

TENTATIVE AGENDA FOR COMMISSION MEETING
February 16, 2016, 6:30 P.M.

1. ROLL CALL - FEBRUARY 16, 2016

Reverend Louis Spyes, Jr. to deliver the invocation, followed by the Salute to the flag.

Open Public Meetings Statement by Mayor Michael Santiago

"This meeting is being conducted in accordance with the Open Public Meetings Act of 1975, was advertised, posted, and made available to the public as required by Statute. The Municipal Clerk is directed to include a statement in the minutes of this meeting."

City Clerk to Review Changes to the Agenda

Minutes - Motion to approve and dispense with the reading of the February 2, 2016 Work Session minutes, February 2, 2016 Closed Session minutes and the February 2, 2016 Commission Meeting minutes and to proceed with the regular order of business.

2. RESOLUTION NO. R56-2016

Resolution authorizing transfer be made in the CY2015 budget appropriation

Motion-

Second-

Documents: [RES- TRANSFER 02 16 16.PDF](#)

3. BILLS

4. PUBLIC COMMENT ON AGENDA ITEMS ONLY

5. OLD BUSINESS

5.I. Resolution No. R57-2016

Resolution rescinding Resolution No. R376-2015 adopted on December 30, 2015 authorizing the reappointment of G. Larry Miller as a member of the Millville Housing Authority with a term expiration date of December 31, 2020.

Motion-

Second-

Documents: [RES RESCIND MILLER.PDF](#), [R376-2016 - MILLER.PDF](#)

5.II. Resolution No. R58-2016

Resolution authorizing the reappointment of G. Larry Miller as a member of the Millville Housing Authority with a term expiration date of December 31, 2020

Motion-

Second-

Documents: [RES - HOUSING AUTHORITY MEMBER 2-16-16.PDF](#), [NOTICES RE REAPPROVING APPTMNTS.PDF](#)

5.III. Resolution No. R59-2016

Resolution rescinding Resolution No. R383-2015 adopted on December 30, 2015 authorizing the award of a professional services contract to Long Marmero & Associates, LLP, 44 Euclid Street, Woodbury, NJ to perform professional legal services as labor counsel for the period covering January 1, 2016 through December 31, 2016.

Motion-

Second-

Documents: [RES RESCIND LONG.PDF](#), [R383-2015- LONG.PDF](#)

5.IV. Resolution No. R60-2016

Resolution to authorize professional service contract with Long Marmero & Associates to act as Special Council- Labor Attorney for 2016

Motion-
Second-

Documents: [RES - LONG MARMERO SPECIAL LABOR COUNSEL 2-16-16.PDF](#), [PSC DOUGLAS M LONG SPECIAL LABOR COUNSEL 2-16-16.PDF](#), [NOTICES RE REAPPROVING APPTMNTS.PDF](#)

5.V. Resolution No. R61-2016

Resolution rescinding Resolution No. R384-2015 adopted on December 30, 2015 authorizing the award of a professional services contract to Brock D. Russell, Esquire to perform professional legal services as City Solicitor for the period covering January 1, 2016 through December 31, 2016.

Motion-
Second-

Documents: [RES RESCIND RUSSELL.PDF](#), [R384-2015- RUSSELL.PDF](#)

5.VI. Resolution No. R62-2016

Resolution authorizing a professional service contract with Brock Russell, to act as City Solicitor for 2016

Motion-
Second-

Documents: [RES - CITY SOLICITOR - BROCK RUSSELL 2-16-16.PDF](#), [PSC - CITY SOLICITOR BROCK RUSSELL 2-16-16.PDF](#), [NOTICES RE REAPPROVING APPTMNTS.PDF](#)

6. PETITIONS & LETTERS

7. REPORTS OF COMMISSIONERS

8. DEPARTMENT OF PUBLIC WORKS

8.I. Department Of Public Works Item (1)

Cumberland County Board of Health Report for the month of November 2015

Motion-
Second-

Documents: [CUMBERLAND COUNTY HEALTH REPORT NOVEMBER 2015.PDF](#)

9. DEPARTMENT OF PUBLIC AFFAIRS

9.I. Department Of Public Affairs

Permit Fee Log Report for the month of January 2016 and for the period covering February 1, 2016 to February 5, 2016

Motion-
Second-

Documents: [PERMIT FEE LOG REPORT FOR THE MONTH OF JANUARY AND FOR PERIOD COVERING FEBRUARY 1, 2016 TO FEBRUARY 5, 2016.PDF](#)

10. DEPARTMENT OF REVENUE & FINANCE

10.I. Department Of Revenue & Finance Item (1)

a) Tax Collectors Report for the month of January 2016

Documents: [TAX COLLECTORS STATEMENT OF RECEIPTS JANUARY 2016.PDF](#)

