

**TENTATIVE AGENDA FOR COMMISSION MEETING**  
**August 2, 2016, 6:30 P.M.**

**1. ROLL CALL - AUGUST 2, 2016**

Reverend Kenyon 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 July 19, 2016 Work Session minutes and July 19, 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 the Purchasing Agent recommending award of contract for the project known as "Calendar Year 2016 Electrical Maintenance & Service Contract for Sewer Utility, Water Utility and Public Properties" to Deerfield Electric, 203 Kenyon Ave, Millville, NJ in the amount of \$37,673.25

Motion -  
Second -

Documents:

[QPA REPORT 8-2-16.PDF](#)

**5. PETITIONS & LETTERS**

**6. REPORTS OF COMMISSIONERS**

**7. DEPARTMENT OF PUBLIC WORKS**

**8. DEPARTMENT OF PUBLIC AFFAIRS**

**9. DEPARTMENT OF REVENUE & FINANCE**

**9.I. Department Of Revenue & Finance Item (1)**

- a) Quarterly JIF Loss Ratio Snapshot for Fund Years 2010 through 2015 as of June 30, 2016
- b) Quarterly MEL Loss Ratio Snapshot for Fund Years 2010 through 2015 as of June 30, 2016
- c) Quarterly EPL/POL Loss Ratio Snapshot for Fund Years 2010 through 2015 as of June 30, 2016
- d) Commissioners Reports as of July 31, 2016

Motion -  
Second -

Documents:

[JIF SNAPSHOTRPTS.PDF](#)  
[COMMISSIONER REPORT - CY16 JULY 2016.PDF](#)

**10. DEPARTMENT OF PARKS & PUBLIC PROPERTY**

**11. DEPARTMENT OF PUBLIC SAFETY**

**12. ORDINANCES 1ST READING**

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

Ordinance approving and authorizing an application to the Cumberland County Roadway Department for the Millville Police Athletic League to hold a coin drop on Saturday, August 27, 2016 and Sunday, August 28, 2016 at the intersection of Buckshutem Road and Cedarville Road

Motion -  
Second -

Documents:

[ORDINANCE COIN DROP - PAL 8-27 - 8-28.PDF](#)

**12.II. Ordinance 1st Reading Item (2)**

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

Title	Minimum	Maximum		
City Clerk			\$25,000.00	\$107,061.95

Motion -  
Second -

Documents:

[ORD AMENDING SALARY CITY CLERK 2 7 28 16.PDF](#)

**12.III. Ordinance 1st Reading Item (3)**

*Bond Ordinance to authorize construction of street drainage improvements on Marlyn Terrace, to appropriate the sum of \$250,000.00 to pay the cost thereof, to authorize the issuance of \$237,500.00 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 -

*(Supplemental Debt Statement)*

Documents:

[SDS 02-AUG-2016.PDF](#)  
[BOND ORDINANCE FOR STREET DRAINAGE IMPROVEMENTS 8-1-16.PDF](#)

**13. ORDINANCES 2ND READING**

**13.I. Ordinance 2nd 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

**Repeal**  
802 Dock Street, Placard #P455920

Motion -  
Second -  
(Public Hearing)

Documents:

[PN- ORD HC.PDF](#)  
[ORD HANDICAP SIGN REMOVE 1 ON 7-19-2016.PDF](#)

**13.II. Ordinance 2nd Reading Item (2)**

Motion to amend Chapter 46, Personnel Policies Section 46-51 as follows:

~~Employees out on sick leave, family leave or other leave shall not have access to their municipal email account.~~ The city reserves the right to remove employee email access including, but not limited to Family Medical Leave

Motion -  
Second -

Motion to approve Ordinance amending Chapter 46, Personnel Policies, as amended.

Motion-  
Second -  
(Public Hearing)

Documents:

[ORD AMENDING CHAPTER 46 PERSONNEL POLICIES 7 18 16.PDF](#)

#### 14. RESOLUTIONS

14.I. Resolution Item (1)

Resolution authorizing Special Assessment of Municipal Liens for certain properties due to expenses incurred by the City of Millville relating to Cut and Clean of Properties plus administration fees in accordance with Chapter 11, Article VI of the Municipal code

Motion -  
Second -

Documents:

[RES CUT AND CLEAN LIEN AUGUST 2 2016 MEETING.PDF](#)

14.II. Resolution Item (2)

Resolution amending Resolution No. R235-2016 adopted on July 19, 2016 to correct an error made in identifying the property as Block 352, Lot 4 for Board & Secure Assessment, and changing to the correct property, Block 352, Lot 45 known as 530 Columbia Avenue

Motion -  
Second -

Documents:

[RES CORRECTING ASSMENT ERROR.PDF](#)

14.III. Resolution Item (3)

Resolution authorizing Water/Sewer Termination on August 22, 2016 due to payment default pursuant to Section 56-18 of the Municipal Code

Motion -  
Second -

Documents:

[RES TURN OFF CYC 2-5 AUG 22 2016.PDF](#)

