PLEASE NOTE: MEETING WILL BE HELD VIA TELECONFERENCE
TO ATTEND DIAL (978) 990-5000 AND USE ACCESS CODE 197407.
PLEASE MUTE YOUR PHONE TO LIMIT OUTSIDE NOISE DURING THE CONFERENCE CALL.

ATTENDANCE OF ALL ATTENDEES WILL BE TAKEN AT THE BEGINNING OF THE MEETING.

DURING THE PUBLIC COMMENT PORTION THE CITY CLERK WILL CALL THE ATTENDEES NAME IN THE ORDER IT WAS RECEIVED IN THE BEGINNING OF THE MEETING AND ASK IF THEY WOULD LIKE TO MAKE ANY COMMENTS. THE ATTENDEE MAY UNMUTE THEIR PHONE AND MAKE THEIR COMMENTS, IF ANY.

TENTATIVE AGENDA FOR REGULAR SESSION MEETING MAY 5, 2020, 5:30 P.M.

1. **CALL TO ORDER**

2. **ROLL CALL**
   Santiago__ Pepitone__Parent__Udalovas__Cooper__

3. **SALUTE TO THE FLAG**

4. **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."

5. **CITY CLERK TO REVIEW CHANGES TO THE AGENDA**

6. **BILLS**
   Motion-
   Second-
   Pepitone___ Parent ___ Udalovas ___ Cooper ___ Santiago ___

7. **MINUTES**
   Motion to approve and dispense with the reading of the following minutes and to proceed with the regular order of business:
   April 7, 2020:
   Regular Session
   April 21, 2020:
   Regular Session
   Motion-

Second-
Pepitone ___ Parent ___ Udalovas ___ Cooper ___ Santiago ___

8. **PUBLIC COMMENT ON AGENDA ITEMS ONLY**

9. **OLD BUSINESS**

10. **PETITIONS & LETTERS**

10.I. Petitions And Letters Item (01)

Motion to receive and file correspondence received from John J. Betz, Biologist of the County of Cumberland Department of Public Works regarding an Informational Packet explaining the activities of the Cumberland County Mosquito Control Division, tips for the general public on how they can help control mosquitoes, which pesticides are used and various important phone numbers

Motion-
Second-
Pepitone __ Parent __ Udalovas __ Cooper __ Santiago __

Documents:

CC MOSQUITO CONTROL COMMISSION.PDF

11. **REPORTS OF COMMISSIONERS**

12. **COMMISSIONER COOPER**

13. **COMMISSIONER PEPITONE**

14. **COMMISSIONER UDALOVAS**

15. **VICE-MAYOR PARENT**

15.I. Vice-Mayor Parent Item (01)

Annual Report of Taxes Not Collected

Motion-
Second-
Pepitone __ Parent __ Udalovas __ Cooper __ Santiago __

Documents:

REPORT OF UNCOLLECTABLES.PDF

16. **MAYOR SANTIAGO**

16.I. Mayor Santiago Item (01)

Streets and Roads Report for the month of April 2020

Motion-
Second-

Documents:

STREETS AND ROADS REPORT APRIL 2020.PDF

17. **ORDINANCES 2ND READING**

17.I. Ordinance 2nd Reading Item (01)

Ordinance amending the City of Millville Municipal Code Chapter 11 Bureau of Permits and Inspections repealing Article II, Article IV, and Article V in their entirety and

replace and supercede them with Article II- Property Maintenance Code; Article IV- Abandoned Property and Buildings Unfit for Habitation, Occupancy or Use; Article V- Vacant Property Registration and Maintenance Requirements

Motion-

Second-

(Public Hearing)

Pepitone __ Parent __ Udalovas __ Cooper __ Santiago __

Documents:

PN- ORD CHAPTER 11.PDF

AMENDING CHAPTER 11.BUREAU OF PERMITS.PDF

18. ORDINANCES 1ST READING

18.I. Ordinance 1st Reading Item (01)

Ordinance to approve the application and agreement submitted by Vineland Delsea Drive LLC for a five year exemption or abatement from taxation pursuant to Article I of Chapter 65 of the Municipal Code for the project known as Aldi Grocery Store located at 3850 S. Delsea Drive

Motion-

Second-

Pepitone __ Parent __ Udalovas __ Cooper __ Santiago __

Documents:

ORDINANCE - ALDI.PDF

18.II. Ordinance On 1st Reading Item (02)

Ordinance amending the Section 2-69 of the City Code to add a new title and salary range for Investigator Police Department (part time) with a Minimum of $25.00 per hour and a Maximum of $35.00 per hour.

Motion-

Second-

Pepitone__Parent__Udalovas__Cooper__Santiago__

Documents:

SALARY ORDINANCE 5-5-2020.PDF

19. CONSENT AGENDA ITEMS

All matters listed under the Consent Agenda are considered to be routine and non-controversial by the Board of Commissioners and will be approved by one motion. There will be no separate discussion of these items unless a governing body member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

19.I. Resolution Item (CA01)

Resolution authorizing adjustments in the tax and utility records

Documents:

RES TAX AND UTILITY.PDF

19.II. Resolution Item (CA02)

Resolution authorizing Special Assessment of Municipal Liens for certain properties due to expenses incurred by the City of Millville relating to Board and Secure plus administrative fees in accordance with Chapter 11, Article I, Subsection 11-6 of the Municipal Code

Documents:

BOARD AND SECURE RESOLUTION 5-05-20.PDF

19.III. Resolution Item (CA03)

Resolution authorizing amended Neighborhood Preservation Program Year II Plan in response to the COVID-19 Pandemic

Documents:

RES NPP WORK PLAN 2020 COVID-19 AMENDMENT.PDF
FIRST AMENDMENT TO 5-YEAR NPP PLAN 2020_.PDF

20. MOTION TO APPROVE CONSENT AGENDA ITEMS

Motion to approve all items on the Consent Agenda
Motion-
Second-
Pepitone ___ Parent ___ Udalovas ___ Cooper ___ Santiago ___

21. RESOLUTIONS

21.I. Resolution Item (01)

Resolution approving substantial amended FY 2019 Community Development Block Grant Annual Action Plan in response to COVID-19 Pandemic
Motion-
Second-
(Public Hearing)
Pepitone __ Parent __ Udalovas __ Cooper __ Santiago __

Documents:

FY2019 SUBSTANTIAL AMENDMENT SUMMARY.PDF
RES AMENDED FY2019 PLAN 2.PDF

21.II. Resolution Item (02)

Resolution approving the FY- 2020-2024 Consolidated Plan and the FY 2020 Annual Action Plan for the City of Millville
Motion-
Second-
(Public Hearing)
Pepitone__ Parent __ Udalovas __ Cooper __ Santiago __

Documents:

RES 2020 CDBG HOME.PDF

FY2020-2024 CON PLAN.PDF

21.III. Resolution Item (03)

Resolution authorizing award of professional service contract through a fair and open process to EMS Consulting Services to act as Medical Director of EMS for the City of Millville in an amount not to exceed $13,750.00

Motion-

Second-

(Certification of Funds)

Pepitone__ Parent __ Udalovas __ Cooper __ Santiago __

Documents:

RES EMS CONSULTING.050520.DOC.PDF

21.IV. Resolution Item (04)

Resolution authorizing award of contract through a fair and open process to Action Uniform Company, LLC to supply City of Millville Emergency Medical Technicians' Uniforms in the amount of $9,450.00.

Motion-

Second-

(Certification of Funds)

Pepitone __ Parent __ Udalovas __ Cooper __ Santiago __

Documents:

RES - AWARD EMT UNIFORMS 5-5-20 MTG.PDF

21.V. Resolution Item (05)

Resolution authorizing Second Amendment to Consulting Agreement with Holly City Development Corporation for purpose of amending the amount not to exceed $45,000.00 and extending the duration through December 31, 2020

Motion-

Second-

(Certification of Funds)

Pepitone __ Parent __ Udalovas __ Cooper __ Santiago __

Documents:

RES HCDC NPP GRANT 2ND AMENDMENT.PDF

21.VI. Resolution Item (6)

Resolution terminating Professional Services Contract of Grace Marmero & Associates, LLP awarded on January 2, 2020 by Resolution 18-2020

Motion-

Second-

Pepitone___Parent___Udalovas___Cooper___Santiago___

Documents:

RESOLUTION TERMINATING CONTRACT WITH GRACE MARMERO 5-5-2020.PDF

21.VII. Resolution Item (7)

Resolution awarding Professional Services Contract to Gruccio, Pepper, DeSanto & Ruth, PA through the Fair and Open Process for labor counsel services on behalf of the City of Millville commencing May 6, 2020 through December 31, 2020 at a rate of $135.00 per hour in an amount not to exceed $60,000.00

Motion-
Second-
(Certification of Funds)
Pepitone___Parent___Udalovas___Cooper___Santiago___

Documents:

RESOLUTION AWARDING PSC GRUCCIO PEPPER DESANTO AND RUTH 5-5-2020.PDF
PSC GRUCCIO PEPPER DESANTO 5-5-2020.PDF

22. NEW BUSINESS

22.I. New Business Item (01)

Motion to authorize the City Clerk to advertise for bids for the project known as "Furnishing Chemical Supplies for the City of Millville- CY 2020 & 2021". Bids must be sent by US Mail or Delivery Service to the City of Millville Purchasing Board, 12 S. High Street, Millville, NJ 08332 and must be received on or before May 21, 2020, 10:00 a.m. and will be opened at that time via the ZOOM Platform.

Motion-
Second-
Pepitone __ Parent __ Udalovas __ Cooper __ Santiago __

Documents:

PUBLIC NOTICE CHEMICAL SUPPLIES 2020-21.PDF

23. 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

24. ADJOURN

Motion-
Second-

COUNTY OF CUMBERLAND
DEPARTMENT OF PUBLIC WORKS & PROPERTY
800 East Commerce Street Bridgeton, New Jersey 08302
856-453-2192 FAX 856-455-5857

JOHN H. KNOOP III, PE
Director / County Engineer
johnkn@co.cumberland.nj.us

DOUGLAS WHITAKER, PE
Assistant County Engineer
dougwh@co.cumberland.nj.us

H. JAMES NEHER
Assistant Director
jamesne@co.cumberland.nj.us

RECEIVED
APR 20 2020
CITY CLERK'S OFFICE

February 28, 2020

Mayor Michael Santiago
City Hall
12 S. High Street
P.O. Box 609
Millville, NJ 08332

Dear Mayor Santiago,

Enclosed you will find an information packet I have prepared for your municipality in compliance with the New Jersey Pesticide Control Regulations (N.J.A.C. 7:30-9.10). Included is a Question and Answer sheet explaining the activities of the Cumberland County Mosquito Control Division, tips for the general public on how they can help us control mosquitoes, which pesticides are used, and various important phone numbers. In addition, I have included the New Jersey Department of Environmental Protection-approved Fact Sheets for each pesticide used in our mosquito control program. It is the intention of NJDEP that this information be shared with all residents in your community. Some examples of how this may be accomplished are: providing copies at your office, placing copies in other public buildings such as libraries, or by direct-mailing them. If you have any questions, or need any further information, do not hesitate to contact me at 856-453-2197 between 7:00 am and 3:30 pm Monday-Friday.

Sincerely,

John J. Betz
Biologist
Cumberland County Mosquito Control Division

Enclosures

PUBLIC NOTICE

Mosquito control is everyone's responsibility; please do your part by preventing mosquitoes from inhabiting your property. For more information on mosquitoes & mosquito control, contact The Cumberland County Mosquito Control Division at 856-453-2192, and visit our website at www.co.cumberland.nj.us.

In compliance with section 9.10 & 9.15 of the New Jersey Pesticide Control Code (N.J.A.C. Title 7, Chapter 30), the Cumberland County Mosquito Control Division may be applying pesticides for the control of adult mosquito populations on an area-wide basis, as needed, throughout Cumberland County during the period of May 1, 2020 through October 31, 2020.

The pesticides used will be those recommended by the New Jersey Agricultural Experiment Station (NJAES), Rutgers University, for the control of adult mosquitoes, which include: Rosemary/Peppermint Oils (Essentria All Purpose Insecticide Concentrate®), Etofenprox (Zenivex®), Malathion (Fyfanon®), Permethrin (Aqua-Reslin®), and Prallethrin/Sumithrin/PBO (Duet HD®). Products are applied by truck and/or aircraft, using Low-Volume or Ultra-Low Volume techniques. The applications will be made according to product labeling.

Contact the National Pesticide Information Center at 1-800-858-7378 for routine, pesticide-related health inquiries. Call the New Jersey Pesticide Control Program at 1-609-984-6507 for pesticide regulation information, pesticide complaints, and health referrals. In case of any pesticide emergency, please contact the New Jersey Poison Information and Education System at 1-800-222-1222.

Upon request, the Cumberland County Mosquito Control Division shall provide a resident with notification at least 12 hours prior to the application, except for quarantine and disease vector control only, when conditions may necessitate pesticide applications sooner.

Those seeking further information regarding Cumberland County Mosquito Control Division activities should contact:

Heather A. Lomberk, M.S.
Superintendent
NJCPA License # 29915A
Telephone # 856-453-2170
800 E. Commerce Street
Bridgeton, New Jersey 08302

CUMBERLAND COUNTY
MOSQUITO CONTROL DIVISION
QUESTIONS AND ANSWERS

What does our agency do?

Cumberland County Mosquito Control is a Division of the Department of Public Works and Property of Cumberland County and is involved in all aspects of mosquito control. We have two full-time inspectors who inspect known mosquito habitats for the presence of mosquitoes and apply pesticides to those areas as necessary. They also respond to service requests by inspecting and treating any mosquito habitats found at residents' homes or businesses. Our Superintendent is a graduate-level entomologist, and we have a Biologist who assists in inspections and control, is responsible for mosquito surveillance by using various types of mosquito traps, and for mosquito identification. Additionally, the Biologist handles public education and conducts educational programs for schools, civic groups, and other organizations upon request.

Our agency also participates in a vector surveillance program coordinated by Rutgers University and the Office of Mosquito Control Coordination, a Division of the New Jersey Department of Environmental Protection. This program involves sampling mosquitoes from various areas throughout the County and sending them to the New Jersey Department of Health to have them tested for various encephalitis viruses. If any sampled mosquitoes test positive, we intensify our inspection and control efforts in those areas in an attempt to minimize possible risk to County residents, their pets, and their livestock.

How does our agency control mosquitoes?

Cumberland County Mosquito Control Division uses an integrated pest management (IPM) approach to control mosquitoes. This approach utilizes several methods of pest control, including mechanical, biological, and chemical.

We also employ heavy equipment operators who use various types of large machinery to engage in water management practices, or source reduction, to remove or modify mosquito habitats.

Source reduction is the largest component of our mosquito control program, and in many cases, can permanently affect mosquito population levels. Biological control can also be quite effective in eliminating mosquitoes. In this aspect of our program, we identify isolated, permanent bodies of water and introduce minnows and other types of fish to feed on mosquito larvae. Our chemical control program consists of the application of larvicides and pupicides to kill the immature stages, and adulticides to kill the flying adults. Typically, the non-chemical methods are preferred since they are the most effective; however, pesticide applications are necessary if the other methods are ineffective or not feasible.

What can the general public do to help us with our mosquito control program?

For our program to be successful, it is imperative we get help from the general public. It can be a futile endeavor employing mosquito control methods if our residents are allowing mosquitoes to use their own properties as habitats!

Here are some tips to prevent mosquitoes from breeding on your property:

- keep rain gutters free of debris
- clean birdbaths at least once a week
- keep yard and surrounding areas free of artificial containers, which can collect rainwater
- eliminate standing water from crawl spaces and basements

Examples of artificial containers include:

- unused wading pools
- opened trash cans
- tires
- pool covers
- wheel ruts
- large, deep mud puddles
- buckets

- wheelbarrows
- ornamental ponds without proper aeration or fish
- empty planting pots

Anything holding water for at least four days can become a mosquito habitat. In addition, if you find a mosquito habitat, or you think you might have an area conducive to the placement of fish, do not hesitate to call our office.

Which pesticides are used to control mosquitoes in Cumberland County and how are they applied?

In Cumberland County we use larvicides, a larvicide/pupicide, and adulticides to control mosquitoes.

The larvicides we use include:

Altosid – active ingredient is methoprene
Natular G30 – active ingredient is spinosad
VectoBac 12AS & VectoBac GS – active ingredient is *Bacillus thuringiensis israelensis*
VectoMax FG – active ingredients are *Bacillus sphaericus* and *Bacillus thuringiensis israelensis*
Duplex G and VectoPrime FG – active ingredients are methoprene and *Bacillus thuringiensis israelensis*

The larvicide/pupicide we use is:

CoCo Bear – active ingredient is mineral oil

The adulticides we use include:

Aqua-Reslin – active ingredient is permethrin
Duet HD – active ingredient is prallethrin/sumithrin/PBO
Essentria All Purpose Insecticide Concentrate – active ingredients are rosemary and peppermint oils
Zenivex E20 – active ingredient is etofenprox

Altosid is used as 30-day/150-day briquets, pellets, and granules, and are placed directly in water. Duplex G, Natular G30, VectoBac GS, VectoMax FG, and VectoPrime FG are used in granular form and are applied directly to water with a seed spreader or digital measuring spoon. Vectobac 12AS is applied as a liquid directly to water with a hand-held compressed air sprayer, or may be applied by aircraft. CoCo Bear is applied as a liquid directly to water with a hand-held compressed air sprayer. Essentria All Purpose Insecticide Concentrate is applied to foliage in a coarse mist created by a truck-mounted mist blower. Zenivex E20 and Aqua-Reslin are applied directly into the air to contact mosquitoes while on the wing as an Ultra-Low-Volume (ULV) spray by a truck-mounted sprayer. All products used are registered with both the USEPA and NJDEP, which means they are legal for use in New Jersey.