11. DEPARTMENT OF PARKS & PUBLIC PROPERTY

12. DEPARTMENT OF PUBLIC SAFETY

12.I. Department Of Public Safety Item (1)

Millville Court Collection Activity Summary Report for the months of November and December 2015

Motion-
Second-

Documents: [COURT COLLECTION ACTIVITY SUMMARY REPORT DEC 2015.PDF](#)

12.II. Department Of Public Safety Item (2)

Millville Fire Department monthly Activity Report for the month of January 2016

Motion-
Second-

Documents: [FIRE DEPARTMENT SUMMARY OF ACTIVITY JAN 2016.PDF](#)

13. ORDINANCES 1ST READING

13.I. Ordinance 1st Reading Item (1)

Refunding bond ordinance of the City of Millville, providing for the refunding of certain outstanding General Improvement Bonds, Water Utility Bonds and Sewer Utility Bonds, Series 2008 of the City to provide net debt service savings and authorizing the issuance of not to exceed \$4,750.00 aggregate principal amount of general obligation refunding bonds of the city to effect such refunding and appropriating the proceeds

Motion-
Second-

Supplemental Debt Statement

Documents: [SUPPLEMENTAL DEBT STATEMENT.PDF](#), [ORD -2016 REFUNDING ORD 2-10-16V2.PDF](#)

13.II. Ordinance 1st Reading Item (2)

An ordinance repealing Article XVI ("Taxicabs, Limousines and Jitneys") of Chapter 33 and enacting new Article XX ("Taxicabs") of said chapter.

Motion-
Second-

Documents: [ORD ARTICLE XX TAXICABS 2-2-16.PDF](#)

14. ORDINANCES 2ND READING

14.I. Ordinance No. 3-2016

Ordinance amending the salary ordinance to amend an existing title's maximum compensation for the following:

Title	Minimum	Maximum
Code Enforcement Officer	\$20,000.00	\$40,000.00

Motion-
Second-

(Public Hearing)

Documents: [PN- SALARY ORD.PDF](#), [ORD - SALARY ORD -CODE ENFRMNT OFFR.PDF](#)

14.II. Ordinance No. 4-2016

Motion to amend Ordinance amending Chapter 2 of the Municipal Code Section 5.

Assignment of Commissioners to departments and Section 6. Meetings and Procedures

Motion-

Second-

Motion to approve Ordinance amending Chapter 2 of the Municipal Code Section 5. Assignment of Commissioners to departments and Section 6. Meetings and Procedures as amended

Motion-

Second-

(Public Hearing)

Documents: [ORD -AMENDING CHAPTER 2 SECS 5 6.PDF](#) , [PN- CHAPTER 2.PDF](#)

14.III. Ordinance No. 5 -2016

Motion to amend Ordinance that was approved on first reading on February 2, 2016 (The only changes are to change Article XXXV to Article XXXVI and Section 46-152 to Section 46-157 due to numbering errors)

Motion-

Second-

Ordinance to adopt Ordinance 5-2016, *as amended*, Chapter 46 to add Article XXXVI Settlement of Employee Claims for Monetary Damages shall not be authorized unless approved by resolution adopted by the Board of Commissioners

Motion-

Second-

(Public Hearing)

Documents: [ORD AMENDING CHAPTER 46 XXXVI 46-157 020216.PDF](#)

14.IV. Ordinance No. 6 -2016

Bond Ordinance authorizing improvements to the Municipal Water Utility System and appropriating the sum of \$965,845.22 to pay the cost thereof, to authorize the issuance of \$965,845.22 of bonds to finance the appropriation and to provide for the issuance of bond anticipation notes in anticipation of the issuance of bonds

Motion-

Second-

(Public Hearing)

Documents: [PN- BOND ORD.PDF](#) , [BOND ORDINANCE 2016 WATER UTILITY 1-28-16.PDF](#)

14.V. Ordinance No. 7 -2016

Ordinance appropriating certain unexpended proceeds of the sale of previously issued bonds and notes to finance the cost of additional capital improvements and taking related actions

Motion-

Second-

(Public Hearing)

Documents: [PN-ORDUNEXPENDEDPROCEEDS.PDF](#) , [ORDINANCE UNEXPENDEDPROCEEDS 2-2-16.PDF](#)

15. RESOLUTIONS

15.I. Resolution No. R63-2016

Resolution to temporarily suspend the requirement for disbursement of funds to be signed by the Director of Revenue & Finance

Motion-

Second-

Documents: [RES - TEMPORARILY SUSPEND DISBURSEMENT OF FUNDS.PDF](#)

15.II. Resolution No. R64-2016

Resolution authorizing the City Tax Assessor to refund already paid property taxes to

qualifying disabled veterans back to January 1st of the *year the application is filed.*

