

**TENTATIVE AGENDA FOR COMMISSION MEETING
NOVEMBER 1, 2016, 6:30 P.M.**

1. ROLL CALL - NOVEMBER 1, 2016

Reverend Harris 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. CITY CLERK TO REVIEW CHANGES TO THE AGENDA

3. MINUTES

Motion to approve and dispense with the reading of the October 18, 2016 Work Session minutes, October 18, 2016 Closed Session minutes and October 18, 2016 Commission Meeting minutes and to proceed with the regular order of business.

4. RESOLUTION ITEM (1)

Resolution authorizing transfers in the CY2016 budget appropriations

Motion:
Second:

Documents:

[RES TRANSFER 11 01 16.PDF](#)

5. BILLS

6. PUBLIC COMMENT ON AGENDA ITEMS ONLY

7. OLD BUSINESS

7.I. Old Business Item (1)

The following reports were received from the Purchasing Agent:

a) Purchasing Board on October 20, 2016 for Rebid CY 2016 Automotive and Light

Duty Truck OEM and Non OEM Parts

b) Report recommending award of bid to Worth and Company, Inc., 6363 Kellers Church Rd, Pipersville, PA for the Millville Wastewater Treatment Phase II Upgrade Project in the amount of \$7,239,100.00

Motion:
Second:

Documents:

[AUTOMOTIVE PARTS.PDF](#)
[WWTP PHASE II.PDF](#)

8. PETITIONS & LETTERS

9. REPORTS OF COMMISSIONERS

10. DEPARTMENT OF PUBLIC WORKS

11. DEPARTMENT OF PUBLIC AFFAIRS

12. DEPARTMENT OF REVENUE & FINANCE

12.I. Department Of Revenue And Finance
Water and sewer turn off procedures

13. DEPARTMENT OF PARKS & PUBLIC PROPERTY

14. DEPARTMENT OF PUBLIC SAFETY

15. ORDINANCES 1ST READING

16. ORDINANCES 2ND READING

17. RESOLUTIONS

17.I. Resolution Item (2)

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 11-1-16.PDF](#)

17.II. Resolution Item (3)

Resolution authorizing award of contract with Worth and Company, Inc., 6263 Kellers Church Road, Pipersville, PA 18947 for "Wastewater Treatment Plant Phase II Upgrades", in an amount not to exceed \$7,239,100.00

Motion:
Second:

Documents:

[RES AWARD WWTP PHASE II UPGRADES.PDF](#)
[CERT OF FUNDS- WORTH AND COMPANY INC.PDF](#)
[ENGINEERING AWARD REC FOR WWTP PHASE II UPGRADES.PDF](#)

17.III. Resolution Item (4)

Resolution authorizing Second Amendment to Supplemental Professional Service Contract adopted by Resolution No. R100-2016 on March 15, 2016, with Blaney & Karavan, P.C. to act as Special Labor Counsel for the balance of Calendar Year 2016 for an additional amount of \$10,000.00

Motion:
Second:
(Certification of Funds)

Documents:

[CERT OF FUNDS BLANEY.PDF](#)
[RES BLANEY KARAN 2ND AMENDED PSC 10 20 16.PDF](#)
[PSC BLANEY KARAVAN 2ND AMENDED 10 20 16.PDF](#)

17.IV. Resolution Item (5)

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

Motion:
Second:
(Certification of Funds)

Documents:

[CERT OF FUNDS BIRSDALL.PDF](#)
[RES SARAH BIRSDALL 10 20 16.PDF](#)

- 17.V. Resolution Item (6)
Resolution authorizing adjustments to the tax and utility records
Motion-
Second-

Documents:

[RES TAX-UTILITY11-1-16.PDF](#)
- 17.VI. Resolution Item (7)
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 plus administrative fees in accordance with Chapter 11, Article VI of the Municipal Code
Motion-
Second-

Documents:

[RES BOARD AND SECURE-11-1-16.PDF](#)
- 17.VII. Resolution Item (8)
Resolution authorizing the City of Millville to transfer Block 188, Lots 319 and 2320 to the adjacent property owner, Anthony and Anna Marie Vento, for the consideration of \$500.00 plus all costs of transfer
Motion-
Second-

Documents:

[RES VENTO B188L319AND2320 110116.PDF](#)
- 17.VIII. Resolution Item (9)
Resolution authorizing the City of Millville to transfer Block 275, Lot 6 to the adjacent property owner, Christine Katz, for the consideration of \$50.00 plus all costs of transfer
Motion-
Second-