In addition, our Division Superintendent, inspectors, heavy equipment operators, and Biologist are all NJDEP-licensed, certified pesticide applicators. For further information about the pesticides and their use, please refer to the accompanying NJDEP-approved Fact Sheets.

How do I contact Cumberland County Mosquito Control Division and get more information?

If you would like us to inspect your property, if you want to report a mosquito habitat, or you would like help with anything else mosquito-related, please call 856-453-2192 Monday – Friday between 8:00 a.m. and 4:00 p.m. If you would like to speak directly to the Superintendent, call 856-453-2170 Monday – Friday between 8:00 a.m. and 4:00 p.m. If you would like to speak directly to the Biologist, Assistant Chief Inspector, or Supervising Heavy Equipment Operator, call 856-453-2197 Monday – Friday between 7:00 a.m. and 3:30 p.m.

For general information:

For overall pesticide-specific information – 9:30 a.m. to 7:30 p.m.
National Pesticide Information Center 800-858-7378

For pesticide health information and possible exposures – 24 hours
NJ Poison Information & Education System 800-222-1222

For New Jersey pesticide regulation and misuse complaints
NJDEP Pesticide Control Program 609-984-6507

For Federal pesticide regulation
USEPA Region 2 Office of Pesticide Programs 732-321-6759

For mosquito control insecticide recommendations
Rutgers University, Department of Entomology 732-932-9459

For state-wide mosquito control information
NJDEP Office of Mosquito Control Coordination 609-292-3649

Where can I find more specific information on pesticide applications in Cumberland County and how will I be notified?

Call the Cumberland County Mosquito Control Division at 856-453-2170 or check the website for the spray schedule, which is updated daily, at www.co.cumberland.nj.us. Attached is an example of a newspaper notice the Division places in two local newspapers throughout the mosquito control season. The two newspapers we use are the Bridgeton Evening News and the Daily Journal. A citizen has the right to ask the Cumberland County Mosquito Control Division for specific information about a planned application prior to the pesticide treatment.

Municipalities are encouraged to share this information with all residents in their community.

Fact Sheet

Altosid®

This sheet answers some basic questions about a mosquito control product in use in your county. Your Cumberland County Mosquito Control Division, along with several other resources (listed at the end of this sheet), can provide more detailed information.

What is Altosid and how is it used?

Altosid is an insecticide product recommended for mosquito control in New Jersey by Rutgers, The State University of New Jersey. It contains the pesticide called **Methoprene.** The U.S. Environmental Protection Agency's (EPA) current evaluation considers **Methoprene**-containing products to be very slightly toxic with minimal potential risk to people when used properly as part of a complete mosquito control program.

Altosid is used to prevent mosquitoes from emerging into adults from lakes, ponds, and other bodies of water. It acts on the larva, or immature stage of the mosquito, within water, immediately before the flying mosquito emerges. **Altosid** is part of a mosquito management approach, using habitat management and other measures, to control immature mosquitoes in order to reduce the need to spray for adults.

How can I avoid exposure to Altosid?

Risk to the general public from the use of **Altosid** is minimal. Avoiding exposure is always the safest course of action, particularly for populations whose members may be at higher risk such as pregnant women, children, the elderly, and those with chronic illnesses. Any possible exposure risk can be reduced by following some common sense actions:

- Plan your activities to limit time spent outside during times of possible pesticide treatments.
- Avoid direct contact with treated bodies of water.
- Move children's toys out of application areas.
- Move animals and their food and water dishes out of application areas.
- Stay away from application equipment, whether or not it is in use.

What are the symptoms of exposure to Altosid?

Methoprene is not a skin irritant or a sensitizer. The chance of experiencing symptoms of exposure with proper use is very low. You should contact your physician, other medical providers, or the New Jersey Poison Information and Education System (**NJPIES**) at **1-800-222-1222** if you experience any symptoms following a pesticide application. Bring this sheet with you if you visit a physician or other medical provider.

How long will Altosid last in the environment?

Methoprene has a low persistence and breaks down in water within a few days. In soil, it breaks down in less than 10 days.

Where can I get more information on Altosid?

The following are resources for more information regarding **Altosid** and mosquito control in your area (unless otherwise noted, available during normal business hours):

For overall pesticide-specific information – 9:30am to 7:30pm:
National Pesticide Information Center **800-858-7378**

For pesticide health information & possible exposures – 24 hours:
NJ Poison Information & Education System **800-222-1222**

For New Jersey pesticide regulation & misuse complaints:
Bureau of Pesticide Compliance and Enforcement **609-984-6568**

For Federal pesticide regulation:
USEPA Region 2 Office of Pesticide Programs **732-906-6809**

For statewide mosquito control information:
NJDEP Office of Mosquito Control Coordination **609-292-3649**

For local mosquito control information:
Cumberland County Mosquito Control Division **856-453-2192**

For mosquito control recommendations:
Rutgers University, Department of Entomology **848-932-7602**

For local health information:
Cumberland County Health Department **856-327-7602**

Natular®

This sheet answers some basic questions about a mosquito control product in use in Cumberland County. Cumberland County Mosquito Control, along with several other resources (listed at the end of this sheet), can provide more detailed information.

What is Natular® and how is it used?

Natular® is a bacterial larvacide that is in use by Cumberland County Mosquito Control on a limited basis this year. It contains the active ingredient called "***Spinosad***." Spinosad is made up of the complex organic compounds spinosyn A and spinosyn D, which are created by soil microbes. The U.S. Environmental Protection Agency's (EPA) current evaluation considers **spinosyn**-containing products to be slightly toxic with minimal potential risk to people when used properly as part of a complete mosquito control program.

Natular® contains parts of a naturally occurring soil bacterium. When mosquito larvae eat the spores, toxins are released by the mosquito's stomach fluids, which in turn cause the larvae to die. **Natular®** is part of a mosquito management approach using habitat management and other measures to control immature mosquitoes in order to lessen the need to spray for adult mosquitoes.

How can I avoid exposure to Natular®?

Risk to the general public from the use of **Natular®** is very minimal. The organic compounds that are so lethal to mosquitoes are harmless to mammals. Avoiding exposure is always the safest course of action, particularly for populations that may be at higher risk such as pregnant women, children, the elderly and those with chronic illness. Any possible exposure risk can be reduced by following some common sense actions:

- Plan your activities to limit time spent outside during times of possible pesticide treatments.
- Avoid direct contact with water bodies that have been treated.
- Move children's toys out of application areas.
- Move animals and their food and water dishes out of application areas.
- Stay away from application equipment, whether in use or not.

What are the symptoms of exposure to Natular®?

Direct contact with eyes or skin may cause mild irritation or discomfort. The chance of experiencing these symptoms of exposure with proper use is low. You should contact your physician, other medical providers or the New Jersey Poison Information and Education System (**NJPIES**) at **1-800-222-1222** if you experience these symptoms following a pesticide spraying. Bring this sheet with you if you visit a physician or other medical provider.

How long will Natular® last in the environment?

Because **spynosin A** and **spynosin D** are biological agents, they tends to break down quickly in the environment. Its breakdown in water or soil usually occurs within hours of use.

Where can I get more information on Natular®?

The following are resources for more information regarding **Natular® XRG** and mosquito control in your area (unless otherwise noted, available during normal business hours):

For overall pesticide-specific information – 9:30am to 7:30pm:
National Pesticide Information Center **800-858-7378**
http://npic.orst.edu

For pesticide health informat6ion & possible exposures – 24 hours:
New Jersey Poison Information & Education System **800-222-1222**
http://www.njpies.org

For New Jersey pesticide regulation & misuse complaints:
Bureau of Pesticide Compliance and Enforcement **609-984-6568**
http://www.state.nj.us/dep/enforcement/pcp/

For Federal pesticide regulations:
USEPA Region 2 Office of Pesticide Programs **732-906-6809**
http://www.epa.gov/ebtpages/pesticides.html

For state-wide mosquito control information:
NJDEP Office of Mosquito Control Coordination **609-292-3649**
http://www.state.nj.us/dep/mosquito

For local mosquito control information:
Cumberland County Mosquito Control **856-453-2192**

For local mosquito control information:
Cumberland County Health Department **856-327-7602**

For mosquito control recommendations:
Rutgers University, Department of Entomology **848-932-9774**
http://www-rci.rutgers.edu/~insects

For general information on the pesticide Natular® XRG and Spinosad:
EPA:
http://www.epa.gov/pesticides/health/mosquitoes/larvicides4mosquitoes.htm
Clarke Mosquito Control Products (Distributor):
http://www.clarkemosquito.com

Cumberland County Mosquito Control Division 2/26/19

Municipalities are encouraged to share this information with all residents in their community

Fact Sheet

Vectobac®

This sheet answers some basic questions about mosquito control products in use in your county. Your Cumberland County Mosquito Control Division, along with several other resources (listed at the end of this sheet), can provide more detailed information.

What is Vectobac and how is it used?

Vectobac is an insecticide product recommended for mosquito control in New Jersey by Rutgers, The State University of New Jersey. It contains the pesticide called ***Bacillus thuringiensis israelensis (Bti)***. The U.S. Environmental Protection Agency's (EPA) current evaluation considers ***Bti***-containing products to be slightly toxic with minimal potential risk to people when used properly as part of a complete mosquito control program.

Vectobac is used to prevent mosquitoes from emerging into adults from lakes, ponds, and other bodies of water. They act on the larva, or immature stage of the mosquito, within water, immediately before the flying mosquito emerges. **Vectobac** is part of a mosquito management approach, using habitat management and other measures, to control immature mosquitoes in order to reduce the need to spray for adults.

How can I avoid exposure to Vectobac?

Risk to the general public from the use of **Vectobac** is minimal. Avoiding exposure is always the safest course of action, particularly for populations whose members may be at higher risk, such as pregnant women, children, the elderly, and those with chronic illnesses. Any possible exposure risk can be reduced by following some common sense actions:

- Plan your activities to limit time spent outside during times of possible pesticide treatments.
- Avoid direct contact with treated bodies of water.
- Move children's toys out of application areas.
- Move animals and their food and water dishes out of application areas.
- Stay away from application equipment, whether or not it is in use.\
- Pay attention to notices about spraying found through newspapers, websites, automated telephone messages, or distributed by municipal, county or state agencies.

What are the symptoms of exposure to Vectobac?

Direct contact with eyes or skin may cause mild irritation or discomfort. The chance of experiencing these symptoms of exposure with proper use is low. You should contact your physician, other medical providers, or the New Jersey Poison Information and Education System (**NJPIES**) at **1-800-222-1222** if you experience these symptoms following a pesticide application. Bring this sheet with you if you visit a physician or other medical provider.

How long will Vectobac last in the environment?

Because ***Bti*** is a biological agent, it tends to break down quickly in the environment. Its breakdown in water or soil usually occurs within hours of use.

Where can I get more information on Vectobac?

The following are resources for more information regarding **Vectobac** and mosquito control in your area (unless otherwise noted, available during normal business hours):

For overall pesticide-specific information – 9:30am to 7:30pm:
National Pesticide Information Center **800-858-7378**

For pesticide health information & possible exposures – 24 hours:
NJ Poison Information & Education System **800-222-1222**

For New Jersey pesticide regulation & misuse complaints:
Bureau of Pesticide Compliance and Enforcement **609-984-6568**

For Federal pesticide regulation:
USEPA Region 2 Office of Pesticide Programs **732-906-6809**

For statewide mosquito control information:
NJDEP Office of Mosquito Control Coordination **609-292-3649**

For local mosquito control information:
Cumberland County Mosquito Control Division **856-453-2192**

For mosquito control recommendations:
Rutgers University, Department of Entomology **848-932-9774**

For local health information:
Cumberland County Health Department **856-327-7602**

Municipalities are encouraged to share this information with all residents in their community

Fact Sheet
VectoMax®

This sheet answers some basic questions about a mosquito control product in use in your county. Cumberland County Mosquito Control, along with several other resources (listed at the end of this sheet), can provide more detailed information.

What is VectoMax and how is it used?

VectoMax is an insecticide product with active ingredients that are recommended for mosquito control in New Jersey by Rutgers, The State University of New Jersey. It contains the active ingredients called ***Bacillus sphaericus (Bs)*** and ***Bacillus thuringiensis israelensis (Bti)***. Bti is a biological or a naturally occurring bacterium found in soils. It contains spores that produce toxins that specifically target and affect the larvae of the mosquito. The U.S. Environmental Protection Agency's (EPA) current evaluation considers ***Bs*** and ***Bti*** -containing products known to be moderately toxic when eaten, absorbed through the skin, inhaled or may cause moderate skin or eye irritation.

VectoMax is used to prevent mosquitoes from hatching in lakes, ponds, and other bodies of water. It acts on the larval or immature stage of the mosquito in water before the flying mosquito emerges. **VectoMax** is part of a mosquito management approach using habitat management and other measures to control immature mosquitoes in order to lessen the need to spray for adult mosquitoes.

How can I avoid exposure to VectoMax?

Risk to the general public from the use of **VectoMax** is minimal. Avoiding exposure is always the safest course of action, particularly for populations that may be at higher risk, such as pregnant women, children, the elderly, and those with chronic illnesses. Any possible exposure risk can be reduced by following some common sense actions:

- Plan your activities to limit time spent outside during times of possible pesticide treatments.
- Avoid direct contact with water bodies that have been treated.
- Move children's toys out of application areas.
- Move animals and their food and water dishes out of application areas.
- Stay away from application equipment, whether or not it is in use.

What are the symptoms of exposure to VectoMax?

Direct contact with eyes or skin may cause moderate irritation or discomfort. The chance of experiencing these symptoms of exposure with proper use is low. You should contact your physician, other medical providers, or the New Jersey Poison Information and Education System (**NJPIES**) at **1-800-222-1222** if you experience these symptoms following a pesticide spraying. Bring this sheet with you if you visit a physician or other medical provider.

How long will VectoMax last in the environment?

Because **Bs** and **Bti** are biological agents, it tends to break down quickly in the environment. Its breakdown in water or soil usually occurs within hours of use.

Where can I get more information on VectoMax?

The following are resources for more information regarding **VectoMax** and mosquito control in your area (unless otherwise noted, available during normal business hours):

For overall pesticide-specific information – 9:30am to 7:30pm:
National Pesticide Information Center **800-858-7378**

For pesticide health information & possible exposures – 24 hours:
New Jersey Poison Information & Education System
800-222-1222

For New Jersey pesticide regulation & misuse complaints:
Bureau of Pesticide Compliance and Enforcement **609-984-6568**

For Federal pesticide regulation:
USEPA Region 2 Office of Pesticide Programs **732-906-6809**

For statewide mosquito control information:
NJDEP Office of Mosquito Control Coordination **609-292-3649**

For local mosquito control information:
Cumberland County Mosquito Control **856-453-2192**

For mosquito control recommendations:
Rutgers University, Department of Entomology **848-932-9774**

For local health information:
Cumberland County Health Department **856-327-7602**

Fact Sheet
VectoPrime & Duplex-G

This sheet answers some basic questions about a mosquito control product in use in your county. Municipalities are encouraged to share this information with all residents in their community. Cumberland County Mosquito Control, along with several other resources (listed at the end of this sheet), can provide more detailed information.

What is Duplex-G and VectoPrime and how is it used?

Duplex-G and **VectoPrime** contains two pesticides: **Methoprene** and ***Bacillus thuringiensis israelensis (Bti)***. The U.S. Environmental Protection Agency's (EPA) current evaluation considers **Methoprene**-containing products to be slightly toxic with minimal potential risk to people and **Bti** -containing products to be slightly toxic with minimal potential risk to people when used properly as part of a complete mosquito control program.

Duplex-G and **VectoPrime** are used to prevent mosquitoes from hatching in lakes, ponds, and other bodies of water. It acts on the larval or immature stage of the mosquito in water before the flying mosquito emerges. **Duplex-G** and **VectoPrime** are part of a mosquito management approach using habitat management and other measures to control immature mosquitoes in order to lessen the need to spray for adult mosquitoes.

How can I avoid exposure to Duplex-G and VectoPrime?

Risk to the general public from the use of **Duplex-G** and **VectoPrime** is minimal. Avoiding exposure is always the safest course of action, particularly for populations that may be at higher risk such as pregnant women, children, the elderly and those with chronic illnesses. Any possible exposure risk can be reduced by following some common sense actions:

- Plan your activities to limit time spent outside during times of possible pesticide treatments.
- Avoid direct contact with water bodies that have been treated.
- Move children's toys out of application areas.
- Move animals and their food and water dishes out of application areas.
- Stay away from application equipment, whether or not it is in use.
- Pay attention to notices about spraying found through newspapers, websites, automated telephone messages, or distributed by municipal, county, or state agencies.

What are the symptoms of exposure to Duplex-G and VectoPrime?

Methoprene is not a skin irritant or a sensitizer. The chance of experiencing symptoms of exposure with proper use is very low. **BTi** may cause mild irritation or discomfort if you come into direct contact. The chance of experiencing these symptoms of exposure with proper use is low. You should contact your physician, other medical providers, or the New Jersey Poison Information and Education System (**NJPIES**) at **1-800-222-1222** if you experience any symptoms following a pesticide treatment. Bring this sheet with you if you visit a physician or other medical provider.

How long will Duplex-G and VectoPrime last in the environment?

Methoprene has a low persistence and breaks down in water within a few days. In soil, it breaks down in less than 10 days. Because **Bti** is a biological agent, it tends to break down quickly in the environment. Its breakdown in water or soil usually occurs within hours of use.

Where can I get more information on Duplex-G and VectoPrime?