14.IV. Motion To Group Resolution Item Nos 4 Through 12

Motion -  
Second -

14.V. Resolution Item (4)

Resolution authorizing cancellation of mortgage and promissory note dated on or about September 4, 2001 for property located at 419 North High Street, Block 412, Lot 9, executed by B&V Development, LLC, which has been fully satisfied

Documents:

[RES BV DEVELOPMENT MORTGAGEDISCHARGE.PDF](#)

14.VI. Resolution Item (5)

Resolution authorizing cancellation of loan agreement and promissory note dated on or about June 5, 2000 for property located at 231-233 North High Street, Block 412, Lot 12, executed by Kolva, Farrell, Arnold and Cruz, which has been fully satisfied

Documents:

[RES KOLVAFARRELLARNOLD CRUZ 080416.PDF](#)

14.VII. Resolution Item (6)

Resolution authorizing cancellation of loan agreement and promissory note dated on or about March 7, 2000 for property located at 1700 North 10th Street, Block 701, Lot 2, executed by Malgorazata and Daniel, LLP, which has been fully satisfied

Documents:

[RES MALGORAZATADANIEL 080216.PDF](#)

14.VIII. Resolution Item (7)

Resolution authorizing cancellation of loan agreement and promissory note dated on or about March 7, 2000 for property located at 412 South Wade Boulevard, Block 489, Lot 10, executed by South Wade Realty, LLC, which has been fully satisfied

Documents:

[RES SOUTHWADEREALTY 080216.PDF](#)

14.IX. Resolution Item (8)

Resolution authorizing cancellation of mortgage dated February 18, 2003 for property located at 19-21 North High Street, Block 420, Lot 9, executed by James R. Durham and Patrick Pacitto, which has been fully satisfied

Documents:

[RES DURHAM PACITTO 080216.PDF](#)

14.X. Resolution Item (9)

Resolution authorizing cancellation of mortgage dated August 25, 2003 for property located at 202 S. Wade Boulevard, Block 483, Lot 1.01, executed by Gaudelli Brothers, Inc., which has been fully satisfied

Documents:

[RES GAUDELLI 080216.PDF](#)

14.XI. Resolution Item (10)

Resolution authorizing cancellation of mortgage dated December 23, 2002 for property located at 222 North High Street, Block 411, Lot 17.01, executed by Joseph C. McGowan and Robert A. Bowman, which has been fully satisfied

Documents:

[RES MCGOWAN BOWMAN 080416.PDF](#)

14.XII. Resolution Item (11)

Resolution authorizing cancellation of mortgage dated July 2, 2001 for property located at 1300-1304 North High Street, Block 256, Lot 2, executed by June Sun-Chung and Barry C.T. Chung, which has been fully satisfied

Documents:

[RES CHUNG 080216.PDF](#)

14.XIII. Resolution Item (12)

Resolution authorizing cancellation of mortgage dated February 15, 2000 for property located at 1203 North High Street, Block 257, Lot 7, executed by Barry Shapiro, which has been fully satisfied

Documents:

[RES SHAPIRO 080216.PDF](#)

14.XIV. Motion To Approve Resolution Item Nos 4 Through 12  
Motion -  
Second -

14.XV. Resolution Item (13)  
Resolution authorizing the City Attorney to cancel UCC Financing Statement filed on or about October 14, 2001, File No. 2262547-2 in the name of Carlisle Machine Works, Inc. and record the Termination Statement with the Department of Treasury  
Motion -  
Second -  
Documents:

[RES CARLISLE MACHINE 080216.PDF](#)

14.XVI. Resolution Item (14)  
Resolution authorizing the City Attorney to cancel UCC Financing Statement filed on or about November 5, 2003, File No. 2188044-5 in the name of Carlisle Machine Works, Inc. and record the Termination Statement with the Department of Treasury  
Motion -  
Second -  
Documents:

[RES CARLISLE MACHINE 2 080216.PDF](#)

14.XVII. Resolution Item (15)  
Resolution authorizing Water/Sewer Termination on August 22, 2016 due to failure to comply with the utility ordinance pursuant to Section 56-18 of the Municipal Code  
Motion -  
Second -  
Documents:

[RES- WTRSWRTERMINATION- DUE TO NONCOMPLIANCE OF WS ORD.PDF](#)

14.XVIII. Resolution Item (16)  
Resolution authorizing Change Order No. 1 for the project entitled "Cedar Street Water Main Replacement" with Garrison Enterprises for an additional amount of \$38,140.02  
Motion -  
Second -  
(Certification of Funds)  
Documents:

[CHANGE ORDER 1 - GARRISON CEDAR STREET.PDF](#)  
[CERT OF FUNDS GARRISON- 38,140.02.PDF](#)  
[RES-CHANGE ORDER NO 1 GAR.PDF](#)

