWARE, INC. FOR
EXTRAORDINARY UNSPECIFIABLE SERVICES**

WHEREAS, the City of Gloucester City is desirous of entering into an agreement for application server and maintenance support for Tax Office & Utility Billing System; 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 project as evidenced by the attached Certificate of Availability of Funds; and

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 Municipal Software, Inc. for the provision of maintenance and support for one year for an amount not to exceed \$8,800.00.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 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 SENIOR CITIZENS UNITED
COMMUNITY SERVICES OF CAMDEN COUNTY, INC. FOR
EXTRAORDINARY UNSPECIFIABLE SERVICES**

WHEREAS, the City of Gloucester City is desirous of entering into an agreement for transportation services for its residents; 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 project as evidenced by the attached Certificate of Availability of Funds; and

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 Senior Citizens United Community Services of Camden County, Inc. for the provision of transportation services for one year for an amount not to exceed \$28,000.00.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5^h day of January, 2023.

Vanessa L. Little, City Clerk

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

AUTHORIZING AWARD OF CONTRACT TO INDEPENDENT ANIMAL CARE SERVICES LLC FOR ANIMAL CONTROL SERVICES AND AS ANIMAL CRUELTY INVESTIGATOR

WHEREAS, there exists a need for Animal Control Services for the City of Gloucester City; and

WHEREAS, there exists a need for an Animal Cruelty Investigator; and

WHEREAS, I.A.C.S. will provide Gloucester City with animal control services in an attempt to control stray, sick, and injured animals, provide the general public with humane education, and enforce animal welfare and control ordinances which overall will promote good public health; and

WHEREAS, it is agreed and understood that the animal control service provided by I.A.C.S. shall comply with all statutory requirements and with all rules and regulations; and

WHEREAS, funds are available for said services as evidenced by the attached Certificate of Availability of Funds issued by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of Gloucester City that, in accordance with Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., Independent Animal Care Services LLC, P.O. Box 1612, Blackwood, NJ 08112 is hereby awarded a contract in the amount of Nine Thousand Six Hundred Dollars (\$9,600.00) for one year beginning January 01, 2023 and ending December 31, 2023 for animal control and animal cruelty investigation services; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and 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 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

RESOLUTION ADOPTING TEMPORARY MUNICIPAL BUDGET

WHEREAS, N.J.S.A. 40A:4-19 states that the governing body may, by resolution adopted prior to January 31 of the fiscal year, make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget; and

WHEREAS, 26.25% of the total appropriations in the 2022 budget exclusion of any appropriations made for Debt Service or Capital Improvement Fund in the said 2022 current Budget is the sum of \$5,261,108.87 and Utility Budget in the sum of \$964,600.00; and

WHEREAS, the Governing Body of the City of Gloucester City desires to adopt a temporary budget for the purpose of making appropriations.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the City of Gloucester City, in the County of Camden and State of New Jersey, as follows:

1. That the Governing Body of the City of Gloucester City hereby appropriates certain monies for the period between the beginning of the fiscal year until the adoption of the 2023 budget, as indicated on the attached Schedule A.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Governing Body of Gloucester City at a meeting held on January 5, 2023.

Dayl R. Baile, Mayor

Adopted by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

RESOLUTION OF APPOINTMENT TO THE
GLOUCESTER CITY HOUSING AUTHORITY

WHEREAS, under the provisions of the “Local Housing Authority’s Law”, (N.J.S.A. 55:14-A-1 et seq.) of the State of New Jersey, the Gloucester City Housing Authority was created by Ordinance of the City of Gloucester City; and

WHEREAS, the Local Housing Authority’s Law has subsequently been repealed and replaced with the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq., which provides that five (5) persons shall be appointed by Resolution of the governing body, which five (5) persons along with two other appointees shall constitute the membership of a local Housing Authority; and

WHEREAS, under the provisions of said Local Redevelopment and Housing Law, the resolution of appointment shall designate the members and the terms for which said members shall serve.

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 following persons be and are hereby appointed a member or commissioner of the Gloucester City Housing Authority for the term set forth:

Gary W. Hillman - Commissioner
5 Year Term: March 1, 2023 – February 28, 2028

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 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 GLOUCESTER CITY POLICE DEPARTMENT TO PARTICIPATE IN
THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO
ENABLE THE GLOUCESTER CITY POLICE TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF
DEFENSE EQUIPMENT**

WHEREAS, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and

WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through, the 1033 Program; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of **Camden County, Gloucester City**, through the **Gloucester City Police Department** is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31 of the current calendar year from January 1, 2023 to December 31, 2023; and

BE IT FURTHER RESOLVED that the **Camden County, Gloucester City Police Department** is hereby authorized to acquire items of non-controlled property designated "DEMIL A," which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies of equipment of a non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the **City of Gloucester** without restriction.

BE IT FURTHER RESOLVED that the *Camden County, Gloucester City Police Department* shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately and shall be valid to authorize requests to acquire "DEMIL A" property that may be made available through the 1033 Program during the period of time for which this Resolution authorizes; with Program participation and all property request authorization terminating on December 31st of the current calendar year from January 1, 2023 to December 31, 2023.