Motion-

Second-

Documents: [RES VETERANS DISABILITY TAX ABATEMENT.PDF](#)

15.III. Resolution No. R65-2016

Resolution authorizing cancellation of outstanding checks from the City of Millville Account Records

Motion-

Second-

Documents: [RES CANCEL CHECKS 2-16-16.PDF](#)

15.IV. Resolution No. R66-2016

Resolution authorizing Professional Service Contract with GPM Associates, 1878 Marlton Pike E. Suite 10, Cherry Hill, NJ 08003 to provide Water design services in an amount not to exceed \$53,500.00 with the source of funds from the Water Utility budget

Motion-

Second-

(Certification of Funds)

Documents: [RES - PSC - GPM ASSOC.PDF](#) , [CERTIFICATION OF FUNDS - GPM.PDF](#)

15.V. Resolution No. R67-2016

Resolution appointing Class II Special Officers

Motion-

Second-

Documents: [RES - APPOINT CLASS II SPECIAL OFFICERS.PDF](#)

15.VI. Resolution No. R68-2016

Resolution reappointing John Knoop, Jr. as a member of the Millville Industrial Commission with a term expiring February 28, 2021

Motion-

Second-

Documents: [RES - REAPPOINT JOHN KNOOP JR - INDUSTRIAL COMMISSION.PDF](#)

15.VII. Resolution No. R69-2016

Resolution authorizing the Office of Emergency Management to apply for and accept a subgrant award of the Federal Fiscal Year 2015 of the Department of Homeland Security Emergency Management Performance Grant Program Funding for the purpose of enhancing the City's ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters, and other catastrophic events and emergencies in the amount of \$14,000.00 with the city matching funds in the amount of \$7,000.00

Motion-

Second-

(Certification of Funds)

Documents: [RES - OEM SUBGRANT AWARD.PDF](#) , [CERTIFICATION OF FUNDS - HOMELAND SECURITY.PDF](#)

15.VIII. Resolution No. R70-2016

Resolution authorizing adjustments to the City of Millville Tax and Utility Record

Motion-

Second-

Documents: [RES- TAX-UTILITY 2-16-16.PDF](#)

- 15.IX.** Resolution No. R71 -2016
Resolution authorizing the adoption and submission of a Community Forestry Management Plan 2016-2020 as recommended by the Millville Shade Tree Commission
Motion-
Second-

Documents: [RES - COMMUNITY FORESTRY MANAGEMENT PLAN.PDF](#),
[MILLVILLE CFMP - 2016 - 2020.PDF](#)

- 15.X.** Resolution No. R72 -2016
Resolution authorizing Special Assessment of Municipal Liens for properties due to expenses incurred by the City of Millville relating to Board and Secure in accordance with Chapter 11, Article VI of the Municipal Code
Motion-
Second-

Documents: [RES BOARD AND SECURE 2-16-16.PDF](#)

- 15.XI.** Resolution No. R73 -2016
Resolution authorizing a Shared Services Agreement with Cumberland County Utilities Authority and Landis Sewerage Authority for the joint funding of three Household Hazardous Waste Days with a contribution amount of \$4,000.00 per agency
Motion-
Second-
(Certification of Funds)

Documents: [RES - 2016 HOUSEHOLD HAZARDOUS WASTE.PDF](#), [CERT OF FUNDS HHWD.PDF](#), [SSA CCIA HOUSEHOLD HAZARDOUS WASTE DAY.PDF](#)

- 15.XII.** Resolution No. R74 -2016
Resolution authorizing Professional Service Contract with Michael R. Mazzoni, Esquire, 1170 E. Landis Avenue, Vineland, NJ 08360 to act as Collections Attorney on a contingency basis for the period covering January 1, 2016 through December 31, 2016
Motion-
Second-

Documents: [RES MAZZONI COLLECTIONS ATTORNEY 021616.PDF](#), [PSC MAZZONI 020216.PDF](#)

- 15.XIII.** Resolution No. R75 -2016
Resolution authorizing Professional Services Contract with W.E. Johnson to serve as Municipal Engineer in an amount not to exceed \$107,000.00 for the period covering February 17, 2016 to February 16, 2017.
Motion-
Second-
(Certification of Funds)

Documents: [CERTIFICATION OF FUNDS - WE JOHNSON ENGINEERING.PDF](#),
[RES JOHNSONENGINEERING 020216.PDF](#), [PSC W E JOHNSON ENGINEERING 2 11 16.PDF](#)

- 15.XIV.** Resolution No. R76 -2016
Resolution authorizing Professional Service Contract with Brendan J. Kavanagh, Esq., 219 N. High Street, Suite A, Millville, New Jersey to perform professional legal services as Municipal Public Defender at \$343.75 per court session plus out of pocket expenses for the period covering January 1, 2016 through December 31, 2016

