

TENTATIVE AGENDA FOR COMMISSION MEETING
September 20, 2016, 6:30 P.M.

1. ROLL CALL - SEPTEMBER 20, 2016

Reverend Wheaton 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."

2. MINUTES

Motion to approve and dispense with the reading of the September 6, 2016 Work Session minutes, September 6, 2016 Closed Session minutes and September 6, 2016 Commission Meeting minutes and to proceed with the regular order of business.

3. BILLS

4. PUBLIC COMMENT ON AGENDA ITEMS ONLY

5. OLD BUSINESS

5.I. Old Business Item (1)

Motion to receive and file report received from the Purchasing Agent recommending award of bids received on September 15, 2016 for project known as "South Millville Water Main Replacement Phase I- Columbine Avenue" to Garrison Enterprise Inc, 211 W. Elmer Road, Vineland, NJ 08360 in the amount of \$190,549.00.

Motion-

Second-

Documents:

[QPA AWARD RECOMMNDTN- GARRISON ENT.PDF](#)

6. PETITIONS & LETTERS

6.I. Petitions & Letters Item (1)

Correspondence received from Natakia Chestnut-Lee submitting her resignation as a member of the Millville Planning Board effective September 12, 2016

Motion-

Second-

6.II. Petitions & Letters Item (2)

Correspondence received from Mayor Michael Santiago appointing the following as members of the Millville Planning Board :

a) Reappointing George Mitchell, Class IV Member for a term expiring November 8, 2020

b) Appointing Larry O'Donnell, Class IV Member to fill the unexpired term of Natakia Chestnut for a term expiring November 8, **2016**

Motion-

Second-

Documents:

[DOC255.PDF](#)

7. REPORTS OF COMMISSIONERS

8. DEPARTMENT OF PUBLIC WORKS

9. DEPARTMENT OF PUBLIC AFFAIRS

10. DEPARTMENT OF REVENUE & FINANCE

11. DEPARTMENT OF PARKS & PUBLIC PROPERTY

12. DEPARTMENT OF PUBLIC SAFETY

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

Fire Report for the month of August 2016

Motion-

Second-

Documents:

[FIRE REPORT- AUGUST.PDF](#)

13. ORDINANCES 1ST READING

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

An Ordinance approving and authorizing an application to the Cumberland County Roadway Department for the Millville American Little League and Millville Lightning to hold a Coin Drop on November 5, 2016 and November 6, 2016 at the intersections of Buckshutem and Cedarville Roads

Motion-

Second-

Documents:

[ORDINANCE COIN DROP-MILLVILLE AMERICAN LITTLE LEAGUE.PDF](#)

14. ORDINANCES 2ND READING

14.I. Ordinance 2nd Reading Item (1)

Ordinance repealing Article VI of Chapter 33, Secondhand Goods and Article XIII, Pawnbrokers and enacting new amended Article VI, Dealers in Precious Metals, Gems and Secondhand Goods

Motion-

Second-

(Public Hearing)

Documents:

[PN- SECONDHAND GOODS.PDF](#)

[ORD REPEALING ARTICLE VI AND ARTICLE XIII SECONDHAND GOODS AND PAWNBROKERS REVISED.PDF](#)

14.II. Ordinance 2nd Reading Item (2)

Ordinance amending Chapter 39 Motor Vehicle and Traffic Regulations, Article III, Parking, Stopping and Standing, Section 20, Loading Zones in order to establish a Loading Zone for Municipal and other governmental vehicles on High Street in front of the Police and Municipal Complex buildings

Motion -
Second -
(Public Hearing)

Documents:

[PN- ORD LOADING ZONES.PDF](#)
[ORD AMENDING ARTICLE III CHAPTER 39 MV AND TRAFFIC REGS 8 17 16.PDF](#)
[SCHEDULE A LOADING ZONES.PDF](#)

14.III. Ordinance 2nd Reading 1 Item (3)

An Ordinance amending the Salary Ordinance Section 2-69 of the Municipal Code reflecting the creation of new part-time title and range of compensation for the following:

Title	Range
Supervising Field Representative	
Property Improvement/PT	\$20.00 ph - \$50.00 ph

Motion -
Second -
(Public Hearing)

Documents:

[PN- AMEND SALARY ORD.PDF](#)
[ORD - SALARY ORDINANCE - SPVSNG FLD RPRSNTV PRPRTY IMPRVMT.PDF](#)

14.IV. Ordinance 2nd Reading 1 Item (4)

Ordinance amending Chapter 46 Article 1. General Personnel Policies §46-3. Disclaimer; Article 10. Discipline §46-41. Systems of Progressive Discipline and adding Article 38. Settlement of Certain Claims Made by Employees §46- 157 Board approval required due to deleted in error.

Motion -
Second -
(Public Hearing)

Documents:

[PN- CHAPTER 46.PDF](#)
[ORD AMENDING CHAPTER 46 PERSONNEL POLICIES 9-6-2016.PDF](#)

14.V. Ordinance 2nd Reading 1 Item (5)

An ordinance amending Chapter 46 Article XXI Residency Requirements: Section 102 Appointment, Section 103 Classification of Qualified Applicants, Section 105 Special Skills and delete Section 104 Appointment in Class Order

Motion -
Second -
(Public Hearing)

Documents:

[PN- RESIDENCY REQUIREMENT.PDF](#)
[ORD AMND ART 21 CHPTR 46 RESIDENCY REQUIREMENT.PDF](#)

15. RESOLUTIONS

15.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 administrative fees in accordance with Chapter 11, Article VI of the Municipal Code

Motion -
Second -

Documents:

[RES CUT AND CLEAN LIEN9 -20-16.PDF](#)