The following are resources for more information regarding **Duplex-G** and **VectoPrime** and mosquito control in your area (unless otherwise noted, available during normal business hours):

For overall pesticide-specific information – 9:30am to 7:30pm:
National Pesticide Information Center **800-858-7378**

For pesticide health information & possible exposures – 24 hours:
New Jersey Poison Information & Education System **800-222-1222**

For New Jersey pesticide regulation & misuse complaints:
Bureau of Pesticide Compliance and Enforcement **609-984-6568**

For Federal pesticide regulation:
USEPA Region 2 Office of Pesticide Programs **732-906-6809**

For statewide mosquito control information:
NJDEP Office of Mosquito Control Coordination **609-292-3649**

For local mosquito control information:
Cumberland County Mosquito Control **856-453-2192**

For mosquito control recommendations:
Rutgers University, Department of Entomology **848-932-9774**

For local health information:
Cumberland County Health Department **856-327-7602**

Fact Sheet

CocoBear®

This sheet answers some basic questions about a mosquito control product in use in your county. Cumberland County Mosquito Control Division, along with several other resources (listed at the end of this sheet), can provide more detailed information.

What is CocoBear and how is it used?

CocoBear is an insecticide product recommended for mosquito control in New Jersey by Rutgers, The State University of New Jersey. It contains the pesticide called **Mineral Oil**. The U.S. Environmental Protection Agency's (EPA) current evaluation considers **Mineral Oil**-containing products to be slightly toxic with minimal potential risk to people when used properly as part of a complete mosquito control program.

CocoBear is used to prevent mosquitoes from hatching in lakes, ponds, and other bodies of water. It acts on the larva or pupa (immature stages), of the mosquito in water immediately before the flying mosquito emerges. **CocoBear** is part of a mosquito management approach using habitat management and other measures to control immature mosquitoes in order to lessen the need to spray for adult mosquitoes.

How can I avoid exposure to CocoBear?

Risk to the general public from the use of **CocoBear** is minimal. Avoiding exposure is always the safest course of action, particularly for populations that may be at higher risk, such as pregnant women, children, the elderly, and those with chronic illnesses. Any possible exposure risk can be reduced by following some common sense actions:

- Plan your activities to limit time spent outside during times of possible pesticide treatments.
- Move children's toys out of application areas.
- Move animals and their food and water dishes out of application areas.
- Stay away from application equipment, whether or not it is in use.

What are the symptoms of exposure to CocoBear?

Direct contact with eyes or skin may cause mild irritation or discomfort. The chance of experiencing these symptoms of exposure with proper use is low. You should contact your physician, other medical providers, or the New Jersey Poison Information System (**NJPIES**) at **1-800-222-1222** if you experience these symptoms following a pesticide spray. Bring this sheet with you if you visit a physician or other medical provider.

Where can I get more information on CocoBear?

The following are resources for more information regarding **CocoBear** and mosquito control in your area (unless otherwise noted, available during normal business hours):

For overall pesticide-specific information – 9:30am to 7:30pm:
National Pesticide Information Center **800-858-7378**

For pesticide health information & possible exposures – 24 hours:
New Jersey Poison Information & Education System **800-222-1222**

For New Jersey pesticide regulation & misuse complaints:
Bureau of Pesticide Compliance and Enforcement **609-984-6568**

For Federal pesticide regulation:
USEPA Region 2 Office of Pesticide Programs **732-906-6809**

For statewide mosquito control information:
NJDEP Office of Mosquito Control Coordination **609-292-3649**

For local mosquito control information:
Cumberland County Mosquito Control Division **856-453-2192**

For mosquito control recommendations:
Rutgers University, Department of Entomology **848-932-9774**

For local health information:
Cumberland County Health Department **856-327-7602**

Fact Sheet

Aqua-Reslin®

Municipalities are encouraged to share this information with all residents in their community

This sheet answers some basic questions about a mosquito control product in use in your county. Your Cumberland County Mosquito Control Division, along with several other resources (listed at the end of this sheet), can provide more detailed information.

What is *Aqua-Reslin®* and how is it used?

Aqua-Reslin® is a synergized Permethrin/piperonyl butoxide formulation. Permethrin is an insecticide in the pyrethroid family. Pyrethroids are synthetic chemicals that act like natural extracts from the chrysanthemum flower.

Pyrethroid/piperonyl butoxide mixtures have been recommended for Ultra-Low-Volume (ULV) mosquito control in New Jersey by Rutgers, The State University of New Jersey. The U.S. Environmental Protection Agency's (EPA) current evaluation considers pyrethroid-containing products to be slightly toxic with minimal potential risk to people when used properly as part of an integrated mosquito control program.

This pyrethroid-containing product is used for the control of adult mosquitoes. While habitat management and measures to control immature mosquitoes in water are preferred and most used, the spraying of adult mosquitoes is called for when biting populations reach critical levels or when a disease organism is present in adult mosquitoes. A very fine mist is sprayed into the air since flying mosquitoes must directly contact the pesticide in order for it to be effective.

How can I avoid/reduce exposure to *Aqua-Reslin*®?

Risk to the general public from the use of pyrethroid-containing product is minimal because of the small amounts of active ingredients released per acre. Avoiding exposure is always the safest course of action, particularly for populations whose members may be at higher risk such as pregnant women, children, the elderly, and those with chronic illnesses. Any possible exposure risk can be reduced by following some common sense actions:

- Pay attention to notices, about spraying, in newspapers, websites, telephone messages, or through municipal, county, or state agencies.
- Plan your activities to limit time spent outside during times of possible pesticide treatments. If you must remain outdoors, avoid eye and skin contact with the spray. If you get spray in your eyes or on your skin, immediately flush and rinse with water.
- Avoid direct contact with treated bodies of water.
- Move children's toys out of application areas.
- Move animals and their food and water dishes out of application areas.
- Stay away from application equipment, whether or not it is in use.
- Whenever possible, remain indoors with windows closed and with window air conditioners on non-vent (closed to the outside air) and window fans turned off during spraying.
- Avoid direct contact with surfaces that are still wet from pesticide spraying. Do not allow children to play in areas that have been sprayed until they have completely dried (approximately one hour)

What are the symptoms of exposure to *Aqua-Reslin*®?

Symptoms of over-exposure can include irritation to skin and eyes, respiratory and nasal irritation, irritability to sound or touch, abnormal facial sensation, sensation of prickling, tingling or creeping of skin, sore throat, numbness, headache, dizziness, nausea, vomiting, diarrhea, excessive salivation, and fatigue. The chance of experiencing these symptoms of over-exposure with proper use is low. You should contact your physician, other medical providers, or the New Jersey Poison Information and Education System (**NJPIES**) at **1-800-222-1222** if you experience these symptoms following a pesticide spraying.

How long will *Aqua-Reslin*® ® last in the environment?

Pyrethroids have a soil half-life of 12 days. They have an extremely low pesticide movement rating because they bind tightly to the soil. Pyrethroids are unstable in light and air. They rapidly degrade in sunlight at the soil surface and in water. Piperonyl butoxide has a soil half-life of approximately 4 days.

Where can I get more information on adulticide?

The following are resources for more information regarding ***Aqua-Reslin***® and mosquito control in your area (unless otherwise noted, available during normal business hours):

For overall pesticide-specific information – 9:30am to 7:30pm:
National Pesticide Information Center **800-858-7378**
http://npic.orst.edu

For pesticide health information & possible exposures – 24 hours:
NJ Poison Information & Education System **800-222-1222**
http://www.njpies.org

For New Jersey pesticide regulation & misuse complaints:
Bureau of Pesticide Compliance and Enforcement **609-984-6568**
https://www.nj.gov/dep/enforcement/pcp/bpo.htm

For Federal pesticide regulation:
USEPA Region 2 Office of Pesticide Programs **732-906-6809**
http://www.epa.gov/ebtpages/pesticides.html

For statewide mosquito control information:
NJDEP Office of Mosquito Control Coordination **609-292-3649**
http://www.state.nj.us/dep/mosquito

For local mosquito control information:
Cumberland County Mosquito Control Division **856-453-2192**
http://www.co.cumberland.nj.us/pw/mosquito

For mosquito control recommendations:
Rutgers University, Department of Entomology **848-932-7602**
http://vectorbio.rutgers.edu/outreach/bmpmcnj.pdf

For local health information:
Cumberland County Health Department **856-327-7602**
http://www.co.cumberland.nj.us/ccdoh

Fact Sheet

"Duet Dual-Action® Adulticide" ®

Municipalities are encouraged to share this information with all residents in their community

This sheet answers some basic questions about a mosquito control product in use in your county. Your Cumberland County Mosquito Control Division, along with several other resources (listed at the end of this sheet), can provide more detailed information.

What is *Duet Dual-Action®* and how is it used?

Duet Dual-Action® contains two pesticides called ***Prallethrin*** *and* ***Sumithrin***, and a synergistic compound called ***piperonyl butoxide*** which increases the effectiveness of the pesticides. Prallethrin and Sumithrin are members of a category of pesticides called ***pyrethroids***, which in turn are synthetic versions of pesticides produced by plants called *pyrethrins.* Pyrethroid/piperonyl butoxide mixtures have been recommended for Ultra-Low-Volume (ULV) mosquito control in New Jersey by Rutgers, The State University of New Jersey. The U.S. Environmental Protection Agency's (EPA) current evaluation considers pyrethroid-containing products to be slightly toxic with minimal potential risk to people when used properly as part of an integrated mosquito control program.

This pyrethroid-containing product is used for the control of adult mosquitoes. While habitat management and measures to control immature mosquitoes in water are preferred and most used, the spraying of adult mosquitoes is called for when biting populations reach critical levels or when a disease organism is present in adult mosquitoes. A very fine mist is sprayed into the air since flying mosquitoes must directly contact the pesticide in order for it to be effective. The combination of the two pesticides has been shown to produce what the manufacturer calls 'benign agitation'. In other words mosquitoes are agitated from a resting state to a non-biting flying state where they are more vulnerable to pesticide exposure. This makes *Duet Dual-Action®* adulticide more effective against hard-to-control species like *Aedes albopictus* which typically rest during the evening hours when adulticiding usually takes place.

How can I avoid/reduce exposure to *Duet Dual-Action*®?

Risk to the general public from the use of pyrethroid-containing product is minimal because of the small amounts of active ingredients released per acre. Avoiding exposure is always the safest course of action, particularly for populations whose members may be at higher risk such as pregnant women, children, the elderly, and those with chronic illnesses. Any possible exposure risk can be reduced by following some common sense actions:

- Pay attention to notices, about spraying, in newspapers, websites, telephone messages, or through municipal, county, or state agencies.
- Plan your activities to limit time spent outside during times of possible pesticide treatments. If you must remain outdoors, avoid eye and skin contact with the spray. If you get spray in your eyes or on your skin, immediately flush and rinse with water.
- Avoid direct contact with treated bodies of water.
- Move children's toys out of application areas.
- Move animals and their food and water dishes out of application areas.
- Stay away from application equipment, whether or not it is in use.
- Whenever possible, remain indoors with windows closed and with window air conditioners on non-vent (closed to the outside air) and window fans turned off during spraying.
- Avoid direct contact with surfaces that are still wet from pesticide spraying. Do not allow children to play in areas that have been sprayed until they have completely dried (approximately one hour)

What are the symptoms of exposure to *Duet Dual-Action*®?

Symptoms of over-exposure can include irritation to skin and eyes, respiratory and nasal irritation, irritability to sound or touch, abnormal facial sensation, sensation of prickling, tingling or creeping of skin, numbness, headache, dizziness, nausea, vomiting, diarrhea, excessive salivation, and fatigue. The chance of experiencing these symptoms of over-exposure with proper use is low. You should contact your physician, other medical providers, or the New Jersey Poison Information and Education System (**NJPIES**) at **1-800-222-1222** if you experience these symptoms following a pesticide spraying.

How long will *Duet Dual Action*® last in the environment?

Pyrethroids have a soil half-life of 12 days. They have an extremely low pesticide movement rating because they bind tightly to the soil. Pyrethroids are unstable in light and air. They rapidly degrade in sunlight at the soil surface and in water. Piperonyl butoxide has a soil half-life of approximately 4 days.

Where can I get more information on adulticide?

The following are resources for more information regarding ***Duet Duel Action®*** and mosquito control in your area (unless otherwise noted, available during normal business hours):

For overall pesticide-specific information – 9:30am to 7:30pm:
National Pesticide Information Center **800-858-7378**
http://npic.orst.edu

For pesticide health information & possible exposures – 24 hours:
NJ Poison Information & Education System **800-222-1222**
http://www.njpies.org

For New Jersey pesticide regulation & misuse complaints:
Bureau of Pesticide Compliance and Enforcement **609-984-6568**
https://www.nj.gov/dep/enforcement/pcp/bpo.htm

For Federal pesticide regulation:
USEPA Region 2 Office of Pesticide Programs **732-906-6809**
http://www.epa.gov/ebtpages/pesticides.html

For statewide mosquito control information:
NJDEP Office of Mosquito Control Coordination **609-292-3649**
http://www.state.nj.us/dep/mosquito

For local mosquito control information:
Cumberland County Mosquito Control Division **856-453-2192**
http://www.co.cumberland.nj.us/pw/mosquito

For mosquito control recommendations:
Rutgers University, Department of Entomology **848-932-7602**
http://vectorbio.rutgers.edu/outreach/bmpmcnj.pdf

For local health information:
Cumberland County Health Department **856-327-7602**
http://www.co.cumberland.nj.us/ccdoh

Essentria All Purpose Insecticide Concentrate®

Fact Sheet

This sheet answers some basic questions about a mosquito control product in use in your county. Cumberland County Mosquito Control Division, along with several other resources (listed at the end of this sheet), can provide more detailed information.

What is Essentria All Purpose Insecticide Concentrate and how is it used?

Essentria All Purpose Insecticide Concentrate is an insecticide product recommended for mosquito control in New Jersey by Rutgers, The State University of New Jersey. It contains the pesticides called Rosemary Oil and Peppermint Oil. The U.S. Environmental Protection Agency's (EPA) current evaluation considers Rosemary Oil and Peppermint Oil containing products to be very slightly toxic with minimal potential risk to people when used properly as part of a complete mosquito control program.

Essentria All Purpose Insecticide Concentrate is a natural pesticide that provides control to Adult mosquitoes, while being safe for the environment. Using Octopamine BlockerSM Technology, the product confuses the insect's nervous system, offering immediate knockdown with long lasting protection, only affecting the target insects. This makes the product great for sensitive areas, organic landscape programs, even near or over bodies of water. Essentria All Purpose Insecticide Concentrate is also National Organics Program (NOP) complaint and is an EPA FIFRA 25(b) Exempt product, containing plant oils that leave a nice scent behind as they clear the application area of pests, even in the most difficult situations.

How can I avoid exposure to Essentria All Purpose Insecticide Concentrate?

Risk to the general public form the use of Essentria All Purpose Insecticide Concentrate is minimal. Avoiding exposure is always the safest course of action, particulary for populations that may be at higher risk, such as pregnant women, children, the elderly, and those with chronic illnesses. Any possible exposure risk can be reduced by following some common sense actions:

- Pay attention to notices about pesticide applications found through newspapers, websites, automated telephone messages or distributed by municipal, county, or state agencies.
- Plan your activities to limit time spent outside during times of possible pesticide applications.
- Move animals and their food and water dishes inside during applications.
- Move clothing and children's toys inside during applications.
- Stay away from application equipment, whether or not it is in use.
- Whenever possible, remain indoors with windows closed, window air conditioners on non-vent (closed to the outside air), and window fans turned off during application of pesticides.
- Avoid direct contact with surfaces still wet from pesticide applications. Do not allow children to play in treated areas until they have completely dried (approximately one hour).
- If you must remain outdoors, avoid eye and skin contact with the spray. If you get spray in your eyes or on your skin, immediately flush and rinse with water.

What are the symptoms of exposure to Essentria All Purpose Insecticide Concentrate?
Symptoms of exposure can include irritation to skin and eyes. The chance of experiencing these symptoms with proper use is low. You should contact your physician, other medical providers, or the New Jersey Poison Information and Education System (NJPIES) at 1-800-222-1222 if you experience these symptoms following a pesticide application. Bring this sheet with you if you visit a physician or other medical provider.

How long will Essentria All Purpose Insecticide Concentrate last in the environment?

Where can I get more information on Essentria All Purpose Insecticide Concentrate?
The following are resources for more information regarding Essentria All Purpose Insecticide Concentrate and mosquito control in your area (unless otherwise noted, available during normal business hours):

For overall pesticide-specific information – 9:30am to 7:30pm:
National Pesticide Information Center **800-858-7378**

For pesticide health information & possible exposures – 24 hours:
NJ Poison Information & Education System **800-222-1222**

For New Jersey pesticide regulation & misuse complaints:
Bureau of Pesticide Compliance and Enforcement **609-984-6568**

For Federal pesticide regulation:
USEPA Region 2 Office of Pesticide Programs **732-906-6809**

For statewide mosquito control information:
NJDEP Office of Mosquito Control Coordination **609-292-3649**

For local mosquito control information:
Cumberland County Mosquito Control Division **856-453-2192**

For mosquito control recommendations:
Rutgers University, Department of Entomology **848-932-9774**

For local health information:
Cumberland County Health Department **856-327-7602**

Fact Sheet

Zenivex™ E20

This sheet answers some basic questions about a mosquito control product in use in your County. The Cumberland County Mosquito Control Division, along with several other resources (listed at the end of this sheet), can provide more detailed information.

What is Zenivex and how is it used?

Zenivex is an insecticide product recommended for mosquito control in New Jersey by Rutgers, The State University of New Jersey. It contains the pesticide called **Etofenprox**, which is a member of the category of pesticides called non-ester pyrethroids. These are synthetic versions of pesticides called pyrethrins, which are produced by plants. Since **Zenivex** is a non-ester pyrethroid, it does not require a synergist such as piperonyl butoxide, which is found in traditional synthetic pyrethroid-based ULV pesticides. The U.S. Environmental Protection Agency's (EPA) current evaluation considers **Etofenprox**-containing products to be very slightly toxic with minimal potential risk to people when used properly as part of a complete mosquito control program. As formulated in **Zenivex** adulticide, **Etofenprox** is considered a non-carcinogen, non-teratogen and non-mutagen.