Documents:

[RES KATZ B275L6 110116.PDF](#)
- 17.IX. Resolution Item (10)
Resolution authorizing the City of Millville to transfer Block 579, Lot 21 to the adjacent property owner, John W. Lee, for the consideration of \$501.00 plus all costs of transfer
Motion-
Second-

Documents:

[RES LEE B579L21 110116.PDF](#)
- 17.X. Resolution Item (11)
Resolution authorizing the City of Millville to transfer Block 375, Lot 1 to the adjacent property owner, Jose Ovalles, for the consideration of \$100.00 plus all costs of transfer
Motion-
Second-

Documents:

[RES OVALLES B375L1 110116.PDF](#)
- 17.XI. Resolution Item (12)
Resolution authorizing Water/Sewer Termination on November 14, 2016 due to payment default pursuant to Section 56-18 of the Municipal Code
Motion-
Second-

Documents:

[RES TURNOFF CYC 2-5 NOV 14 2016.PDF](#)
- 17.XII. Resolution Item (13)
Resolution authorizing the Forensic Audit Report prepared by Baker Tilly Virchow Krause LLC be referred to the HUD Inspector General for possible civil and/or criminal investigation to be conducted by that agency, as was recommended by Brian Sanvidge, CIG, CFE
Motion-
Second-

Documents:

[RES BAKER-TILLY INVESTIGATION.PDF](#)
- 17.XIII. Resolution Item (14)
Resolution appointing Laura Burns as Deputy Municipal Clerk for a three year term beginning December 2, 2016
Motion-
Second-

Documents:

[RES - DEPUTY CITY CLERK - LAURA BURNS.PDF](#)
- 17.XIV. Resolution Item (15)
Resolution authorizing Fourth Amendment to Professional Service Contract with Gruccio, Pepper, DeSanto and Ruth, PA to act as Special Labor Counsel for the balance of Calendar Year 2016 concerning certain labor matters in the Millville Police Department
Motion-
Second-
(Certification of Funds)

Documents:

[RES GRUCCIOPEPPER 4TH AMENDMENT 110116.PDF](#)
[PSC GRUCCIO 4TH AMENDEED PSC 110116.PDF](#)
- 17.XV. Resolution Item (16)
Resolution authorizing award of contract through the Middlesex Regional Educational Services Commission (MRESC), a New Jersey State approved Cooperative Pricing System, to Xtel Communications, 401 Route 73 North, Building 10, Suite 106, Marlton, NJ 08053 for the purchase of an independent internet circuit for the Police Department and to increase bandwidth speed for the City
Motion-
Second-
(Certification of Funds)

Documents:

[RES -XTEL RESOLUTION OFFICE.PDF](#)
[XTEL ORDER FORM AND AGREEMENTS.PDF](#)

- 17.XVI. Resolution Item (17)
Resolution for Referral of Employee Complaint Matter Against Commissioner Ennis to the Prosecutor's Office
Motion -
Second -

Documents:

[RES ENNIS COMPLAINT 110116.PDF](#)

18. NEW BUSINESS

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

- a) Bids for the project known as "Vine Street Improvements" with said proposals to be returned to the Purchasing Board no later than December 1, 2016 at 10:00 a.m., Richard C. McCarthy Commission Chamber, 4th floor, City Hall.
- b) RFP's for the following Professional Service Contracts to be returned to the Purchasing Board no later than November 22, 2016 at 10:00am.,Richard C. McCarthy Commission Chamber, 4th floor, City Hall:
- a) Municipal Attorney
 - b) Special Counsel
 - c) City Prosecutor
 - d) City Public Defender
 - e) Conflict City Prosecutor
 - f) Conflict City Public Defender
 - g) City Zoning Board Attorney
 - h) City Planning Board Attorney
 - i) Independent Hearing Officer
 - j) Municipal Bond Counsel
 - k) Municipal Auditors
 - l) Advertising, Marketing and Public Relations Firm
 - m) Community Development Block Grant Adviser Firm
 - n) Financial Adviser Firm
 - o) Insurance Broker of Record
 - p) Broker of Record for Employee Benefit Program
 - q) Planning Consultant
 - r) Engineer
 - s) Engineer for Special Projects
 - t) City Appraiser
- Motion -
Second -

Documents:

[PN-VINE STREET.PDF](#)
[RFP 2017 PSC.PDF](#)

19. 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