Dayl R. Baile Mayor

Adopted by the Mayor and Common Council of Gloucester City this 5th day of January 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 VOORHEES ANIMAL ORPHANAGE
FOR EXTRAORDINARY UNSPECIFIABLE SERVICES**

WHEREAS, the City of Gloucester City is desirous of entering into an agreement for the provision of animal shelter services; and

WHEREAS, animal shelter services cannot be described by written specifications, and other public agencies were not able to provide these services, and Voorhees Animal Orphanage has had extensive experience in this field and enjoys a positive reputation; 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; and

WHEREAS, said agreement shall be for the term January 1, 2023 through December 31, 2023.

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 Voorhees Animal Orphanage, 419 Cooper Rd., Voorhees, NJ for an amount not to exceed \$31,122.00.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk

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

AUTHORIZING THE AWARD OF A FAIR AND OPEN
CONTRACT FOR MANAGED SERVICE PROVIDER

WHEREAS, a need exists for Specialized Services for Managed Service Provider on behalf of the City of Gloucester City, County of Camden, in the State of New Jersey; and

WHEREAS, Gloucester IT, LLC is authorized to do business in the State of New Jersey, having submitted a response to the City's Request for Proposals pursuant to the New Jersey Local Unit Pay-To-Play Law (N.J.S.A 19:44A-20.4 et seq.); and

WHEREAS, Gloucester IT, LLC has warranted that they stand ready, willing and able to perform all necessary services, are in good standing for the lawful performance of said services within the State of New Jersey; and

WHEREAS, the City desires to retain Gloucester IT, LLC for the purpose of providing Specialized Services as Managed Service Provider; and

WHEREAS, pursuant to N.J.S.A 40A:11-5(1)(a)(i) of the Local Public Contracts Law, this Contract will be awarded without competitive bidding as a "Professional Services" Contract and as such, the Contract itself and the authorizing Resolution will be available for public inspection; and,

WHEREAS, the City's Chief Financial Officer has certified that funds are available for this purpose;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Gloucester, County of Camden and 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 Mayor and City Clerk, are hereby authorized to execute an Agreement for Professional Services with Gloucester IT, LLC and the Agreement shall be consistent with the City's Request for Proposals submitted on December 1, 2022 by Gloucester IT, LLC.
3. The term of this contract shall be for a term of one year.
4. This Contract is awarded without competitive bidding as a professional service pursuant to N.J.S.A. 40A:11-5(l)(a)(i) of the Local Public Contracts Law, since the Contract involves services performed by persons authorized by law to practice a recognized profession.
5. This resolution shall be published as required by law.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of the City of Gloucester this 6th day of January, 2022.

Vanessa L. Little, City Clerk

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

**RESOLUTION TO APPOINT PM CONSULTANTS, LLC AS CERTIFIED MUNICIPAL
FINANCE OFFICER AND RELATED SERVICES**

WHEREAS, there exists a need for various professional services for the City of Gloucester City, County of Camden, and State of New Jersey for the calendar year 2023; and

WHEREAS, the City of Gloucester City has publicly solicited qualifications and proposals in a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.

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 Local Public Contracts Law, New Jersey Revised Statutes 40:11 et seq., and the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, that

PM CONSULTANTS, LLC, 852 Hollyberry Lane, Brick, NJ 08724 as Certified Municipal Finance Officer and Related Services for the City of Gloucester City.

BE IT FURTHER RESOLVED that this Contract shall be for the term January 1, 2023 through December 31, 2023.

Dayl R. Baile, Mayor

Passed by the Mayor and Common Council of Gloucester City this 5th day of January, 2023.

Vanessa L. Little, City Clerk



Dayl R. Baile
Mayor

*Where Great Things Are Happening!*SM

January 5, 2023

MEMORANDUM

To: Vanessa L. Little, City Clerk

From: Dayl R. Baile, Mayor

Re: Mayoral Appointments to the Gloucester City Planning Board and Library Board of Trustees

Please be advised that, in my capacity as Mayor and in accordance with the New Jersey Municipal Land Use Law, the Development Ordinance of Gloucester City and the Free Public Library Laws of New Jersey, the following appointments are hereby made to the following Boards:

Gloucester City Planning Board:

Dave Smith, Class 1 Member, Mayor's Designee, 1 yr. term, term expiring 12/2023

William Gallagher, Class 2 Member, 1 yr. term, term expiring 12/2023

George Berglund, Class 3 Member, 1 yr. term, term expiring 12/2023

Theodore Howarth, Jr., Class 4 Member, 4 yr. term, term expiring 12/2026

Thomas O'Donnell, Class 4 Member, 4 yr. term, term expiring 12/2026

Keith Tetreault, Class 4 Member, 4 yr. term, term expiring 12/2026

Gemma Schultes, Class 4 Member, 4 yr. term, term expiring 12/26

Stephen Courant, Class 4 Member, unexpired term of Joseph Steckliar, term expiring 12/24

Doris Wasko, Alt.#1 Member, 2 yr. term, unexpired term, term ending 12/23

John Thompson, Alt. #2 Member, 2 yr. term, unexpired term, term ending 12/24

Gloucester City Library Board of Trustees:

Brian Francis, Alt. for Superintendent 1 yr. term, term expiring 12/2023

Carol Eller, Alt. for Mayor, 1 yr. term, term expiring 12/2023

Linda Baile, Member, 5 yr. term, term expiring 12/27

Mary Ellen Plews, Member, 5 yr. term, term expiring 12/27

Please include this correspondence at a future Common Council meeting so that it may be recorded in the minutes accordingly.

Sincerely,

A handwritten signature in black ink, appearing to read "Dayl R. Baile", written over a horizontal line.

Dayl R. Baile, Mayor

Cc: Council Members; Planning Board; Library Board