Zenivex is used for the control of adult mosquitoes. While habitat management and measures to control immature mosquitoes are the preferred method of control, the application of adulticides is sometimes necessary when biting populations reach critical levels, or when a disease organism is present in adult mosquitoes. A very fine mist is sprayed into the air during peak flight times of the adult mosquitoes since they must directly contact the pesticide in order for it to be effective.

How can I avoid exposure to Zenivex?

Because of very small amounts of active ingredient released per acre, risk to the general public from the use of **Etofenprox**-containing products is minimal.

Avoiding exposure is always the safest course of action, particularly for populations that may be at higher risk, such as pregnant women, children, the elderly, and those with chronic illnesses. Any possible exposure risk can be reduced by following some common sense actions:

- Pay attention to notices about pesticide applications found through newspapers, websites, automated telephone messages or distributed by municipal, county, or state agencies.
- Plan your activities to limit time spent outside during times of possible pesticide applications.
- Move animals and their food and water dishes inside during applications.
- Move clothing and children's toys inside during applications.
- Stay away from application equipment, whether or not it is in use.
- Whenever possible, remain indoors with windows closed, window air conditioners on non-vent (closed to the outside air), and window fans turned off during application of pesticides.
- Avoid direct contact with surfaces still wet from pesticide applications. Do not allow children to play in treated areas until they have completely dried (approximately one hour).
- If you must remain outdoors, avoid eye and skin contact with the spray. If you get spray in your eyes or on your skin, immediately flush and rinse with water.

What are the symptoms of exposure to Zenivex?

Symptoms of exposure can include irritation to skin and eyes. The chance of experiencing these symptoms with proper use is low. You should contact your physician, other medical providers, or the New Jersey Poison Information and Education System (**NJPIES**) at **1-800-222-1222** if you experience these symptoms following a pesticide application. Bring this sheet with you if you visit a physician or other medical provider.

How long will Zenivex last in the environment?

Etofenprox has a half-life of 1.7 days in water and 4.4 days in soil. It rapidly degrades in sunlight at the soil and water surface into its constituent elements: Carbon, Hydrogen, and Oxygen.

Where can I get more information on Zenivex?

The following are resources for more information regarding **Zenivex** and mosquito control in your area (unless otherwise noted, available during normal business hours):

For overall pesticide-specific information – 9:30am to 7:30pm:
National Pesticide Information Center **800-858-7378**

For pesticide health information & possible exposures – 24 hours:
NJ Poison Information & Education System **800-222-1222**

For New Jersey pesticide regulation & misuse complaints:
Bureau of Pesticide Compliance and Enforcement **609-984-6568**

For Federal pesticide regulation:
USEPA Region 2 Office of Pesticide Programs **732-906-6809**

For statewide mosquito control information:
NJDEP Office of Mosquito Control Coordination **609-292-3649**

For local mosquito control information:
Cumberland County Mosquito Control Division **856-453-2192**

For mosquito control recommendations:
Rutgers University, Department of Entomology **848-932-9774**

For local health information:
Cumberland County Health Department **856-327-7602**

CITY OF MILLVILLE

COMMISSIONERS

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Director of Public Works
W. JAMES PARENT, VICE MAYOR
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THE HOLLY CITY OF AMERICA

"A MAIN STREET NEW JERSEY COMMUNITY"
12 SOUTH HIGH STREET
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OFFICERS

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Chief Financial Officer
TRACEY GREGOIRE
Tax Collector
BRIAN P. ROSENBERGER
Tax Assessor
JAMES E. SCHROEDER
City Solicitor

April 27, 2020

MEMO TO: Board of Commissioners

FROM: Tracey L Gregoire, CTC
Tax Collector

RE: Annual Report of Taxes Not Collectible

In accordance with N.J.S.A. 54:4-91.1, I herewith submit the following lists of property taxes which were billed for the 2020-1st half, and have been foreclosed on, or issued an exemption since the billing was completed in July of 2019. These charges have been cancelled by resolutions, and are uncollectible for the year 2020.

BLOCK	LOT	QAUL	ADDRESS	DESCRIPTION	AMOUNT
99	6		328 MAIN ST W	Foreclosed 12-24-2019	$ (1,541.12)
285	5		125 FOUNDRY ST W	Foreclosed 12-24-2019	$ (1,572.08)
291	16		801 2ND ST N	Foreclosed 12-24-2019	$ (1,152.40)
298	25		101 MCNEAL ST W	Foreclosed 12-24-2019	$ (1,307.20)
302	16		409 GREEN ST W	Foreclosed 12-24-2019	$ (1,011.36)
311	26		129 DEPOT ST W	Foreclosed 12-24-2019	$ (460.96)
330	6		713 3RD ST N	Foreclosed 12-24-2019	$ (1,384.60)
330	7		711 3RD ST N	Foreclosed 12-24-2019	$ (1,436.20)
331	17		312 D ST	Foreclosed 12-24-2019	$ (1,544.56)
358	5		542 2ND ST N	Foreclosed 12-24-2019	$ (268.32)
358	11		520-522 2ND ST N	Foreclosed 12-24-2019	$ (1,076.72)
359	16		516 3RD ST N	Foreclosed 12-24-2019	$ (1,076.72)
360	6		420 3RD ST N	Foreclosed 12-24-2019	$ (1,363.96)
371	26		511 4TH ST N	Foreclosed 12-24-2019	$ (1,334.72)
431	20		406 MAIN ST E	Foreclosed 12-24-2019	$ (288.96)
431	21		404 MAIN ST E	Foreclosed 12-24-2019	$ (287.24)
460	11		204 9TH ST S	Foreclosed 12-24-2019	$ (2,076.04)
474	16		206 4TH ST S	Foreclosed 12-24-2019	$ (1,250.44)
476	14		320 SMITH ST	Foreclosed 12-24-2019	$ (933.96)
479	2		**306 3RD ST S**	Foreclosed 12-24-2019	$ (927.08)
500	8		1729 MAIN ST E	Foreclosed 12-24-2019	$ (1,412.12)
50	6		10525 BUCKSHUTEM RD W	Subdivided Part/Exmpt	$ (695.44)

72	5		905 MAIN ST W	EXEMPT FOR 2020	$ (3,823.56)
94	9		16 LAUREL ST N	ASSESSMENT REDUCED (DEMO)	$ (1,011.36)
298	7		813-815 ARCHER ST	ASSESSMENT REDUCED (FIRE)	$ (872.04)
429	19		329 PINE STREET	EXEMPT FOR 2020	$ (1,685.60)
582	1		3001 E MAIN ST	EXEMPT ST OF NJ GREEN ACRES	$ (32,576.80)
582	1	QFARM	3001 E MAIN ST	EXEMPT ST OF NJ GREEN ACRES	$ (3,246.44)
355	7		511 BUCK STREET	FORECLOSED 7/2/2019	$ (3,575.88)
450	1		611 E MAIN ST	FORECLOSED 7/2/2019	$ (3,102.88)
					$ (74,296.76)

Should you have any questions please do not hesitate to contact me.

C: Brian Rosenberg – Tax Assessor
Jeanne Hitchner –Municipal Clerk
Regina Burke-Administrator
Marcella Shepard - CFO

Gressman, Wayne
Fri 5/1/2020 6:59 AM

Good morning mayor,
Here is a report from Streets and Roads for the month of April 2020:

118 Tires collected.
7,980 Bags of loose leaves and grass clippings collected.
300 Ton of loose leaves collected.
3 Appliances collected.
Our new Trash/Recycle program started on April 1st and the new company(ACUA) is doing a fine job.
We have been on a staff reduction work schedule since March 25th and currently still are.
Due to the Corona Virus and stay at home orders have put in place. We are currently NOT writing street sweeping parking violations.
Our compost facility is currently closed to the public until further notice.
On April 13th we had 60MPH winds that brought down a lot of trees and debris. Streets and Roads cut and removed 8 trees ourselves. As a result of that storm causing so much damage we are going to do a round of brush collection starting between May 4th and 8th and make a pass thru the entire city.
If you have any questions or concerns please contact me. Thank you.
Respectfully,

Wayne Gressman
Supervisor
Streets & Roads
City Of Millville
(856)825-7000 Ext.7390
Cell#(856)498-1404

Daily Journal, Vineland

Publication Logo Unavailable

Publication Name:
Daily Journal, Vineland

Publication URL:

Publication City and State:
Vineland , NJ

Publication County:
Cumberland

Notice Popular Keyword Category:

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Notice URL:

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Notice Publish Date:
Saturday, April 25, 2020

Notice Content

CITY OF MILLVILLE NOTICE OF INTENTION Notice is hereby given that an Ordinance, a summary of which, is hereinafter set out, was introduced before the Board of Commissioners of the City of Millville and passed its first reading on April 21, 2020 and that said Ordinance will be considered by said Board on final passage May 5, 2020 at 5:30 P.M. in the Richard C. McCarthy Commission Chamber, City Hall, 12 S. High Street, Millville, New Jersey, when and where all persons interested therein will be given ample opportunity to be heard for or against the adoption of said Ordinance. An Ordinance amending the City of Millville Municipal Code Chapter 11 Bureau of Permits and Inspections repealing Article II, Article IV, and Article V in their entirety and replace and supersede them with Article II- Property Maintenance Code; Article IV- Abandoned Property and Buildings Unfit for Habitation, Occupancy or Use; Article V- Vacant Property Registration and Maintenance Requirements. Passed First Reading April 21, 2020 Michael Santiago W. James Parent Ashleigh Udalovas Joseph Pepitone Bruce Cooper Commissioners Attest: Jeanne M. Hitchner, City Clerk Due to the COVID-19 Pandemic the City of Millville Municipal Building is closed to the public until further notice. If any member of the general public would like to obtain a copy of this Ordinance, please contact the City Clerk's Office at (856) 825-7000 Ext. 7603 during the hours Monday through Friday 8:30 am to 4:30 pm. Publication Date: April 25, 2020 Ptr Fee: $6.09

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CITY OF MILLVILLE
COUNTY OF CUMBERLAND
STATE OF NEW JERSEY

ORDINANCE NO._____

AN ORDINANCE AMENDING THE CITY OF MILLVILLE CODE, CHAPTER 11 ("BUREAU OF PERMITS AND INSPECTIONS") SO AS TO REPEAL ARTICLES II, IV AND V IN THEIR ENTIRETY AND TO REPLACE AND SUPERCEDE THEM WITH NEW ARTICLE II ("PROPERTY MAINTENANCE CODE"), NEW ARTICLE IV ("ABANDONED PROPERTY AND BUILDINGS UNFIT FOR HABITATION, OCCUPANCY OR USE" AND NEW ARTICLE V ("VACANT PROPERTY REGISTRATION AND MAINTENANCE REQUIREMENTS")

WHEREAS, two separate tax foreclosure entitles are challenging the legal validity of certain City Code provisions which require the registration of vacant properties and which establish a schedule of registration fees;

WHEREAS, a group fo tax foreclosure entities recently successfully challenged similar vacant property registration ordinances of the Borough of Glassboro, the Borough of Paulsboro, the Township of Monroe and the Township of Deptford in the matter of *Empire TF4 Jersey Holdings, LLC et al. v. Community Champions et al.,* Superior Court of New Jersey, Law Division, Gloucester County, Docket No. L-597-17;

WHEREAS, the Board of Commissioners of the City of Millville finds it to be in the best interests of City residents to so amend its vacant property ordinance in order to avoid litigation expenses with little doubt as to the outcome of the litigation;

NOW THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Millville that Millville City Code, Chapter 11 ("BUREAU OF PERMITS AND INSPECTIONS"), is hereby amended to repeal ARTICLE II ("Vacant and Abandoned Properties"), ARTICLE IV ("Properties in Foreclosure") and ARTICLE V ("Property Maintenance Code") in their entirety and to replace and supercede them as follows:

SECTION 1
ARTICLE II
PROPERTY MAINTENANCE CODE

§ 11-8. Statutory authority.

N.J.S.A. 40:48-2 provides in relevant part that a municipality may make and enforce such ordinances, rules and regulations not contrary to the laws of this state or of the United States as it may deem necessary and proper for the good government, order and protection of persons and property, and for the preservation of the public health, safety and welfare of the municipality and its inhabitants.

§ 11-9. Purpose and scope.

The purpose of this article is to establish the standards and to regulate the manner by which existing structures and premises within the City shall be maintained to preserve the environmental quality of the City and to protect the health, safety, and welfare of the public.

§ 11-10. Adoption of standards by reference.

Chapters 2 through 8, inclusive, of the International Property Maintenance Code of 2012 as it may be updated, amended or revised from time to time, are hereby adopted and incorporated herein as if the same were set forth with particularity. These regulations shall be known as the "Property Maintenance Code of the City of Millville."

§ 11-11. Amendments and additions.

A. (Subsection 201.3). Terms defined in other codes. Where terms are not defined in this code or an applicable state code but are defined in the International Building Code, New Jersey edition; the International Fire Code; state and local zoning codes; the National Standard Plumbing

Code; the International Mechanical Code; the International Residential Code, New Jersey edition; and the National Electrical Code, such terms shall have the meanings ascribed to them as in those codes.

B. (Subsection 302.4). Weeds. All premises and exterior property shall be maintained free from weeds or plant growth in excess of eight inches. All noxious weeds shall be prohibited. "Weeds" shall be defined as all grasses, annual plants and vegetation, other than trees, shrubs, cultivated flowers and gardens.

C. (Subsection 302.10). Laundry: At no time shall laundry be located on front porches, deck railings or any other appurtenances that can be viewed from the roadway.

D. (Subsection 304.14). Insect screens. During the period from May 1 to October 1, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm), and every swinging door shall have a self-closing device in good working condition.

E. Carbon monoxide alarms and smoke detectors shall be installed within all residential homes located within the City of Millville in accordance with the requirements imposed by the New Jersey Uniform Fire Code.

F. Chapter 8 referenced standards. Where there is an applicable state code and the standards in the applicable state code are in conflict with the referenced standards in this chapter, the standards contained in the state code shall apply.

G. Maintenance of signs. All signs authorized or permitted by Chapter 30 of the Municipal Code (Land Use and Development Regulations) or by Chapter 33 of the Municipal Code (Licensing and Permits) or by § 11-22B of this chapter shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials such as paint or similar surface treatment.

§ 11-12. Liberal construction of article.

This article shall be construed liberally and justly to ensure public health, safety and welfare insofar as they are affected by the continued use and maintenance of structures and premises.

§ 11-13. Applicability of uniform construction codes.

Any repairs, or alterations to a structure, or changes of use therein, which may result directly or indirectly from the enforcement of this article shall be done in accordance with the procedures and provisions of the State Uniform Construction Code.

§ 11-14. Workmanship.

All repairs, maintenance work, alterations or installations which are required for compliance with this article shall be executed and installed in a workmanlike manner so as to secure the results intended by this article.

§ 11-15. Modification of provisions.

When there are practical difficulties involved in carrying out structural or mechanical provisions of this article, the public officer and the construction official shall be permitted jointly to vary or modify such provision upon application of the owner or the owner's representative, provided that the spirit and intent of this article is observed and public health, welfare and safety protected.

§ 11-16. Grant of access to owner or operator.

Every occupant of a structure or premises shall give the owner or operator thereof, or the owner's agent or employee, access to any part of such structure or its premises at reasonable times for the purpose of making such inspection, maintenance, repairs, or alterations as are necessary for the owner to comply with the provisions of this article.

§ 11-17. Emergency orders.

Whenever the public officer finds that an emergency exists in any structure or part thereof which requires immediate action to protect the public health and safety, or that of the occupants of said structure or part thereof, the public officer shall, with proper notice, issue an order reciting the existence of such an emergency and requiring that repairs be made to the structure or premises forthwith.

SECTION 2
ARTICLE IV
Abandoned Property and Building Unfit for Habitation, Occupancy or Use

§ 11-34. Definitions.

As used in this article, the following terms shall have the meanings indicated:

ABANDONED PROPERTY

Any property that is determined to be abandoned pursuant to P.L. 2003, N.J.S.A. 55:19-81;

CITY

The City of Millville, Cumberland County, State of New Jersey;

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Millville;

BUILDING

Any building, or structure, or part thereof, whether used for human habitation or otherwise, and includes any outbuildings, and appurtenances belonging thereto;

CODE OFFICIAL

Any City official or employee authorized to issue and enforce orders pursuant to any statute, code, ordinance or regulation.

INTERESTED PARTIES

Includes any resident of the City of Millville, any owner or operator of a business within the City of Millville, or any organization representing the interests of residents, business owners or otherwise engaged in furthering the revitalization and improvement of the neighborhood in which the property is located;

LIENHOLDER or MORTGAGE HOLDER

Any person or entity holding a note, mortgage, or other interest secured by a building or any part thereof;

OPENING

Any window, door or other point or means of access to the interior of a structure.

OPEN VACANT STRUCTURE

Any building or other enclosure, which has remained unoccupied for a period of six months or more and which, in the official opinion of the applicable code official, is inadequately secured to prevent entry and/or intrusion of the elements into any portion thereof.

OWNER

The holder or holders of title in fee simple;

PARTIALLY BOARDED BUILDING

Any building or other enclosure where the boards are uncut to fit the openings, unpainted (or covered with exterior weathertight material) and do not comply with established and industry-approved design standards, which has remained unoccupied for a period of six months or more and which is, in whole or in part, boarded up for a period of six months or more and which, in the official opinion of the applicable code official, is a public nuisance and an unfit building

inimical to the welfare of the citizens of the City of Millville as it diminishes neighboring property values, constitutes an attractive nuisance, is a forum for crime, a breeding ground for vermin, or is in any other respect dangerous or injurious to the health and safety of the people of the City of Millville. Such a building shall be deemed, for all purposes of the Code of the City of Millville, a vacant building subject to abatement or demolition.