15.II. Resolution Item (2)

Resolution authorizing Special Assessment of Municipal Liens for certain properties due to expenses incurred by the City of Millville relating to Board and Secure of Properties and Emergency Roof Repair plus administrative fees in accordance with Chapter 11, Article VI of the Municipal Code

Motion -
Second -

Documents:

[RES BOARD AND SECURE -9-20-16.PDF](#)

15.III. Resolution Item (3)

Resolution authorizing adjustments to the Tax and Utility Records

Motion -
Second -

Documents:

[RES TAX-UTILITY 9-20-16.PDF](#)

15.IV. Resolution Item (4)

Resolution authorizing cancellation of mortgage dated December 14, 2015 for property located at 18 East Vine St, Block 364, Lot 13, executed by Tyanne Anderson which has been fully satisfied

Motion -
Second -

Documents:

[ANDERSON DISCHARGE.PDF](#)
[RES DISCHARGE OF MORTGAGE - ANDERSON 18 E VINE.PDF](#)

15.V. Resolution Item (5)

Resolution authorizing First Amendment to Professional Service Contract approved by Resolution No. R85-2014 on April 1, 2014 with Post & Schell, P.C., Four Penn Center, 1600 John F. Kennedy Boulevard, Philadelphia, PA 19103 to extend the duration through to July 29, 2016 and to provide for an additional amount not to exceed \$10,475.89 for providing legal services in connection with certain environmental conditions at and in the vicinity of the Millville Airport

Motion -
Second -
(Certification of Funds)

Documents:

[CERT OF FUNDS POST SCHELL.PDF](#)
[RES 1ST AMENDMENT TO PSC POST SHELL 9 20 16.PDF](#)
[1ST AMENDMENT PSC POST SHELL PC 9 6 16.PDF](#)

15.VI. Resolution Item (6)

Resolution authorizing a professional service contract with GPM Associates, Inc. to assist the city in the preparation and submittal of an updated Emergency Response Plan for the Water Utility in the amount of \$5,500.00

Motion -
Second -
(Certification of Funds)

Documents:

[CERT OF FUNDS GPM.PDF](#)
[RES GPM ASSOCS 9 13 16.PDF](#)
[PSC GPM ASSOCIATES 9 13 16.PDF](#)

15.VII. Resolution Item (7)

Resolution authorizing Professional Service Contract with The Ritter Law Office, LLC (Theodore H. Ritter, Esq.) 55 Fayette Street, Bridgeton, New Jersey 08302, to act as special counsel to handle certain types of litigation on collection matters on a contingency basis plus expenses in an amount not to exceed \$2,500

Motion -
Second -
(Certification of Funds)

Documents:

[CERT OF FUNDS RITTER.PDF](#)
[RES TED RITTER COLLECTIONS 9 12 16.PDF](#)
[PSC TED RITTER 9 12 16.PDF](#)

15.VIII. Resolution Item (8)

Resolution authorizing an Intergovernmental Transfer Agreement approving transfer of City of Millville employee Joy A. DeMaio to the City of Vineland

Motion -
Second -

Documents:

[RES INTER-GOVERNMENTAL TRANSFER AGREEMENT JOY DEMAIO 9 12 16.PDF](#)

15.IX. Resolution Item (9)

Resolution authorizing First Amendment to Professional Service Contract with Sarah Birdsall, PO Box 243, Greenwich, New Jersey 08323 to perform as Planning Consulting for an addition amount of \$5,000.00

**Motion -
Second -
(Certification of Funds)**

Documents:

[CERT OF FUNDS BIRDSALL.PDF](#)
[RES BIRDSALL 092016.PDF](#)
[PSC BIRDSALL FIST AMENDMENT.PDF](#)

15.X. Resolution Item (10)

Resolution authorizing award of contract to Garrison Enterprise Inc, 211 W. Elmer Road, Vineland, NJ 08360 for project known as "South Millville Water Main Replacement Phase I Columbine Avenue" to in the amount of \$190,549.00.

**Motion -
Second -
(Certification of Funds)**

Documents:

[CERT OF FUNDS - GARRISON.PDF](#)
[RES AWARDDING COLUMBINE AVE MAIN REPLACEMENT PH 1.PDF](#)

15.XI. Resolution Item (11)

Resolution affirming the City of Millville's Civil Rights Policy with respect to all officials, appointees, employees, prospective employees, volunteers, independent contractors and members of the public that come into contact with municipal employees, officials and volunteers

**Motion -
Second -**

Documents:

[RES GENERAL_ANTI_HARASSMENT.PDF](#)

16. NEW BUSINESS

16.I. New Business (1)

Motion to authorize the following Catering Permit and Raffle License:

Catering Permit

a) On behalf of TNSL Lambert, Inc. for a concert to be held on October 9, 2016 from 12:00 pm to 12:00 am at the Cumberland County Fairgrounds pending approval of insurance

Raffle License

a) On behalf of the Parish of All Saints, for a Off-Premise 50/50 to be held at St. Mary Magdalen Cafeteria on January 8, 2017 at 1:00 pm

Motion:
Second:

16.II. New Business (2)

Motion to authorize the following Event Applications:

Special Event on Public Lands

a) Community Walk on the Maurice River Bicycle and Walking Trail to be held on the Maurice River Bicycle and Walking Trail, October 1, 2016 from 10:00 a.m. to 1:00 p.m.

Cumberland County Fairgrounds- Other Events

a) Community Yard Sale to be held on October 1, 2016, 8:00 a.m. to 4:00 p.m.

b) Music Festival to be held on October 9, 2016, 7:00 a.m. to 11:00 p.m. pending approval of insurance

Motion:
Second:

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