14.XIX. Resolution Item (17)  
Resolution authorizing Change Order No. 2 (Final) for the project entitled "Cedar Street Water Main Replacement" with Garrison Enterprises for an additional amount of \$34,460.37  
Motion -  
Second -  
(Certification of Funds)  
Documents:

[CERT OF FUNDS GARRISON- 34,460.37.PDF](#)  
[RES-CHANGE ORDER NO 2 FINAL.PDF](#)  
[CHANGE ORDER 2 - GARRISON CEDAR STREET.PDF](#)

14.XX. Resolution Item (19)  
Resolution to appoint Jeanne M. Hitchner to Municipal Clerk, effective December 2, 2016  
Motion -  
Second -  
Documents:

[RES - CITY CLERK - JEANNE HITCHNER.PDF](#)

14.XXI. Resolution Item (20)  
Resolution releasing executive session minutes from 2014 thru 2016 that no longer require confidential treatment  
Motion -  
Second -  
Documents:

[RES -OPEN CLOSED SESSION MINUTES- VARIOUS.PDF](#)  
[EXHIBIT A CLOSED SESSION RELEASE- VARIOUS 8-2-2016.PDF](#)

14.XXII. Resolution Item (21)  
Resolution authorizing the purchase of camera system for four police vehicles along with computer tablets in the amount of \$57,354.36 through a State Contract from Wireless Electronic Corporation, 153 Cooper Road, West Berlin, NJ 08091  
Motion -  
Second -  
(Certification of Funds)  
Documents:

[CERT OF FUNDS- WIRELESS.PDF](#)  
[RES - STATE CONTRACT 8-2-16 MTG.PDF](#)

14.XXIII. Resolution Item (22)  
Resolution authorizing adjustments to the tax and utility records  
Motion -  
Second -  
Documents:

[RES TAX UTILITY 2016-08-02.PDF](#)

14.XXIV. Resolution Item (23)  
Resolution authorizing public sale of certain equipment no longer needed for public use to be sold on-line from August 17, 2016 through August 24, 2016 through a contracted government on-line auction service, GovDeals, Inc., at [www.govdeals.com](http://www.govdeals.com)  
Motion -  
Second -  
Documents:

[RES GOVDEALS.PDF](#)  
[SCHEDULE A- GOVDEALS.PDF](#)

14.XXV. Resolution Item (24)  
Resolution authorizing First Amendment to Memorandum of Agreement with the Millville Housing Authority so the Housing Authority will advance tipping fees for demolition debris charged by the Cumberland County Improvement Authority in the event the City exceeds the 88 ton allowance  
Motion -  
Second -  
Documents:

- 14.XXVI. Resolution Item (25)  
Resolution accepting donation of an AME 2001 School Bus from the Millville Board of Education for use by the Millville Police Athletic League  
Motion -  
Second -

Documents:

[RES ACCEPT DONATED SCHOOL BUS FROM BOE.PDF](#)

- 14.XXVII. Resolution Item (26)  
Resolution accepting the retirement of Susan G. Robostello, City Clerk/Administrator effective December 1, 2016  
Motion -  
Second -

Documents:

[RES SUSAN ROBOSTELLO RETIREMENT 7 28 16.PDF](#)

- 14.XXVIII. Resolution Item (27)  
*Resolution approving Taxicab Operator License in the name of Tina Robinson for the period covering January 1, 2016 through December 31, 2016*  
Motion -  
Second -

Documents:

[RES - TAXI OPERATOR LICENSE 8 - 2 - 16.PDF](#)

## 15. NEW BUSINESS

- 15.I. New Business Item (1)  
Motion to authorize the City Clerk/Administrator to advertise for the following:

~~Request for Proposals:~~

~~a) "Certified Floodplain Manager" with said proposals to be returned to the Purchasing Board on August 23, 2016 at 10:00 a.m., Richard C. McCarthy Commission Chamber, 4th floor, City Hall~~

**Notice to Bidders**

a) "CY2016 Automotive and Light Duty Truck OEM and Non OEM Parts" with said bids to be returned to the Purchasing Board on August 23, 2016 at 10:00 a.m., Richard C. McCarthy Commission Chamber, 4th floor, City Hall

Motion -

Second -

Documents:

[RFP - CERTIFIED FLOODPLAIN MGR.PDF](#)  
[PUBLIC NOTICE CY 2016 AUTO PARTS.PDF](#)

- 15.II. New Business Item (2)

Motion to authorize the following Bingo Licenses:

a) Bingo License on behalf of Vineland Regional Dance Company for a Bag Bingo to be held at Millville Elk's Lodge on November 19, 2016, 7:00 p.m. to 11:00 p.m.

b) Bingo License on behalf of The Parish of All Saints to be held at 2 Hillcrest Ave on various dates

c) Bingo License on behalf of St. Mary Magdalen Regional School Alumni Association to be held at 2 Hillcrest Ave on various dates

Motion -

Second -

Documents:

[RFP - CERTIFIED FLOODPLAIN MGR.PDF](#)  
[PUBLIC NOTICE CY 2016 AUTO PARTS.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