PROPERTY

Any building or structure and the land appurtenant thereto;

PUBLIC OFFICER

A person designated or appointed by the Board of Commissioners pursuant to P.L. 1942, N.J.S.A. 40:48-2.5 or any officer of the municipality qualified to carry out the responsibilities set forth in N.J.S.A. 55:19-78 et seq. as designated by resolution of the Board of Commissioners;

QUALIFIED REHABILITATION ENTITY

An entity organized or authorized to do business under the New Jersey statues which shall have as one of its purposes the construction or rehabilitation of residential or nonresidential buildings, the provision of affordable housing, the restoration of abandoned property, the revitalization and improvement of urban neighborhoods, or similar purpose, and which shall be well qualified by virtue of its staff, professional consultants, financial resources, and prior activities to carry out the rehabilitation of vacant buildings, as set forth under N.J.S.A. 55:19-80.

SECURED

Any structure in which all openings have been boarded and locked in accordance with the terms of this chapter so as to prevent unauthorized access by persons or intrusion by the elements.

VACANT BUILDING

Any building or other enclosure which has remained unoccupied for a period of six months or more and which lacks the habitual presence of human beings who have a legal right to be on the premises, whether or not boarded up, and which, in the official opinion of the applicable code official, is a public nuisance and an unfit building inimical to the welfare of the citizens of Millville as it diminishes neighboring property values, constitutes an attractive nuisance, is a forum for crime, a breeding ground for vermin or is in any other respect dangerous or injurious to the health and safety of the people of the City of Millville.

§ 11-35. Enforcement.

A. A code official shall have the authority to direct that an owner of any open vacant structure secure all openings in such structure in the manner and according to the standards set forth in this chapter.

B. Nothing in this chapter shall be construed to limit or infringe upon the exercise by a code official of any other lawful power or authority of such official.

§ 11-36. Procedure to secure structure.

A. Notice to secure. Upon a determination by a code official that a structure is an open vacant structure, that official shall serve notice upon the owner of such structure ordering said owner to secure the structure. The form of notice, manner of service and right to appeal shall be as set forth in the particular code under which such code official is authorized to proceed.

B. Completion of work. In the event that an owner fails to complete all work required to secure a structure within 30 days after the end of the applicable period for the owner to appeal the code official's determination, then the City shall have the authority to secure the subject structure itself or by agreement with a third party. The costs incurred by the City in so proceeding, including reasonable administrative charges, shall be assessed against and be a lien upon the subject property.

C. Permits and inspections. No work shall be undertaken pursuant to this

article unless the proper construction permits shall first have been obtained from the Bureau of Permits and Inspections. Such work shall be subject to all inspections and other requirements as set forth in the Uniform Construction Code or any other relevant law, ordinance or regulation.

§ 11-37. Standards.

A. Standards applicable to all structures. All openings shall be secured utilizing one of the following methods:

(1) Seal all openings with brick or block and mortar.

(2) Cover all openings with five-eighths-inch exterior grade sheathing plywood. Such plywood shall either be cut to fit the exact size of the opening or shall rest on window or door ledge and shall overlap the window frame for at least two inches on each side and the top. When no ledge exists, the plywood shall overlap on the bottom for at least two inches. One two-by-four shall be placed on the exterior cut to the width of the plywood, and one two-by-four shall be placed on the interior cut to a length that shall cause it to overlap for a length of eight inches beyond the window frame on either side. The two-by-fours shall be held in place by inserting at least one five-eighths-inch steel carriage bolt or two three-eighths-inch carriage bolts through the two-by-fours and the plywood. The bolt(s) shall be inserted from the exterior, and the securing nut shall be located on the interior. When the height of the plywood covering the opening exceeds 20 inches, at least two two-by-fours shall be located on both the exterior and the interior. All lumber used to secure structures shall be painted at the exterior with exterior paint or stain which, as closely as practicable, matches the predominant characteristics of the structure, as approved by the Construction Official pursuant to an application for construction permit submitted by or on behalf of the owner of a subject structure.

B. Access openings. One opening in any structure may be utilized to access the structure for repairs, inspection or other necessary purposes. Such opening shall be secured in the same fashion as other openings, as set forth herein, except that an access opening may be constructed with hinge-operated hardware or an acceptable substitute as determined by the Construction Official. All such operable openings shall be equipped with an approved locking device and shall face and be readily visible from the adjoining street or roadway.

§ 11-38. Noncompliance; administrative fee; lien.

An owner is required to complete all work pursuant to this article. Where the owner fails to comply with the requirements of this chapter, the Public Officer or his designee shall certify the cost thereof to the Board of Commissioners, which shall examine the certificate, and if it shall be found correct, the Board of Commissioners shall cause the cost as shown thereon, with an additional administrative fee of $100, to be charged against the lands from which the work required to the abandoned building shall have been completed; and the amount so charged shall forthwith become a lien upon the lands and shall be added to and become and form part of the taxes next to be assessed and levied upon such lands, the same to bear interest at the same rate as taxes, and shall be collected and enforced by the same officers and in the same manner as taxes.

§ 11-39. Determination that property is abandoned; nuisance.

A. Except as provided under N.J.S.A. 55:19-83, any property that has not been legally occupied for a period of six months and which meets any one of the following additional criteria may be deemed to be abandoned property upon a determination by the Public Officer, that:

(1) The property is in need of rehabilitation in the reasonable judgment of the Public Officer, and no rehabilitation has taken place during that same six-month period; or

(2) Construction was initiated on the property and was discontinued prior to completion, leaving the building

unsuitable for occupancy, and no construction has taken place for at least six months as of the date of a determination by the Public Officer;

(3) At least one installment of property tax remains unpaid and delinquent on that property as of the date of a determination by the Public Officer; or

(4) The property has been determined to be a nuisance by the Public Officer, in accordance with N.J.S.A. 55:19-82 for one or more of the following reasons:

(a) The property has been found to be unfit for human habitation, occupancy or use pursuant to N.J.S.A. 40:48-2.3;

(b) The condition and vacancy of the property materially increases the risk of fire to the property and adjacent properties;

(c) The property is subject to unauthorized entry leading to potential health and safety hazards; the owner has failed to take reasonable and necessary measures to secure the property; or the municipality has secured the property in order to prevent such hazards after the owner has failed to do so;

(d) The presence of vermin or the accumulation of debris, uncut vegetation or physical deterioration of the structure or grounds have created potential health and safety hazards, and the owner has failed to take reasonable and necessary measures to remove the hazards; or

(e) The dilapidated appearance or other condition of the property materially affects the welfare, including the economic welfare, of the residents of the area in close proximity to the property, and the owner has failed to take reasonable and necessary measures to remedy the conditions.

B. A property which contains both residential and nonresidential space may be considered abandoned pursuant to N.J.S.A. 55:19-78 et seq., so long as 2/3 or more of the total net square footage of the building was previously legally occupied as residential space and none of the residential space has been legally occupied for at least six months at the time of the determination of abandonment by the Public Officer.

§ 11-40. Abandoned property list; notice to owner of record; challenge by owner.

A. The Board of Commissioners may direct the Public Officer to identify abandoned property for the purpose of establishing an abandoned property list throughout the City, or within those parts of the City as the Board of Commissioners may designate. Each item of identified abandoned property shall include the tax block and lot number, the name of the owner of record, if known, and the street address of the property lot.

B. The Public Officer shall establish and maintain a list of abandoned property, known as the "abandoned property list." The Board of Commissioners may add properties to the abandoned property list at any time, and may delete properties at any time when the Public Officer finds that the property no longer meets the definition of an abandoned property.

C. Notice.

(1) The Public Officer shall establish the abandoned property list or any additions/deletion thereto in the official newspaper designated by the City of Millville. Within 10 days after publication in said newspaper, the Public Officer shall send a notice by certified mail, return receipt requested, and by regular mail, to the owner of record of every property included on the abandoned property list. The published and mailed notices shall identify property determined to be abandoned setting forth the owner of record and, if known, the tax lot and block number and street address. The Public Officer, in

consultation with the Tax Collector, shall also send out a notice by regular mail to any mortgagee, servicing organization, or property tax processing organization that receives a duplicate copy of the tax bill pursuant to N.J.S.A. 54:4-64(d).

(2) When the owner of record is not known for a particular property and cannot be ascertained by the exercise of reasonable diligence by the Tax Collector, notice shall not be mailed but instead shall be posted on the property in the manner as provided in N.J.S.A. 40:48-2.7. The mailed notice shall indicate the factual basis for the finding of the Public Officer, that the property is abandoned property as that term is defined herein and in N.J.S.A. 55:19-54, and shall specify the information relied upon in making such finding. In all cases, a copy of the mailed or posted notice shall also be filed by the Public Officer, in the Office of the Clerk, County of Cumberland. This filing shall have the same force and effect as a formal notice under N.J.S.A. 2A:15-6. The notice shall be captioned with the name of the City of Millville as "Plaintiff" and the name of the property owner as "Defendant," as though an action had been commenced by the City against the owner.

D. An owner or lienholder may challenge the inclusion of his property on the abandoned property list by appealing that determination to the Board of Commissioners within 30 days of the owner's receipt of the certified notice or 40 days from the date upon which the notice was sent. An owner whose identity was not known to the Public Officer shall have 40 days from the date upon which notice was published or posted, whichever is later, to challenge the inclusion of a property on the abandoned property list. For good cause shown, the Board of Commissioners shall accept a late filing of an appeal. Within 30 days of receipt of a request for an appeal of the findings contained in the notice, the Board of Commissioners shall schedule a hearing for redetermination of the matter. Any property included on the list shall be presumed to be abandoned property unless the owner, through the submission of an affidavit or certification asserting that the property is not an abandoned property, can demonstrate that the property was erroneously included on the list. The affidavit or certification shall be accompanied by supporting documentation, such as, but not limited to, photographs, repair invoices, bills and construction contracts. The sole ground for appeal shall be that the property in question is not abandoned property as that term is defined herein and in N.J.S.A. 55:19-54. The Board of Commissioners shall decide any timely filed appeal within 10 days of the hearing on the appeal and shall promptly, by certified mail, return receipt requested, and by regular mail, notify the property owner of the decision and the reasons therefor.

E. The property owner may challenge an adverse determination of an appeal with the Board of Commissioners, by instituting, in accordance with the New Jersey Court Rules, a summary trial proceeding in the Superior Court, County of Cumberland. Such action shall be instituted within 20 days of the date of the notice of decision mailed by the Board of Commissioners. The sole ground for appeal and new hearing before the Superior Court shall be that the property in question is not an abandoned property as that term is defined in N.J.S.A. 55:19-54. The failure to institute an action of appeal on a timely basis shall constitute a jurisdictional bar to challenging the adverse determination, except that, for good cause shown, the court may extend the deadline for instituting the action.

F. The City shall promptly remove any property from the abandoned property list that has been determined by the Board of Commissioners or on appeal not to be abandoned and may, in its discretion, remove properties from said list whenever the Board of Commissioners deem such removal appropriate under the circumstances.

G. The abandoned property list shall become effective, and the City shall have the right to pursue any legal remedy with respect to properties on the list, at any time after at least one property has been placed on the

list and following the expiration of the period for appeal with respect to that first property or upon the denial of an appeal brought by the property owner of that first property.

§ 11-41. Request for additions to abandoned property list.

A. Any interested party may submit a written request to the Board of Commissioners asserting that any property within the City of Millville should be included on the abandoned property list. The written request must specify the street address and block and lot number of the property to be included and the grounds for its inclusion. Within 30 days of receipt of any such request, the Board of Commissioners shall provide a written response to the party, either indicating that the property will be added to the abandoned property list or otherwise stating the Board of Commissioners reasons for not adding the property. For the purposes of this section, the term "interested parties" shall include any resident of the City of Millville, any owner or operator of a business within the City of Millville, or any organization representing the interests of residents, business owners or otherwise engaged in furthering the revitalization and improvement of the neighborhood in which the property is located.

B. Any interested party may participate in a redetermination hearing regarding the inclusion of a property on the abandoned property list. Upon written request by any interested party, the Board of Commissioners shall provide that party with at least 20 days' notice of any such hearing. The party shall provide the Board of Commissioners with notice at least 10 days before the hearing of its intention to participate and the nature of the testimony or other information that it proposes to submit at the hearing.

§ 11-42. Sale of tax lien on abandoned property; remediation costs.

A. Notwithstanding N.J.S.A. 54:5-19 or the provisions of any other law to the contrary, if a property is included on the abandoned property list and the property taxes or other City liens due on the property are delinquent six or more quarters as of the date of expiration of the right to appeal inclusion on the list, or, if an appeal has been filed, as of the date that all opportunities for appeal of inclusion on the list have been exhausted, then the tax lien on the property may be sold in accordance with the procedures in the Tax Sale Law, N.J.S.A. 54:5-1 et seq., on or after the 90th day following the expiration of that time of appeal or final determination on an appeal, as appropriate.

(1) The City may, at its option, require that the sale of the tax sale certificate or any subsequent assignment or transfer of a tax sale certificate held by the City be subject to the express condition that the purchaser or assignee shall be obliged to perform and conclude any rehabilitation or repairs necessary to remove the property from the abandoned property list pursuant to N.J.S.A. 55:19-55. The City may further require that the purchaser or assignee post a bond in favor of the City to guarantee the rehabilitation or repair of the property. The cost of rehabilitation and repairs and the cost of the bond shall be added to the amount required to be paid by the owner for redemption of the property.

(2) The Public Officer may waive a requirement to post a bond imposed by the City for any purchaser, assignee or transferee of a tax sale certificate that provides documentation acceptable to the Public Officer that the purchaser, assignee or transferee is a qualified rehabilitation entity as defined herein.

(3) The purchaser, assignee or transferee of the tax sale certificate who is required to rehabilitate and repair the property shall be required to file the appropriate affidavits with the Tax Collector, pursuant to N.J.S.A. 54:5-62, representing the amounts of monies expended periodically toward the rehabilitation or repair of the property. A purchaser, assignee or transferee shall be entitled to interest on the amounts expended, as set forth in the affidavits, at the delinquent rate

of interest for delinquencies in excess of $1,500 pursuant to N.J.S.A. 54:4-67, in effect for the time period when the amounts were expended.

(4) The tax sale certificate purchaser, assignee or transferee, under the auspices and with the authority of the City, shall be permitted to enter in and upon the property for the purposes of appraising the costs of rehabilitation and repair and to perform all other acts required to guarantee the completion of the rehabilitation or repair of the property. No rehabilitation or repair work shall be commenced, however, until proof of adequate liability insurance and an indemnification agreement holding the City harmless is filed with the Public Officer. If the tax sale certificate is not purchased at the initial auction of the tax sale certificate and the City purchases the certificate pursuant to N.J.S.A. 54:5-34, then the City is authorized and empowered to convey and transfer to the authority or any of its subsidiaries, without receiving compensation therefor, all of its right, title and interest in that certificate; however, any portion of the amount paid to the Tax Collector to redeem the tax sale certificate that represents tax or other City lien delinquencies and subsequent City liens, including interest, shall be returned by the Tax Collector of the City.

B. If the City acquires the tax sale certificate for a property on the abandoned property list then, upon 10 days' written notice to the property owner and any mortgagee as of the date of the filing of the lis pendens notice under Subsection d. of N.J.S.A. 55:19-55, that entity shall be permitted to enter upon the property and remediate any conditions that caused the property to be included on the abandoned property list. No remediation shall be commenced, however, if within that ten-day period the owner or mortgagee shall have notified the City or authority or its subsidiary, as appropriate, in writing that the owner or mortgagee has elected to perform the remediation itself. When the owner or mortgagee elects to perform the remediation itself, it shall be required to post bond in favor of the City in order to ensure performance. The amount and conditions of the bond shall be determined by the Public Officer.

(1) The cost of remediation incurred by the City pursuant to this section, as so certified by the entity incurring the cost upon completion of the remediation, shall constitute a lien upon the property first in time and right to any other lien, whether the other lien was filed prior to, or after the filing of any lien by the City, except for City taxes, liens and assessments and any lien imposed pursuant to the "Spill Compensation and Control Act," N.J.S.A. 58:10-23.11 et seq., together with any interest thereon. The certification of cost shall be filed and recorded as a lien by the entity incurring the cost with the county clerk or register of deeds and mortgages, as appropriate, in the county in which the property is located.

(2) Failure of an owner or lienholder to remove a property from the abandoned property list within the period of time for appeal of inclusion of the property on the abandoned property list pursuant to subsection shall be prima facie evidence of the intent of the owner to continue to maintain the property as abandoned property.

(3) The clearance, development, redevelopment, or repair of property being maintained as an abandoned property pursuant to this article shall be a public purpose and public use, for which the power of eminent domain may be exercised.

§ 11-43. Removal of property from list of abandoned properties; remediation.

A. An owner may remove a property from the abandoned property list prior to sale of the tax sale certificate by paying all taxes and City liens due, including interest and penalties, and:

(1) By posting cash or a bond equal to the cost of remediating all conditions because of which the property has been determined

to be abandoned pursuant to Section 36 of P.L. 1996, N.J.S.A. 55:19-55, and posting cash or a bond to cover the cost of any environmental cleanup required on the property, evidenced by a certification by a licensed engineer retained by the owner and reviewed and approved by the Public Officer stating that the cash or bond adequately covers the cost of the cleanup; or

(2) By demonstrating to the satisfaction of the Public Officer that the conditions rendering the property abandoned have been remediated in full; provided, however, that where the Public Officer finds that the owner is actively engaged in remediating the conditions because of which the property was determined to be abandoned pursuant to Section 36 of P.L. 1996, N.J.S.A. 55:19-55, as evidenced by significant rehabilitation activity on the property, the Public Officer may grant an extension of time of not more than 120 days for the owner to complete all work, during which time no further proceedings will be taken against the owner or the property.

