

**TENTATIVE AGENDA FOR COMMISSION MEETING
APRIL 5, 2016, 6:30 P.M.**

1. ROLL CALL - APRIL 5, 2016

Reverend Spyes 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 March 15, 2016 Special Hearing, March 15, 2016 Work Session minutes and March 15, 2016 Commission Meeting minutes and to proceed with the regular order of business.

2. BILLS

3. PUBLIC COMMENT ON AGENDA ITEMS ONLY

4. OLD BUSINESS

4.I. Old Business Item (1)

Report from Purchasing Agent and Engineer Department recommending award of contract to Garrison Enterprises, Inc., 211 W. Elmer Road, Vineland, NJ 08360 for Cedar Street Water Main Replacement in an amount not to exceed \$436,573.00

Motion -
Second -

Documents: [RECOMMENDATION OF AWARD FROM QPA.PDF](#), [AWARD RECOMMNDTN FROM ENGINEEROFFC CEDAR ST WATER MAIN - GARRISON.PDF](#)

5. PETITIONS & LETTERS

5.I. Petitions & Letters Item (1)

a) New Jersey Motorsports Park (NJMP) Disclosure Statement as of December 31, 2015 in accordance with Section 5.2.3 of the Financial Agreement

b) New Jersey Motorsports Park, LLC December 31, 2015 and 2014 Independent Auditors Report and Financial Statements submitted in compliance with the Municipal Development Agreement Motion-
Second -

Documents: [NJMP ANNUAL DISCLOSURE STATEMENT.PDF](#), [NJMP FINAL 2015 FINANCIAL STATEMENT.PDF](#)

5.II. Petitions & Letters Item (2)

Correspondence from Mayor Santiago appointing Joseph Sooy, Director of Parks and Public Property, to serve as the Mayor's alternate on the Industrial Commission

Motion -
Second -

Documents: [SOOY IC ALT.PDF](#)

6. REPORTS OF COMMISSIONERS

7. DEPARTMENT OF PUBLIC WORKS

8. DEPARTMENT OF PUBLIC AFFAIRS

8.I. Department Of Public Affairs

a) Permit Fee Log Report for the period 2-1-16 to 2-29-16

b) Permit Fee Log Report for the period 3-7-16 to 3-11-16

Motion -
Second -

Documents: [PRMT FEE LOG RPT 2-1-16 TO 2-29-16.PDF](#), [PRMT FEE LOG RPT 3-7-16 TO 3-11-16.PDF](#)

9. DEPARTMENT OF REVENUE & FINANCE

9.I. Department Of Revenue & Finance

a) Tax Collector's Report for the month February 2016

Motion -
Second -

Documents: [TAX COLLECTORS REPORT 2-2016.PDF](#)

10. DEPARTMENT OF PARKS & PUBLIC PROPERTY

11. DEPARTMENT OF PUBLIC SAFETY

12. ORDINANCES 1ST READING

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

An Ordinance amending the Municipal Code of the City of Millville, Chapter 39, Motor Vehicle and Traffic Regulations, Article X, Schedule 21, Parking Reserved for Handicapped Persons

Delete

713 North 4th Street, Placard #P420338

Motion -
Second -

Documents: [ORD - HANDICAPPED PARKING REPEAL 1 ON 4-5-16.PDF](#)

13. ORDINANCES 2ND READING

13.I. Ordinance No. 12-2016

An Ordinance to exceed the Municipal Budget Appropriation limits and to Establish a Cap Bank in accordance with N.J.S.A. 40A:4-45.14 for CY 2016

Motion -

Second -

(Public Hearing)

Documents: [PUBLIC NOTICE - CAP BANK.PDF](#), [ORD - 2016 COLA.PDF](#)

13.II. Ordinance No. 13-2016

Ordinance approving and authorizing an application to the Cumberland County Roadway Department for the Mike Trout's Angels 13U Travel Baseball Team to hold a coin drop on Saturday, September 10, 2016 and Sunday, September 11, 2016 at the intersection of Buckshutem Road and Cedarville Road

Motion -

Second -

(Public Hearing)