Motion-
Second-
(Certification of Funds)

Documents: [RES - PUBLIC DEFENDER - KAVANAGH 2-16-16.PDF](#),
[CERTIFICATION OF FUNDS -KAVANAGH.PDF](#), [PSC - PUBLIC DEFENDER 2-16-16.PDF](#)

15.XV. Resolution No. R77-2016

Resolution authorizing Shared Service Agreement between the City of Millville and Millville Board of Education for the funding and support of Information Technology Services for the period covering January 1, 2016 through December 31, 2016 in the amount of \$36,500.00

Motion-
Second-
(Certification of Funds)

Documents: [RES - SHARED SVS AGREEMENT BOE - INFORMATION TECHNOLOGY.PDF](#), [CERTIFICATION OF FUNDS - BOE.PDF](#)

15.XVI. Resolution No. R78-2016

Resolution authorizing Professional Services Contract with Nathan Van Embden, Esq., 787 Hogbin Road, Millville, NJ 08332 to act as Attorney for the Millville Planning Board in the amount of \$10,000.00 for the period covering January 1, 2016 through December 31, 2016

Motion-
Second-
(Certification of Funds)

Documents: [RES - PSC - VAN EMBDEN - PLANNING BOARD ATTORNEY.PDF](#),
[CERTIFICATION OF FUNDS - VAN EMBDEN - PLANNING.PDF](#)

15.XVII. Resolution No. R79-2016

Resolution authorizing Professional Services Contract with Nathan Van Embden, Esq., 787 Hogbin Road, Millville, NJ 08332 to act as Attorney for the Millville Zoning Board in the amount of \$8,500.00 for the period covering January 1, 2016 through December 31, 2016

Motion-
Second-
(Certification of Funds)

Documents: [RES - PSC VAN EMBDEN - ZONING BOARD ATTORNEY.PDF](#),
[CERTIFICATION OF FUNDS - VAN EMBDEN - ZONING.PDF](#)

15.XVIII. Resolution No. R80-2016

Resolution authorizing Request for Qualifications for a Redeveloper, from experienced firms interested in becoming the Redeveloper of Block 260, Lot 1

Motion-
Second-

Documents: [RES REQUEST FOR QUALIFICATIONS FOR REDEVELOPER.PDF](#)

16. NEW BUSINESS

16.I. New Business Item (1)

Motion to authorize the following Bingo and Raffle Licenses and Social Affair Permit
Bingo License

a) Basket Bingo License on behalf of the Cumberland County Cooperative Fair Association, 3001 Carmel Road, Millville, NJ 08332 to be held on April 16, 2016 and August 13, 2016 from 6:00 p.m. to 11:00 p.m. at the Millville Elks Lodge, 1815 E. Broad Street, Millville, NJ 08332

Raffle License

a) On Premise 50/50 Cash Raffle on behalf of the Cumberland County Cooperative Fair Association, 3001 Carmel Road, Millville, NJ 08332 to be held on April 16, 2016 and August 13, 2016 at 10:00 p.m. at the Millville Elks Lodge, 1815 E. Broad Street, Millville, NJ 08332

b) On Premise Merchandise Raffle on behalf of the Cumberland County Cooperative Fair Association, 3001 Carmel Road, Millville, NJ 08332 to be held on April 16, 2016 and August 13, 2016 at 10:15 p.m. at the Millville Elks Lodge, 1815 E. Broad Street, Millville, NJ 08332

c) On Premise 50/50 Cash Raffle on behalf of the Cumberland County Cooperative Fair Association, 3001 Carmel Road, Millville, NJ 08332 to be held on April 23, 2016 at 4:00 p.m. at the Cumberland County Cooperative Fair Association, 3001 Carmel Road, Millville, NJ 08332

Social Affair Permit

a) Social Affair Permit on Behalf of the Riverfront Renaissance Center for the the Arts for a Gala to be held on April 30, 2016, 6:00 p.m. to 10:00 p.m at the Riverfront Renaissance Center for the the Arts, 22 N. High Street

Motion-

Second-

16.II. New Business Item (2)

Motion to authorize the City Clerk to advertise the following Public Notice as a display ad for a public hearing to be held on February 25, 2016 at 5:00 p.m. and April 14, 2016 at 5:00 p.m. as follows:

a) Community Development Block Grant Program Home Investment Partnership Program 2016 Program Year

Motion-

Second-

Documents: [PUBLIC NOTICE CDBG HOME INVESTMENT PARTNERSHIP PROGRAM 2016.PDF](#)

17. PUBLIC COMMENT PORTION

"We have now reached the public comment portion of our meeting. Anyone who would like to address the Commission, please go to the podium, state your name and address your concerns. Please limit your comments to approximately 5 minutes."

Open Public Portion

Close Public Portion

Comments by Commissioners

Adjourn