B. If the owner has posted cash or a bond in order to have a property removed from the abandoned property list and the conditions because of which the property was determined to be abandoned have not been fully remediated within one year of the date of posting the cash or bond, or, in the case of a property which requires a remediation of any known, suspected or threatened release of contaminants, if the owner has failed to enter into a memorandum of agreement with the Department of Environmental Protection or an administrative consent order, as the case may be, or if an agreement or order is in effect but the owner has failed to perform the remediation in conformance with the agreement or order, then the cash or bond shall be forfeited to the City which shall use the cash or bond and any interest which has accrued thereon for the purpose of demolishing or rehabilitating the property or performing the environmental remediation. Any funds remaining after the property has been demolished, rehabilitated or cleaned up shall be returned to the owner.

§ 11-44. Property deemed not abandoned; criteria; certification of abandonment.

A. An abandoned property shall not be included on the abandoned property list if rehabilitation is being performed in a timely manner, as evidenced by building permits issued and the furtherance of rehabilitation work as authorized by said permits.

B. If an entity or person other than the City has purchased or taken assignment for the City of a tax sale certificate on a property that has not been legally occupied for a period of six months, that property shall not be placed on the abandoned property list if:

(1) The owner of the certificate has continued to pay all City taxes and liens on the property in the tax year when due; and

(2) The owner of the certificate takes action to initiate a foreclosure proceeding within six months after the property is eligible for foreclosure pursuant to N.J.S.A. 54:5-86, and diligently pursues foreclosure proceedings in a timely fashion thereafter.

C. A property which is used on a seasonal basis shall be deemed to be abandoned only if the property meets any two of the additional criteria set forth under N.J.S.A. 55:19-81.

D. Upon request of a purchaser or assignee of a tax sale certificate seeking to bar the right of redemption on an abandoned property pursuant to N.J.S.A. 54:5-86, the Public Officer or the City Tax Collector shall, in a timely fashion, provide the requester with a certification of abandonment that the property satisfies the definition of an abandoned property in accordance with this article.

§ 11-45. Acquisition of tax sale certificate for abandoned property; action to foreclose right of redemption.

A. When a person other than the City acquires a tax sale certificate for a property on the abandoned property list at tax sale, the purchaser may institute an action to foreclose the right of redemption at any time after

the expiration of six months following the date of the sale of the tax sale certificate.

B. When the City is the purchaser at tax sale of any property on the abandoned property list pursuant to N.J.S.A. 54:5-34, an action to foreclose the right of redemption may be instituted in accordance with the provisions of Subsection b. of N.J.S.A. 54:5-77. After the foreclosure action is instituted, the right to redeem shall exist and continue to exist until barred by the judgment of the Superior Court; provided, however, that no redemption shall be permitted except where the owner:

(1) Posts cash or a bond equal to the cost of remediating the conditions because of which the property was determined to be abandoned pursuant to N.J.S.A. 55:19-56, as determined by the court; or

(2) Demonstrates to the court that the conditions because of which the property was determined to be abandoned pursuant to N.J.S.A. 55:19-56 have been remedied in full.

§ 11-46. Special tax sale; criteria for bidders.

A. The City may hold special tax sales with respect to those properties eligible for tax sale pursuant to N.J.S.A. 54:5-19 which are also on the abandoned property list.

B. The Board of Commissioners shall establish criteria for eligibility to bid on properties at the sale, which may include, but need not be limited to:

(1) Documentation of the bidder's ability to rehabilitate or otherwise reuse the property consistent with City plans and regulations; commitments by the bidder to rehabilitate or otherwise reuse the property, consistent with City plans and regulations;

(2) Commitments by the bidder to take action to foreclose on the tax lien by a date certain; and

(3) Such other criteria as the Board of Commissioners may determine are necessary to ensure that the properties to be sold will be rehabilitated or otherwise reused in a manner consistent with the public interest.

C. The Board of Commissioners may establish minimum bid requirements for a special tax sale that are less than the full amount of the taxes, interest and penalties due, to help ensure that the properties will be rehabilitated or otherwise utilized in a manner consistent with the public interest.

D. The Board of Commissioners may combine properties in said special tax sale into bid packages, and require that bidders place a single bid on each package, rejecting any and all bids on individual properties that are submitted.

E. The Board of Commissioners may sell said properties subject to the provision that, if the purchaser fails to carry out any commitment that has been set forth as a condition of sale or misrepresents any material qualification that has been established as a condition of eligibility to bid pursuant thereto, then the properties and any interest thereto acquired by the purchaser shall revert to the City, and any amount paid by the purchaser at the special tax sale shall be forfeit to the City.

F. In the event there are two or more qualified bidders for any property or bid package in a special tax sale, the City may designate the unsuccessful qualified bidder whose bid was closest to the successful bid, as an eligible purchaser. In the event that the selected purchaser of that property or bid package fails to meet any of the conditions of sale established by the City pursuant to this section and their interest in the property or properties reverts to the City, the City may subsequently designate the entity previously designated as an eligible purchaser as the winning bidder for the property or properties, and assign the tax sale certificates to that entity on the basis of that entity's bid at the special tax sale, subject to the terms and conditions of the special tax sale.

G. The City shall provide notice of a special tax sale pursuant to N.J.S.A.

54:5-26. The notice shall include any special terms of sale established by the City pursuant to this section. Nothing shall prohibit the City from holding a special tax sale on the same day as a standard or accelerated tax sale.

§ 11-47. Expedited action to foreclose right of redemption.

A. When a person or entity other than the City acquires a tax sale certificate for a property on the abandoned property list at tax sale, the purchaser may institute an action to foreclose the right of redemption at any time.

B. When the City is the purchaser at tax sale of any property on the abandoned property list pursuant to N.J.S.A. 54:5-34, an action to foreclose the right of redemption may be instituted in accordance with the provisions of Subsection b of N.J.S.A. 54:5-77.

(1) After the foreclosure action is instituted, the right to redeem shall exist and continue to exist until barred by the judgment of the Superior Court; provided, however, that no redemption shall be permitted except where the owner:

(a) Posts cash or a bond equal to the cost of remediating the conditions because of which the property was determined to be abandoned pursuant to N.J.S.A. 55:19-56, as determined by the Court; or

(b) Demonstrates to the Court that the conditions because of which the property was determined to be abandoned have been remedied in full.

§ 11-48. Transfer of possession and control of abandoned property to City.

A. A summary action or otherwise to transfer possession and control of abandoned property in need of rehabilitation to the City may be brought by the City in the Superior Court, County of Cumberland. If the court shall find that the property is abandoned pursuant to N.J.S.A. 55:19-81, and the owner or party in interest has failed to submit and initiate a rehabilitation plan, then the court may authorize the City to take possession and control of the property and develop a rehabilitation plan.

(1) If the City is granted possession, it may commence and maintain those further proceedings for the conservation, protection or disposal of the property or any part thereof that are required to rehabilitate the property, necessary to recoup the cost and expenses of rehabilitation and for the sale of the property; provided, however, that the court shall not direct the sale of the property if the owner applies to the court for reinstatement of control of the property as provided in N.J.S.A. 55:19-92.

(2) Failure by the owner, mortgage holder or lien holder to submit plans for rehabilitation to the municipality, obtain appropriate construction permits for rehabilitation or, in the alternative, submit formal applications for funding the cost of rehabilitation to local, state or federal agencies providing such funding within that six-month period shall be deemed prima facie evidence that the owner has failed to take any action to further the rehabilitation of the property.

B. A complaint filed pursuant to section N.J.S.A. 55:19-84 and Subsection A of this section shall include:

(1) Documentation that the property is on the municipal abandoned property list or a certification by the Public Officer that the property is abandoned; and

(2) A statement by an individual holding appropriate professional qualifications that there are sound reasons that the building should be rehabilitated rather than demolished based upon the physical, aesthetic or historical character of the building or the relationship of the building to other buildings and lands within its immediate vicinity.

C. Within 10 days of filing a complaint, the plaintiff shall file a notice of lis pendens with the County of Cumberland recording officer. At least

30 days before filing the complaint, the City shall serve a notice of intention to take possession of an abandoned building. The notice shall inform the owner and interested parties that the property has not been legally occupied for six months and of those criteria that led to a determination of abandonment pursuant to N.J.S.A. 55:19-81.

(1) The notice shall provide that unless the owner or a party in interest prepares and submits a rehabilitation plan to the appropriate City officials, the City will seek to gain possession of the building to rehabilitate the property and the associated cost shall be a lien against the property, which may be satisfied by the sale of the property, unless the owner applies to the court for reinstatement of control of the property as provided in N.J.S.A. 55:19-92.

(2) After the complaint is filed, the complaint shall be served on the parties in interest in accordance with the New Jersey Rules of Court.

(3) After serving the notice of intention pursuant to this subsection, the City may enter upon that property after written notice to the owner by certified mail, return receipt requested, in order to secure, stabilize or repair the property, or in order to inspect the property for purposes of preparing the plan to be submitted to the court pursuant to N.J.S.A. 55:19-89.

D. Any owner may defend against a complaint filed pursuant to this section by submitting a plan for the rehabilitation and reuse of the property which is the subject of the complaint and by posting a bond equal to 125% of the amount determined by the Public Officer or the court to be the projected cost of rehabilitation.

(1) Any plan submitted by an owner to defend against a complaint shall be submitted within 60 days after the complaint has been filed, unless the court provides the owner with an extension of time for good cause shown.

(2) A plan submitted by an owner pursuant to this subsection shall include, but not be limited to:

(a) A detailed financial feasibility analysis, including documentation of the economic feasibility of the proposed reuse, including operating budgets or resale prices, or both, as appropriate;

(b) A budget for the rehabilitation of the property, including sources and uses of funds, based on the terms and conditions of realistically available financing, including grants and loans;

(c) A timetable for the completion of rehabilitation and reuse of the property, including milestones for performance of major steps leading to and encompassing the rehabilitation and reuse of the property; and

(d) Documentation of the qualifications of the individuals and firms that will be engaged to carry out the planning, design, financial packaging, construction, and marketing or rental of the property.

E. The court shall approve any plan that, in the judgment of the court, is realistic and likely to result in the expeditious rehabilitation and reuse of the property, which is the subject of the complaint.

(1) If the court approves the owner's plan, then it may appoint the Public Officer to act as monitor of the owner's compliance. If the owner fails to carry out any step in the approved plan, then the City may apply to the court to have the owner's bond forfeited, possession of the building transferred to the City to complete the rehabilitation plan and authorization to use the bond proceeds for rehabilitation of the property.

(2) The owner shall provide quarterly reports to the City on its activities and progress toward rehabilitation and reuse of the property. The owner shall provide those reports to the court on its activities that the court determines are necessary.

(3) The court may reject a plan and bond if it finds that the plan does not represent a realistic and expeditious means of ensuring the rehabilitation of the property or that the owner or his representatives or agents, or both, lack the qualifications, background or other criteria necessary to ensure that the plan will be carried out successfully.

F. If an owner is unsuccessful in defending against a complaint filed pursuant to this section, the mortgage holder or lien holder may seek to be designated in possession of the property by submitting a plan and posting a bond meeting the same conditions as set forth in N.J.S.A. 55:19-87. The plan shall be submitted within 60 days after the court has rejected the owner's plan, unless the court provides the mortgage holder or lienholder with an extension of time for good cause shown. If the court approves any such mortgage holder or lien holder's plan, it shall designate that party to be in possession of the property for purposes of ensuring its rehabilitation and reuse and may appoint the Public Officer to act as monitor of the party's compliance.

(1) The mortgage holder or lien holder, as the case may be, shall provide quarterly reports to the court and the City on its activities and progress toward rehabilitation and reuse of the property.

G. If the mortgage holder or lien holder fails to carry out any material step in the approved plan, then the Public Officer shall notify the court, which may order the bond forfeit, grant the City possession of the property, and authorize the City to use the proceeds of the bond for rehabilitation of the property.

(1) Any sums incurred or advanced for the purpose of rehabilitating the property by a mortgage holder or lien holder granted possession of a property pursuant to this section, including court costs and reasonable attorney's fees, may be added to the unpaid balance due that mortgage holder or lien holder, with interest calculated at the same rate set forth in the note or security agreement; or, in the case of a tax lien holder, at the statutory interest rate for subsequent liens.

§ 11-49. City rehabilitation of property; submission of plan to court.

A. If no mortgage holder or lienholder meets the conditions of N.J.S.A. 55:19-88, then the City shall submit a plan to the court which conforms with the provisions of N.J.S.A. 55:19-87.

B. The court shall grant the City possession of the property if it finds that:

(1) The proposed rehabilitation and reuse of the property is appropriate and beneficial;

(2) The City is qualified to undertake the rehabilitation and reuse of the property; and

(3) The plan submitted by the City represents a realistic and timely plan for the rehabilitation and reuse of the property.

C. The City shall take all steps necessary and appropriate to further the rehabilitation and reuse of the property consistent with the plan submitted to the court. In making its findings pursuant to this section, the court may consult with qualified parties, including the Department of Community Affairs, and, upon request by a party in interest, may hold a hearing on the plan.

§ 11-50. City exercise of rights to further rehabilitation and reuse of property; designation of qualified rehabilitation entity.

A. The City may exercise its rights under N.J.S.A. 55:19-78 et al. directly, or may designate a qualified rehabilitation entity to act as its designee for the purpose of exercising the City's rights where that designation will further the rehabilitation and reuse of the property consistent with City's plans and objectives. This designation shall be made by resolution of the Board of Commissioners.

B. Regardless of whether the City exercises its rights directly or designates a qualified rehabilitation entity pursuant to this section, while in possession of a property, the City shall maintain, safeguard, and maintain insurance on the property. Notwithstanding the City's

possession of the property, nothing in this article shall be deemed to relieve the owner of the property of any civil or criminal liability or any duty imposed by reason of acts or omissions of the owner.

C. If the City has been granted possession of a property, the City shall be deemed to have an ownership interest in the property for the purpose of filing plans with public agencies and boards, seeking and obtaining construction permits and other approvals, and submitting applications for financing or other assistance to public or private entities.

D. For the purposes of any state program of grants or loans, including but not limited to programs of the Department of Community Affairs and the New Jersey Housing and Mortgage Finance Agency, possession of a property under this section shall be considered legal control of the property.

E. The court may approve the borrowing of funds by the City to rehabilitate the property and may grant a lien or security interests with priority over all other liens or mortgages other than municipal liens. For the purposes of this section, the cost of rehabilitation shall include reasonable nonconstruction costs, such as architectural fees or construction permit fees, customarily included in the financing of the rehabilitation of residential property.

F. The City shall file a notice of completion with the court, and shall also serve a copy on the owner and any mortgage holder or lien holder, at such time as the City has determined that no more than six months remain to the anticipated date on which rehabilitation will be complete. This notice shall include an affidavit of the Public Officer attesting that rehabilitation can realistically be anticipated to be complete within that time period, and a statement setting forth such actions as it plans to undertake to ensure that reuse of the property takes place consistent with the plan.

G. Notwithstanding the granting of possession to the City, nothing in this article shall be deemed to relieve the owner of the property of any obligation the owner or any other person may have for the payment of taxes or other City liens and charges, or mortgages or liens to any party, whether those taxes, charges or liens are incurred before or after the granting of possession. The granting of possession shall not suspend any obligation the owner may have as of the date of the granting of possession for payment of any operating or maintenance expense associated with the property, whether or not billed at the time of the granting of possession.

§ 11-51. Petition for reinstatement of control and possession by owner.

A. An owner may petition for reinstatement of the owner's control and possession of the property at any time after one year from the grant of possession, but no later than 30 days after the City has filed a notice of completion with the court or, in the event the notice of completion is filed within less than one year of the grant of possession, within 30 days after the City has filed notice. The court may allow additional time for good cause if that additional time does not materially delay completion of the rehabilitation, place undue hardship on the City, or affect any of the terms or conditions under which the City has applied for or received financing for the rehabilitation of the property.

B. Any petition for reinstatement of the owner's control and possession of the property shall:

(1) Include a plan for completion of the rehabilitation and reuse of the property consistent with the plan previously approved by the court;

(2) Provide legally binding assurances that the owner will comply with all conditions of any grant or loan secured by the City or repay those grants or loans in full, at the discretion of the maker of the loan or grant; and

(3) Be accompanied by payment equal to the sum of:

(a) All City liens outstanding on the property;

(b) All costs incurred by the City in bringing action with respect to the property;

(c) Any costs incurred by the City not covered by grants

or loans to be assumed or repaid pursuant to this section; and

(d) Any costs remaining to complete rehabilitation and reuse of the property, as determined by the Public Officer, which payment shall be placed in escrow with the Clerk of the Court, County of Cumberland, pending disposition of the petition.

§ 11-52. Obligations of owner prior to grant of petition.

A. Prior to the granting of a petition on the part of the owner by the court pursuant to § 11-51, the owner may be required to post a bond or other security in an amount determined by the court, after consultation with the Public Officer, as likely to ensure that the owner will continue to maintain the property in sound condition. That bond or other security shall be made available to the City to make any repair on the property in the event of a code violation which is not corrected in timely fashion by the owner.

B. The owner may seek approval of the court to be relieved of this requirement after five years, which shall be granted if the court finds that the owner has maintained the property in good repair during that period, that no material violations affecting the health and safety of the tenants have occurred during that period, and that the owner has remedied other violations in a timely and expeditious fashion.

§ 11-53. Procedure of City seeking to gain title to property; authorization to sell; proceeds.