Documents: [PUBLIC NOTICE - COIN DROP TROUT.PDF](#), [ORD COIN DROP -MIKE TROUTS ANGELS 13U TRAVELLING BASEBALL 3-15-16.PDF](#)

13.III. Ordinance No. 14-2016

Ordinance approving and authorizing an application to the Cumberland County Roadway Department for the Millville Girls' Softball League to hold a coin drop on Saturday, June 4, 2016 and Sunday, June 5, 2016 at the intersection of Buckshutem Road and Cedarville Road

Motion -

Second -

(Public Hearing)

Documents: [PUBLIC NOTICE - COIN DROP GIRLS SFTBALL.PDF](#), [ORD COIN DROPGIRLSSOFTBALL 3-15-16.PDF](#)

- 13.IV. Ordinance No. 15-2016
Ordinance amending the salary ordinance to amend an existing title's minimum and maximum compensation for the following:
- | Title | Minimum | Maximum |
|--------------------|-------------|-------------|
| Assistant Engineer | \$50,000.00 | \$72,900.00 |
- Motion -
Second -
(Public Hearing)

Documents: [PUBLIC NOTICE - ASST ENGINEER.PDF](#), [ORD - SALARY ORDINANCE -ASST. ENGINEER.PDF](#)

- 13.V. Ordinance No. 16-2016
Ordinance to Amend Chapter 46, Section 12, Salary Following Promotion
Motion -
Second -
(Public Hearing)

Documents: [PUBLIC NOTICE - LIMIT SALARY INCR FLLWNG PRMTN.PDF](#), [ORD AMENDING CHAPTER 46 SEC 12 SALARY FOLLOWING PROMOTION 3 10 16.PDF](#)

- 13.VI. Ordinance No. 17-2016
An ordinance approving and authorizing an application to the Cumberland County Roadway Department for the Holly City Midget Football League to hold a coin drop on Friday, April 29, 2016 and Sunday, May 1, 2016 at the intersections of Buckshutem Road and Cedarville Road
Motion -
Second -
(Public Hearing)

Documents: [PUBLIC NOTICE - COIN DROP HCMF.PDF](#), [ORDINANCE COIN DROP-HOLLY CITY MIDGET FOOTBALL LEAGUE 3-15-16 AND 4-5-16 MEETINGS.PDF](#)

14. RESOLUTIONS

- 14.I. Resolution No. R112-2016
Resolution authorizing adjustments to the City of Millville Tax and Utility Records
Motion -
Second -

Documents: [RES TAX-UTILITY 4-5-16.PDF](#)

- 14.II. Resolution No. R113-2016
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-4-5-16.PDF](#)

- 14.III. Resolution No. R114-2016
Resolution authorizing lease agreement between the City of Millville and 2nd & Main Petroleum, LLC for the continued use of Block 463, Lot 5 as a parking lot for a one year term beginning April 5, 2016 and ending on April 4, 2017.
Motion -
Second -
(Certification of Funds)

Documents: [RES 2ND MAIN PETROLEUM LLC 3 17 16.PDF](#), [LEASE 2ND MAIN PETROLEUM INC 3 29 16.PDF](#)

- 14.IV. Resolution No. R115-2016
Resolution authorizing First Amendment to professional service contract with Todd J. Gelfand, Esquire, for special labor counsel services for an additional amount of \$15,000.00 and extending the duration of the contract to December 31, 2016
Motion -
Second -
(Certification of Funds)

Documents: [CERT OF FUNDS - GELFAND.PDF](#), [RES PSC GELFAND FIRST AMENDED 3 7 16.PDF](#), [PSC FIRST AMENDMENT GELFAND.PDF](#)

- 14.V. Resolution No. R116-2016
Resolution authorizing Second Amendment to lease between the Millville Public Library and the City of Millville for the purpose of clarifying and confirming each parties rights and responsibilities
Motion -
Second -

Documents: [RES LIBRARY 2ND AMENDMENT.PDF](#), [LEASE LIBRARY 2ND AMENDMENT 032216.PDF](#)

- 14.VI. Resolution No. R117-2016
Resolution authorizing a First Amendment to Standard Professional Services Agreement adopted on June 16, 2015 by Resolution No. R174-2015 to approve a revised contract with GEI Consultants, Inc., 400 Uniform Park Drive, Woburn, MA primarily for the purpose of clarity and minor revisions to the Schedule of Insurance.
Motion -
Second -