A. If the owner fails to petition for the reinstatement of control and possession of the property within 30 days after the City has filed a notice of completion or in any event within two years after the initial grant of possession, or if the owner fails to meet any conditions that may be set by the court in granting a reinstatement petition, upon petition from the City, the court may grant the City title or authorize the City to sell the property, subject to the provisions of N.J.S.A. 55:19-96.

B. Where the City seeks to gain title to the property, it shall purchase the property for fair market value on such terms as the court shall approve, and may place the proceeds of the sale in escrow with the court.

C. The court may authorize the City to sell the building free and clear of liens, claims and encumbrances, in which event all such liens, claims and encumbrances shall be transferred to the proceeds of sale with the same priority as existed prior to resale in accordance with the provisions of this section, except that municipal liens shall be paid at settlement. The proceeds of the purchase of the property shall be distributed as set forth in N.J.S.A. 55:19-97.

D. The City may seek approval of the court to sell the property to a third party when the court finds that such conveyance will further the effective and timely rehabilitation and reuse of the property.

E. Upon approval by the court, the City shall sell the property on such terms and at such price as the court shall approve, and may place the proceeds of sale in escrow with the court. The court shall order a distribution of the proceeds of sale after paying court costs in the order of priority set forth in N.J.S.A. 55:19-97. The proceeds paid pursuant to N.J.S.A. 55:19-96 shall be distributed in the following order of priority:

(1) The costs and expenses of sale;

(2) Other governmental liens;

(3) Repayment of principal and interest on any borrowing or indebtedness incurred by the City and granted priority lien status pursuant to Subsection a. of N.J.S.A. 55:19-98;

(4) A reasonable development fee to the City consistent with the standards for development fees established for rehabilitation programs by the New Jersey Department of Community Affairs or the New Jersey Housing and Mortgage Finance Agency;

(5) Other valid liens and security interests, in accordance with their priority; and

(6) The owner.

§ 11-54. Authority of Public Officer to place lien on property; remedies.

The Public Officer, with the approval of the court, may place a lien on the property to cover any costs of the City in connection with a proceeding under this article incurred prior to the grant by the court of an order of possession, which may include costs incurred to stabilize or secure the property to ensure that it can be rehabilitated in a cost-effective manner.

§ 11-55. Eminent domain proceedings; establishment of fair market value.

A. With respect to any eminent domain proceeding carried out under section N.J.S.A. 55:19-56, the fair market value of the property shall be established on the basis of an analysis which determines independently:
   (1) The cost to rehabilitate and reuse the property for such purpose as is appropriate under existing planning and zoning regulations governing its reuse or to demolish the existing property and construct a new building on the site, including all costs ancillary to rehabilitation such as, but not limited to, marketing and legal costs;
   (2) The realistic market value of the reused property after rehabilitation or new construction, taking into account the market conditions particular to the neighborhood or subarea of the City in which the property is located; and
   (3) The extent to which the cost exceeds or does not exceed the market value after rehabilitation, or demolition and new construction, and the extent to which any "as is" value of the property prior to rehabilitation can be added to the cost of rehabilitation or demolition and new construction without the resulting combined cost exceeding the market value as separately determined.

B. If the appraisal finds that the cost of rehabilitation or demolition and new construction, as appropriate, exceeds the realistic market value after rehabilitation or demolition and new construction, there shall be a rebuttable presumption in all proceedings under this subsection that the fair market value of the abandoned property is zero, and that no compensation is due the owner.

SECTION 3
ARTICLE V

Vacant Property Registration
and Maintenance Requirements

§ 11-55.1 Statements of Findings; Purpose and intent.

A. The City of Millville has experienced an increase in vacant and abandoned properties within its borders, due to a variety of reasons, including an increase in mortgage foreclosure, tax foreclosure, and lack of proper property maintenance.

B. Vacant and abandoned properties are having a detrimental effect on the public health, safety and welfare because:
   (1) Many structures that are vacant, whether secured or not, are a blight on their neighborhoods due to improper maintenance and their unsightly appearance, causing deterioration and instability in their neighborhoods, and resulting in an adverse impact upon adjacent and nearby properties;
   (2) Structures that are vacant and not properly secured are dangerous and unsafe in that they are extremely vulnerable to being set on fire by unauthorized persons;
   (3) Structures that are vacant and not properly secured attract vagrants and criminals and are prime locations to conduct illegal activities, including vandalism, theft, arson and drug use;
   (4) Structures that are vacant and not properly secured pose

dangers to inquisitive minors from unsecured pools; abandoned wells, shafts, excavations; abandoned appliances; any structurally unsound fences or structure, lumber, trash, debris; or vegetation such as poison ivy, oak, or sumac; and

(5) Poorly maintained yards, particularly tall grass, can attract rodents, snakes and undesirable insects such as tics and fleas, creating unsanitary conditions for the community.

C. The filing of a complaint in foreclosure is often a precursor to a property becoming vacant or abandoned.

D. Communication between owners of vacant and abandoned buildings and the City is essential for effective allocation of public resources and the maintenance of public health, welfare, and safety in regard to such structures. Curtailment and elimination of these blighting conditions are necessary for the protection of the public health, safety and welfare of the community.

E. Participation in the countywide registration program will also assist the City in identifying properties that would be eligible for inclusion on the abandoned properties list created pursuant to § 54-11 of the City Code.

§ 11-55.2. Statutory authority.

This article is being adopted pursuant to N.J.S.A. 40:48-2 generally and pursuant to N.J.S.A. 40:48-2.53; N.J.S.A. 46:10B-51; N.J.S.A. 40:48-2.12a; N.J.S.A. 40:48-2.12e; N.J.S.A. 40:48-2.12f; N.J.S.A. 40:48-2.12s; N.J.S.A. 40:48-2.13; N.J.S.A. 40:48-1(4); and N.J.S.A. 40:49-5.

§ 11-55.3. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this article, except where the context clearly indicates a different meaning.

ACCESSIBLE PROPERTY/STRUCTURE

A property that is accessible through a compromised/breached gate, fence, wall, etc., or a structure that is unsecured and/or breached in such a way as to allow access to the interior space by unauthorized persons.

APPLICABLE CODES

Includes, but shall not be limited to, Zoning Code, Code of Ordinances of the City of Millville, and the New Jersey Building Code.

CREDITOR

A state-chartered bank, savings bank, savings-and-loan association or credit union, any person required to be licensed under the provisions of the New Jersey Residential Mortgage Lending Act, Sections 1 through 39 of P.L. 2009, c. 53 (N.J.S.A. 17:11C-51 et seq.), and any entity acting on behalf of the creditor named in the debt obligation, including, but not limited to, servicers.

ENFORCEMENT OFFICER

Any law enforcement officer, building official, zoning inspector, code enforcement officer, fire inspector or building inspector, or other person authorized by the City of Millville to enforce the applicable code(s). More than one enforcement officer may be designated by the City of Millville.

GRAFFITI

Any drawing, painting or marking of any mark or inscription on public or private real or personal property without the prior written permission of the owner of the property.

NOTICE TO ABATE

The notice required to be provided pursuant to § 54-36B.

OWNER

Any person, legal entity or other party having any ownership interest, whether legal or equitable, in real property. This term shall also apply to any person,

legal entity or agent responsible for the construction, maintenance or operation of the property involved.

REGISTERED PROPERTY
Any real property required to be registered pursuant to § 11.55-5 herein.

REGISTRANT
A person or legal entity who has registered or who is required to register a registered property pursuant to this article.

STREET ADDRESS
The address at which the person resides or the legal entity maintains an office, which shall include a street name or rural delivery route in addition to any postal office box number which may be provided.

VACANT
Any building or structure that is not legally occupied.

§ 11-55.4. Applicability.

This article shall be considered cumulative and not superseding or subject to any other law or provision for same but rather be an additional remedy available to Millville above and beyond any other state, county or local provisions for same.

§ 11-55.5. Establishment of registry.

Millville shall create a registration program cataloging each registered property within Millville containing the information required by this article.

§ 11-55.6. Registration of real property.

A. Registration. The following real property located in the City shall be registered annually with the City Clerk:
   (1) Residential real property in which a summons and complaint has been filed in foreclosure by a creditor, whether or not vacant;
   (2) Real property which is non- owner-occupied commercial property and which is vacant; and
   (3) Real property which is non- owner-occupied residential property and which is:
      (a) Vacant; or
      (b) Occupied, but not registered as a rental property pursuant to the Millville City Code.

B. Initial registration.
   (1) Property required to be registered pursuant to § 11-55.6A(1) shall be required to be registered by the creditor within 10 days of the service of the summons and complaint in an action to foreclose, or if a summons and complaint has already been served as of the effective date of this article and the property has not previously registered as registered property, registration shall occur within 10 days of the effective date of this article.
   (2) Property required to be registered pursuant to § 11-55.6A(2) shall be required to be registered by the owner within 10 days from the date the property becomes vacant, or if the property is vacant as of the effective date of this article and has not previously registered as registered property, registration shall occur within 10 days of the effective date of this article.
   (3) Property required to be registered pursuant to § 11-55.6A(3) shall be required to be registered by the owner as follows:
      (a) Within ten (10) days of the effective date of this article, if the property is occupied by a nonowner as of the effective date of this article;
      (b) Within ten (10) days of the date that the property becomes vacant; or
      (c) Within ten (10) days of the date that the property

ceases to be owner-occupied.

C. Annual registration. The registration term shall commence on the date of filing of the initial registration or the new registration and shall be valid for a calendar year, at which time it shall expire and a new registration shall be required. Properties subject to the registration requirements shall remain under the annual registration requirement and the security and maintenance standards of this Chapter 11, Article V, as long as they meet the conditions requiring registration.

D. Contents of registration. Registration pursuant to this article shall be on forms which shall be provided for that purpose and which shall be obtained from the City Clerk, or through website registration, and shall contain the following information:

(1) For persons:

(a) The street address, lot and block number of the registered property;

(b) The full name and street address at which the owner resides; and

(c) The owner's telephone number, facsimile number and e-mail address.

(2) For legal entities who are not creditors:

(a) The street address, lot and block number of the registered property;

(b) The full name and street address at which the owner maintains an office;

(c) The owner's telephone number, facsimile number and e-mail address; and

(d) The name, telephone number, facsimile number and e-mail address of an in-state representative of the legal entity who is responsible for receiving complaints of property maintenance and code violations and/or who is responsible for the security and maintenance of the registered property.

(3) For in-state creditors:

(a) The street address, lot and block number of the registered property;

(b) The full name and street address at which the creditor maintains an office;

(c) The creditor's telephone number, facsimile number and e-mail address;

(d) The name, telephone number, facsimile number and e-mail address of a representative of the creditor who is responsible for receiving complaints of property maintenance and code violations and/or who is responsible for the security and maintenance of the property;

(e) The full name and contact information of an individual located within the state who is authorized to accept service on behalf of the creditor; and

(f) A statement of whether the property is vacant or not, and if not vacant, the name or names of the persons legally occupying the property.

(4) For out-of-state creditors:

(a) The street address, lot and block number of the registered property;

(b) The full name and street address at which the creditor maintains an office;

(c) The creditor's telephone number, facsimile number and e-mail address;

(d) The name, telephone number, facsimile number and e-mail address of a representative of the creditor who is responsible for receiving complaints of property maintenance and code violations and/or who is responsible for the security and maintenance of the property;

(e) The full name and contact information of an

individual located within the state who is authorized to accept service on behalf of the creditor;

(f) The full name and contact information of an in-state representative or agent appointed by the creditor who shall be responsible for the care, maintenance, security, and upkeep of the exterior of the property if it becomes vacant; and

(g) A statement of whether the property is vacant or not, and if not vacant, the name or names of the persons legally occupying the property.

E. Registration fee. At the time of the initial registration and at each annual registration, a nonrefundable registration fee in the amount of $400 per property shall accompany the initial and each annual registration form or website registration. All registration fees must be paid directly from the registrant. Third-party registration fees are not allowed without the consent of the Bureau of Permits and Inspections. The registration fees paid hereunder shall be for the purposes of covering the cost of registering the properties through the countywide registration program, as well as costs incurred for periodic inspections and administrative costs associated with ensuring compliance with the property maintenance and security requirements mandated under this article.

F. Exceptions.

1. Purchases of Tax Sale Certificates. No fee shall be required for the registration of a vacant or abandoned property on which a judgment has been entered pursuant to N.J.S.A. 54:5-87 or 54:5-104.64 for the one-year period following the entry of that judgment or the one-year period following the date on which the plaintiff gains possession of the property that is the subject of the judgment, whichever occurs later, provided that a copy of the judgment is recorded in the office of the Cumberland County Clerk and that all conditions set forth in N.J.S.A. 55:19-83 are satisfied. No payment for such fee shall be required from such plaintiff following the effective date of this paragraph, notwithstanding that plaintiff's obligation for such payment may have arisen prior to such date.

2. Exception of Fannie Mae and Freddie Mac. Notwithstanding the aforesaid sections to the contrary, Fannie Mae, Freddie Mac and any loan servicer acting on their behalf shall be exempt from the payment of registration fees for any property registered under Chapter 11, Article II, as well as the payment of any fines or penalties otherwise permitted to be assessed by Chapter 11, Article II, or other ordinance that addresses vacant property. Any form used to register a property subject to Chapter 11, Article II, shall provide a place for Fannie Mae, Freddie Mac or any loan servicer acting on their behalf to indicate their exempt status. Failure to indicate exempt status will not waive the right to grant an exempt status but may require the registering party to re-register the property to indicate the exempt status.

G. Amended registration. If at any time the information contained in the initial registration and/or annual registration is no longer valid or has changed, the property owner shall file a new registration containing the corrected information, within 10 days of said change. Any person or legal entity who acquires title to a registered property that continues to meet the requirements for registration under this article shall amend the registration filed by the prior registrant within 10 days of the transfer of title. No registration fee shall be required for an amended registration.

§ 11-55.7. Maintenance requirements.

A registrant shall maintain his/her/its registered property as follows:

A. Registered property shall be kept free of weeds, overgrown brush, dead vegetation, trash, junk, debris, building materials, any accumulation of newspapers, circulars, flyers, notices, except those required by federal, state or local law, discarded personal items, including, but not limited to, furniture, clothing, large and small appliances, printed material or any other items that give the appearance that the property is vacant or

abandoned. All registrants shall comply with the provisions of Chapter 11, Article I and Article VI of the City Code.

B. Registered property shall be maintained free of graffiti by removal or painting over with an exterior grade paint that matches the color of the exterior structure.

C. Front, side, and rear yards, including landscaping, of registered property shall be maintained in accordance with Chapter 11, Article VI of the City Code, and the property maintenance standards adopted pursuant to Chapter 11, Article I of the City Code.

D. Registered property shall comply with all other applicable codes.

§ 11-55.8. Security requirements.

A. Registered property shall be maintained in a secure manner so as not to be accessible to unauthorized persons.

B. A "secure manner" shall include, but not be limited to, the closure and locking of windows, doors, gates and other openings of such size that may allow a child to access the interior of the property or structure. There shall be no unsecured openings in the walls. Broken windows, doors, gates and other openings of such size that may allow a child to access the interior of the property or structure must be repaired. Broken windows shall be secured by reglazing of the window. All doors shall be without openings, or such openings shall be securely covered. "Locking" includes measures that require a key, keycard, tool or special knowledge to open or gain access.

C. Particle board shall not be used as a means of securing any registered property.

D. Immediate action shall be taken to secure any registered property that becomes an accessible property/structure.

E. Additional security measures must be taken immediately if signs of vandalism or unauthorized entry begin to appear. Such additional security measures must be reasonably designed to provide adequate and long-term protection against future vandalism and/or authorized access and shall include, at minimum, weekly inspections or monitoring to alert the registrant of future vandalism and/or unauthorized access.

§ 11-55.9. Public nuisance.

All registered property, which is not maintained as required in § 11-55.7 and/or not secured as required by § 11-55.8, is hereby declared to be a public nuisance, the abatement of which, pursuant to the police power, is hereby declared to be necessary for the health, welfare and safety of the residents of Millville. In addition, the Enforcement Officer may declare any vacant and/or abandoned real property a nuisance if it meets one or more of the criteria set forth in N.J.S.A. 55:19-82.

§ 11-55.10. Enforcement; liens; penalties.

A. Enforcement measures. The provisions of this article shall be enforced by the Public Office. The Public Officer is hereby authorized to conduct all inspections as may be necessary to ensure compliance. Adherence to this article does not relieve any person, legal entity or agent from any other obligations set forth in any applicable code which may apply to the registered property.

B. Notice to abate. Where any Public Officer duly designated shall have determined that any registered property is in violation of this article, the Enforcement Officer shall issue a notice to abate directing the registrant to correct the violation and abate the nuisance within the time set forth in the notice to abate. The time for abatement shall not be less than 30 days from the registrant's receipt of the notice to abate, except that if the violation presents an imminent threat to public health and safety, the time for abatement shall be within 10 days of the registrant's receipt of the notice to abate.

C. Service of notice. Service of the notice to abate shall be made by regular mail and certified mail, return receipt requested to the address set forth in the registration for receipt of complaints of property maintenance and code violations.

D. Failure to comply. If the registrant fails to comply with the notice to abate within the time set forth in the notice to abate for compliance, the

Public Officer shall be permitted to enter upon said lands for the purposes of correcting the violation and abating the nuisance, take the necessary action to ensure compliance with the notice to abate and place a lien on the registered property for the cost of the work performed to benefit the registered property and bring it into compliance.

E. Additional rights. The Public Officer shall be entitled to take any other action authorized by law to obtain compliance with this Article. Nothing in this article shall limit the rights of the Public Officer to pursue any other action permitted in the City Code or any other law against the registrant for failing to comply with any provision(s) of this article.

F. Failure to register. Failure of any creditor, person, owner or legal entity to properly register or to modify the registration form from time to time to reflect a change of circumstances as required by this article is a violation of the article and shall be subject to enforcement.

§ 11-55.11. Opposing or obstructing Public Officer; penalty.