Documents: [RES AMENDING RES R174-2015 FIRST AMENDED PSC GEI.PDF](#), [FIRST AMENDED GEI PSC 3 30 16.PDF](#)

- 14.VII. Resolution No. R118-2016
Resolution authorizing a Second Amendment to Standard Professional Services Agreement adopted on November 2, 2015 by Resolution No. R307-2015 authorizing a professional services contract with GEI Consultants, Inc., 400 Uniform Park Drive, Woburn, MA primarily for the purpose of clarity and minor revisions to the Schedule of Insurance.
Motion -
Second -

Documents: [RES AMENDING RES R307-2015 SECOND AMENDED PSC GEI CONSULTANTS 3 29 16.PDF](#), [SECOND AMENDED GEI PSC 3 30 16.PDF](#)

- 14.VIII. Resolution No. R119-2016
Resolution authorizing a professional service contract with Boucher & James, Inc. Consulting Engineers to perform professional services in connection with a solar energy project at the Municipal Complex on 15th Street in an amount not to exceed \$10,000.00
Motion -
Second -
(Certification of Funds)

Documents: [CERT OF FUNDS BOUCHER.PDF](#), [RES BOUCHER JAMES INC 3 21 16.PDF](#), [PSC BOUCHER JAMES INC NON-FAIR AND OPEN 3 21 16.PDF](#)

- 14.IX. Resolution No. R120-2016
Resolution to ratify the Memorandum of Agreement between the City of Millville and Fireman's Mutual Benevolent Association Local 63 (FMBA) concerning conditions of employment covering the period January 1, 2016 through December 31, 2019
Motion -
Second -

Documents: [RES - FMBA RATIFY CONTRACT 4-5-16.PDF](#), [FMBA MOA.PDF](#)

14.X. Resolution No. R121- 2016

Resolution authorizing Lease Agreement between the City of Millville and Cal Ripken League for equipment owned by the City, 2014 John Deere Z425 Extrak Residential Zero-Turn-Radius Mower with a 54 inch edge deck, leasing said property for a term of five seasons beginning April 1st and ending November 30th of each year during the 5 year period beginning April 1, 2016 and ending November 30, 2020.

Motion -
Second -

Documents: [RES CAL RIPKEN LEAGUE LEASE2016-2020.PDF](#), [CAL RIPKEN LEAGUE LEASE AGREEMENT 2016-2020.PDF](#)

14.XI. Resolution No. R122- 2016

Resolution authorizing Lease Agreement between the City of Millville and Girls' Softball League for equipment owned by the City, 2014 John Deere Z425 Extrak Residential Zero-Turn-Radius Mower with a 54 inch edge deck, leasing said property for a term of five seasons beginning April 1st and ending November 30th of each year during the 5 year period beginning April 1, 2016 and ending November 30, 2020.

Motion -
Second -

Documents: [RES GIRLS SOFTBALL LEAGUE LEASE2016-2020.PDF](#), [GIRLS SOFTBALL LEAGUE LEASE 2016-2020.PDF](#)

14.XII. Resolution No. R123- 2016

Resolution authorizing Lease Agreement between the City of Millville and Holly City Midget Football League for equipment owned by the City, 2014 John Deere Z425 Extrak Residential Zero-Turn-Radius Mower with a 54 inch edge deck, leasing said property for a term of five seasons beginning April 1st and ending November 30th of each year during the 5 year period beginning April 1, 2016 and ending November 30, 2020.

Motion -
Second -

Documents: [RES HOLLY CITY MIDGET FOOTBALL LEAGUE LEASE2016-2020.PDF](#), [HOLLY CITY MIDGET FOOTBALL LEAGUE LEASE 2016-2020.PDF](#)

14.XIII. Resolution No. R124- 2016

Resolution authorizing Lease Agreement between the City of Millville and American Little League for equipment owned by the City, 2014 John Deere Z425 Extrak Residential Zero-Turn-Radius Mower with a 54 inch edge deck, leasing said property for a term of five seasons beginning April 1st and ending November 30th of each year during the 5 year period beginning April 1, 2016 and ending November 30, 2020.

Motion -
Second -

Documents: [RES AMERICAN LITTLE LEAGUE LEASE2016-2020.PDF](#), [AMERICAN LITTLE LEAGUE LEASE AGREEMENT.PDF](#)

14.XIV. Resolution No. R125- 2016

Resolution authorizing Lease Agreement between the City of Millville and Babe Ruth League for equipment owned by the City, 2014 John Deere Z425 Extrak Residential Zero-Turn-Radius Mower with a 54 inch edge deck, leasing said property for a term of five seasons beginning April 1st and ending November 30th of each year during the 5 year period beginning April 1, 2016 and ending November 30, 2020.

Motion -
Second -

Documents: [RES BABE RUTH LEAGUE LEASE2016-2020.PDF](#), [BABE RUTH LEAGUE LEASE AGREEMENT2016-2020.PDF](#)

14.XV. Resolution No. R126- 2016

Resolution authorizing Letter of Agreement between the City of Millville and County of Cumberland for administration of a grant to the Millville Municipal Alliance to Prevent Alcoholism and Drug Abuse for the period covering Fiscal Year 2017 in the amount of \$31,594.00

Motion -
Second -

Documents: [RES - AGREEMENT MUNICIPAL ALLIANCE GRANT FY2016.PDF](#), [MUNALLNC LETTER OF AGREEMENT.PDF](#)

14.XVI. Resolution No. R127- 2016

Resolution authorizing the purchase of one (1) Dell Latitude 12 Rugged Extreme Laptop Computer with accessories in the amount of \$3,086.48 and one (1) Optiplex 7020 SFF Desktop Computer in the amount of \$770.72 through a State Contract from Dell Marketing LP, PO Box 676044, Dallas Texas 75267 for a total amount of \$3,857.20

Motion -
Second -
(Certification of Funds)

Documents: [CERT OF FUNDS DELL.PDF](#), [RES - STATE CONTRACT 2 COMPUTERS.PDF](#)

14.XVII. Resolution No. R128- 2016

Resolution authorizing award of contract to Garrison Enterprises, Inc., 211 West Elmer Road, Vineland, NJ for Cedar Street Water Main Replacement in the amount of \$436,573.00

Motion -
Second -
(Certification of Funds)

Documents: [CERT OF FUNDS GARRISON.PDF](#), [RES CEDAR ST WTR MAIN RPLCMNT CNTRCT AWARDED TO GARRISON ENT.PDF](#)

15. NEW BUSINESS

15.I. New Business Item (1)

Motion to approve the following Special Event on Public Lands Application:

a) Sprint Triathlon sponsored by DQ Events, L.L.P.O.A., to be held on July 30, 2016, 7:30 a.m. at the Laurel Lake Clubhouse, 201 SW Lakeshore Drive

Motion -
Second -

15.II. New Business Item (2)

Motion to approve the following Raffle License, Bingo License and Social Affair Permit:

a) Off-Premise 50/50 on behalf of the Millville Army Airfield Museum to held on November 2, 2016, 7:00 p.m. at 1 Leddon Street

b) Application to amend Bingo License to add game - Irish Gold Bingo before intermission on Thursday Night Bingo on behalf of the Millville BPO Elk's Lodge No. 580

c) Social Affair Permit on behalf of the Millville BPO Elk's Lodge No. 580 for a Dinner Concert Fund Raiser to be held on April 23, 2016, 7:00 p.m. to 11:00 p.m., 1815 E. Broad Street, Millville, NJ

Motion -
Second -

15.III. New Business Item (3)

Motion to authorize the City Clerk to advertise for bids with said proposals to be received by the Purchasing Board on April 26, 2016 at 10:00 a.m. Richard C. McCarthy Commission Chamber, City Hall

a) "CY 2016 Work Uniforms"

b) "2013 or Newer Sewer Jet and Catch Basin Cleaner"

Motion -
Second -

Documents: [PUBLIC NOTICE CY 2016 WORK UNIFORMS.PDF](#), [PUBLIC NOTICE SEWER JET AND CATCH BASIN CLEANER.PDF](#)

16. 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](#)