Whoever opposes, obstructs, or resists any Enforcement Officer or any person authorized by the enforcement office in the discharge of duties as provided in this article shall be punishable pursuant to N.J.S.A. 2C:29-1 upon conviction by a court of competent jurisdiction.

§ 54-38. Violations and penalties; schedule of civil penalties.

A. Failure to register. Any person or legal entity who fails to register a registered property as required pursuant to this article, as it may be amended, and/or pay the required registration fee, upon conviction in the Municipal Court of the City of Millville, or such other court having jurisdiction, shall be subject to a civil penalty in an amount of $1,000 for each unregistered registered property.

B. Failure to appoint an in-state agent. Any out-of-state creditor who shall fail to appoint an in-state representative or agent as required in § 11-55.6, as it may be amended, upon conviction in the Municipal Court of the City of Millville, or such other court having jurisdiction, shall be subject to a civil penalty in an amount of $2,500 per day of the violation, provided that no such penalty shall commence until the day after the ten-day period provided for the initial registration.

C. Failure to maintain/secure property. Any registrant who shall fail to comply with a notice to abate, upon conviction in the Municipal Court of the City of Millville, or such other court having jurisdiction, shall be subject to a civil penalty in an amount of $1,500 per day of the violation, provided that no such penalty shall commence until the day after the time for compliance set forth in the notice to abate, except that if the violation involved an imminent risk to the public health, safety and welfare, the penalty may commence 11 days following the receipt of the notice to abate.

§ 11-55.12. Additional authority.

A. Emergency abatement. If the Public Officer has reason to believe that a registered property is posing an imminent and serious risk to the public health, safety and welfare for which immediate action is necessary to protect the public health, safety or welfare, the Public Officer may take immediate action to temporarily address the conditions of the property and shall issue a notice to abate as soon as possible thereafter. The Public Officer shall place a lien on the registered property for the costs incurred for the work performed to address the condition of the registered property.

B. Additional security measures. If the Public Officer has reason to believe that there is evidence of unauthorized entry despite the fact that the registrant has taken measures to secure the registered property, the Public Officer shall have the authority to require the registrant to implement additional security measures to prevent such access, including, but not limited to, securing any and all doors, windows or other openings with a different material than what was used by the

registrant, employing an on-site security guard or other measures as may be reasonably required to help prevent unauthorized access. Notice of the need to take additional measures shall be given by way of a notice of violation issued pursuant to Chapter 11, Article I.

§ 11-55.13. Immunity of Public Officer.

The Public Officer shall be immune from prosecution, civil or criminal, for reasonable, good faith entry upon real property while in the discharge of duties imposed by this article, pursuant to the New Jersey Tort Claims Act (N.J.S.A. 59:1-1.1 et seq.) and any other applicable law providing for immunity.

SECTION 4

Should any provision of this ordinance be deemed invalid for any reason that invalidity shall not affect the remaining provisions of the ordinance, and the provisions and sections of the ordinance are hereby declared to be severable with respect to their validity.

SECTION 5

This ordinance shall take effect twenty (20) days after final passage, according to law.

FIRST READING: _____

Moved By: _____
Seconded By: _____

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

SECOND READING: _____

Moved By: _____
Seconded By: _____

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I certify that the foregoing is a true copy of a Resolution adopted by the Board of Commissioners, of the City of Millville in the County of Cumberland, at a meeting thereof held on _____, 2020.

_____
Jeanne M. Hitchner, City Clerk

ORDINANCE NO.

WHEREAS, Article I of Chapter 65 of the Municipal Code titled Taxation authorizes five year exemptions and abatements from taxation for projects located within an area in need of rehabilitation that would qualify for exemption or abatement from taxation pursuant to the aforesaid Article; and

WHEREAS, **Vineland Delsea Drive LLC** (applicant) has constructed a project on land that is located within an area in need of rehabilitation which project is eligible for exemption or abatement from taxation pursuant to the aforesaid Article; and

WHEREAS, the applicant has filed an application for exemption or abatement from taxation with the assessor of the municipality in a timely manner setting forth the information required by the aforesaid Article, and the assessor has determined that the application is complete; and

WHEREAS, the governing body of the municipality has reviewed and evaluated the application, and it has made the following findings and determinations in connection with the application.

A. The project is a commercial or industrial project which is eligible for exemption or abatement from taxation pursuant to the aforesaid Article.
B. The project will maintain or provide gainful employment within the municipality for **14 Full Time** new employee(s).
C. The project will assist in the economic development of the municipality.
D. The project will maintain or increase the tax ratable base of the municipality.
E. The project will maintain or diversify and expand commerce within the municipality.
F. The economic benefits derived from the project outweigh any negative effects associated with granting the exemption or abatement from taxation.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MILLVILLE AS FOLLOWS:

1. The application submitted by the applicant for the exemption from taxation of the project known as **Aldi Grocery Store**, located at **3850 S. Delsea Drive** is hereby approved.

2. The Five Year Tax Agreement setting forth the terms and conditions for the exemption from taxation including the formula for the computation of payments in lieu of full property taxation is hereby approved.

3. The Mayor and City Clerk are hereby authorized to execute the Five Year Tax Agreement.

4. The City Clerk shall forward a copy of the Five Year Tax Agreement to the Director of the Division of Local Government Services in the Department of Community Affairs within 30 days after the execution of the Agreement.

5. A copy of the Tax Agreement shall be maintained in the office of the Tax Assessor and in the office of the Tax Collector to insure compliance with all of the terms and conditions set forth in the Tax Agreement.

FIRST READING:

Moved By:
Seconded By:

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

SECOND READING:

Moved By:
Seconded By:

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I certify that the foregoing is a true copy of a Resolution adopted by the Board of Commissioners, of the City of Millville in the County of Cumberland, at a meeting thereof held on .

_____
Jeanne M. Hitchner, City Clerk

PROCEDURE	
Approved on First Reading:	
Published:	
Approved on Second Reading:	
Published:	
Effective Date:	

ORDINANCE NO.

WHEREAS Section 2-69 of the Municipal Code requires that the currently effective ordinances fixing the salaries and rates of compensation of officers and employees of the municipality shall be kept on file in the office of the City Clerk; and

WHEREAS, the governing body of the municipality desires to amend the salary ordinance to add a new title and salary range for the following:

Title	**Minimum**	**Maximum**
Investigator Police Department (Part-Time)	$25.00/ hr.	$35.00/hr.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MILLVILLE AS FOLLOWS:

1. The salary ordinance is hereby amended to reflect the new title and salary range for same.
2. A copy of the ordinance shall be kept on file in the office of the City Clerk.
3. This amendment to the salary ordinance shall be effective after final approval and publication as required by law.

FIRST READING:

Moved By:
Seconded By:

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

SECOND READING:

Moved By:
Seconded By:

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I certify that the foregoing is a true copy of an Ordinance adopted by the Board of Commissioners, of the City of Millville in the County of Cumberland, at a meeting thereof held on May 19, 2020.

_____
Jeanne M. Hitchner, City Clerk

PROCEDURE	
Approved on First Reading:	
Published:	
Approved on Second Reading:	
Published:	
Effective Date:	

RESOLUTION_____

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF MILLVILLE:

That the following be transferred within the Tax and Utility records

Block	Lot	Acct	Property Location	Yr	Prd	Amount	Int	Description
471	7		213 S 4th St	20	2	$ 150.00		Tax
471	7	8273-0	213 S 4th St	20	1	$ (30.00)		Water
471	7	8273-0	213 S 4th St	20	1	$ (120.00)		Sewer
228	10	11800-1	101 Bluebird Ln	20	1	$ 1,859.00		Sewer
228	10	11800-4	101 Bluebird Ln	20	2	$ (1,859.00)		Sewer

That the following be added back to Tax and Utility records due to returned checks

Block	Lot	Acct	Property Location	Yr	Prd	Amount	Int	Description
437	12	7881-0	908 Sassafras St	20	1	$ 30.00	$ 0.25	Water
437	12	7881-0	908 Sassafras St	20	1	$ 130.00	$ 1.07	Sewer
396	7	7192-0	516 N 7th St	20	2	$ 30.00		Water
396	7	7192-0	516 N 7th St	20	2	$ 130.00		Sewer

That the following charges be canceled from the Utility records due to bill error

Block	Lot	Acct	Property Location	Yr	Prd	Amount	Int	Description
399	19	7269-0	512 N 9th St	20	2	$ (35.00)		Water
88	1	2192-0	629 W Main St	20	2	$ (35.00)		Water
228	10	11800-1	101 Bluebird Ln	20	1	$ (1,859.00)		Sewer

That the following be canceled by resolution from the Tax records due to assessment change (fire)

Block	Lot	Acct	Property Location	Yr	Prd	Amount	Int	Description
298	7		813-815 Archer St	20	2	$ (872.04)		Tax

That the following be corrected by reversal

Block	Lot	Acct	Property Location	Yr	Prd	Amount	Int	Description
236	133		1400 Canal St	20	1	$ (789.48)		Tax
236	133		1400 Canal St			$ 300.00	$ 10.53	Spc Asmnt
236	133		1400 Canal St	20	1	$ 478.95		Tax
303	2	5656-0	302 WPowell St	20	1		$ (0.43)	Water
303	2	5656-0	302 W Powell St	19	4		$ (7.33)	Water
303	2	5656-0	302 W Powell St	19	3		$ (9.45)	Water
303	2	5656-0	302 W Powell St	19	4	$ (67.34)	$ (4.42)	Sewer
303	2	5656-0	302 W Powell St	19	3	$ (155.00)	$ (7.51)	Sewer
303	2		302 W Powell St				$ (40.00)	Miscellaneous
412	4	7497-0	112 Pine St	19	3	$ 31.92	$ 0.28	Sewer

412	4	7497-0	112 Pine St	19	4	$	130.00	$	1.13	Sewer
412	4	7497-0	112 Pine St	20	1			$	0.23	Water
412	4	7497-0	112 Pine St	19	4	$	61.50	$	0.53	Water
412	4		112 Pine St					$	65.00	Miscellaneous
412	4		112 Pine St	20	2	$	0.89			Tax

That the following be corrected by reversal due to check error

Block	Lot	Acct	Property Location	Yr	Prd		Amount	Int	Description
103	12	2478-0	402 W Main St	20	2	$	(68.50)		Water
103	12	2478-0	402 W Main St	20	2	$	(130.00)		Sewer
103	12	2478-0	402 W Main St	20	2	$	98.50		Sewer

Moved By: _____

Seconded By: _____

VOTING:	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce L. Cooper				

CERTIFICATION

I hereby certify that the foregoing is a true copy of Resolution adopted by the Board of Commissioners of the City of Millville, in the County of Cumberland, at a meeting thereof held May 5th, 2020.

_____

Jeanne Hitchner, City Clerk

RESOLUTION NO._____

WHEREAS, Chapter 11, Article VI of the Municipal Code of the City of Millville requires that property owners maintain their property in accordance with the standards contained in the Property Maintenance Code of the City of Millville; and

WHEREAS, the Code Official authorized emergency services to be performed to correct the condition at a cost to the City of Millville as hereinafter provided.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF MILLVILLE:

1. The governing body of the City of Millville hereby authorizes the special assessment against the following properties and the monies owed shall be collected in the same manner as property taxes are assessed and collected pursuant to section Chapter 11, Article 1, Subsection 11-6 of the Municipal Code.

BOARD AND SECURE:

Block 274 Lot 18	
222-224 West Foundry Street	
(Board and Secure Date 4/23/20)	100.00
Administrative Fee	500.00
	600.00

Block 359 Lot 32	
509 N. 2nd St.	
(Board and Secure Date 4/24/20)	450.00
Administrative Fee	500.00
	950.00

Moved By:

Seconded By:

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I hereby certify that the foregoing is a true copy of Resolution adopted by the Board of Commissioners of the City of Millville, in the County of Cumberland, at a meeting thereof held May 5, 2020.

_____
Jeanne Hitchner, City Clerk

RESOLUTION NO.

RESOLUTION APPROVING AMENDED NEIGHBORHOOD PRESERVATION PROGRAM YEAR II PLAN IN RESPONSE TO COVID-19 PANDEMIC

WHEREAS, the City of Millville by Resolution 311-2019 approved a work plan for January 1, 2020 to December 31, 2020 that delineated activities of the program and described the manner in which the grant funds were to be expended under the agreement with the State of New Jersey for a Neighborhood Preservation Program grant from the Department of Community Affairs; and

WHEREAS, Governor Murphy signed Executive Order 103 on March 9, 2020 declaring a State of Emergency and a Public Health Emergency and subsequent orders including Stay at Home, mandatory business closures, and social distancing mandates, among others; and

WHEREAS, activities included in the originally approved work plan have been constrained by the Orders and the City of Millville has worked with the Department of Community Affairs to amend the plan to reallocate certain projects to an Economic Development Covid-19 Response program directed towards small business endurance and sustainable recovery planning; and

WHEREAS, approval of the governing body is required for final approval of the Plan amendment by the Department of Community Affairs; and,

WHEREAS, final approval of said Plan amendment and budget will permit the Department of Public Affairs of the City of Millville to proceed with the required activities to fulfill the stipulations of the Department of Community Affairs Neighborhood Preservation Program grant.

NOW THEREFORE, BE IT RESOLVED, by the City Commission of the City of Millville that they reviewed the particulars of the Plan amendment of said grant; and,

NOW, THEREFORE, BE IT RESOLVED, the Plan amendment dated May 5, 2020 attached hereto is approved to be enacted by the City Commission of the City of Millville, New Jersey.

Moved By:
Seconded By:

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I certify that the foregoing is a true copy of Resolution adopted by the Board of Commissioners, of the City of Millville in the County of Cumberland, at a meeting thereof held on May 5, 2020.

_____
Jeanne M. Hitchner, City Clerk

DRAFT

First Amendment to the
5-Year Neighborhood Preservation Program Plan
Covid-19 Response Pilot Program in Millville, NJ

May 5, 2020

A report produced by Stockton University's William J. Hughes Center for Public Policy, released on Monday April 20, 2020, is predicting that the South Jersey's coronavirus economic impact will be greater than the one it experienced during the Great Recession.

"While we will eventually begin to work and play again, it strains credulity to believe that we will all do so at the same levels we previously did — at least for the better part of what remains of 2020," said Oliver Cooke PhD, editor of the review and associate professor of economics at Stockton University.

Even as restrictions ease, residents and tourists still may be hesitant to go to restaurants, casinos, conventions, concerts and retail stores, Cooke said, calling it the "COVID-19 drag."

Further the report states that while businesses can receive some help from federal stimulus programs, "at the end of the day it can't accomplish what a fully rebooted economy ultimately requires: 'Open for Business' signs in every window."

The report goes on to state that in a best-case scenario, South Jersey will resume some degree of normalcy by mid-June, in the worst-case scenario, those mass closures and the ensuing "COVID-19 drag" would stay in place until mid-August, which would deal a massive blow to South Jersey's economy.

In Response……an NPP Pilot Program for Year II

Millville is currently a Neighborhood Preservation Program (NPP) grant recipient, and as such they have developed a comprehensive, data based, community driven plan to address the challenges faced by their Center City neighborhood. The NPP Millville plan was written *before* the Covid-19 breakout.

In response to this enormous threat, staff from the NPP program, the City of Millville, and Holly City Development Corporation, are working together to create a pilot program for implementation in Year II to support the NPP District's small businesses as they face their new (Covid-19 created) challenges.

Program Eligibility

- Businesses must be located within the NPP District in order to qualify for assistance
- The selection will not be based on first come, first serve, but will be selected based on need, previous profitability, ability to continue operations seamlessly upon reopening, etc.
- All businesses must evaluate and, if eligible, apply for other business assistance programs (via the Business Assistance Coordinator) before being eligible to receive other assistance from NPP
- All business must be willing to participate in a small business needs assessment that includes: the businesses current marketing strategies; promotional strategies; etc.
- Priority will be given to the following businesses;

- Priority 1: Businesses that are currently open or have demonstrated profitability prior to closing
- Priority 2: Retailers (currently closed)
- Priority 3: Service providers (currently closed)

The NPP Millville Covid-19 Response Pilot Program Objectives

This pilot program will initially consist of four components to holistically assist small businesses: Technical Assistance, eCommerce, Gift Cards, and Small Business Grants.

Technical Assistance

The pilot program will provide funds for the retention of a professional (Small Business Assistance Coordinator or SBAC) who will provide small business owners in the Millville NPP district, with guidance in applying for small business grants and loans from all sources as well as recovery planning.

Marketing and Ecommerce Assistance

The SBAC will seek resources to assist small businesses develop marketing and ecommerce capacity. The program will utilize IT students to provide this service to the small businesses in the NPP district. Students may be paid will a small stipend, NPP District gift cards, and letters of recommendation.

Gift Cards and Small Business Purchasing

The purchase of goods, services, gift cards will be evaluated at the time of application through a business needs assessment. The assessment will take into account the businesses marketing, promotions and small business needs. Recommendations will be made by the Small Business Assistance Coordinator on additional resources needed.

Small Business Grant Program

The SBAC will review all applicant files and recommend (or not recommend) an NPP Small Business COVID-19 Grant. The SBAC will use triage criteria to access the likelihood of a business surviving if NPP grant funds were awarded.

The SBAC will assume the worst-case scenario (end of August) to determine if the business is financially sound enough to survive until then.

Businesses that could prove that they have leverage funds from other sources, and that NPP funds were being used for gap financing, would be prioritized.

These recommendations will be submitted to The Millville NPP Covid-19 Pilot Program Team which will consist of representatives from the State, City and Holly City Development Corporation. This team will meet on a weekly basis to make a determination on grant recipients.

Approved grantees will receive a grant of up to $5,000 for eligible expenditures.

Eligible NPP COVID Small Business Covid-19 Grant Expenditures

- Inventory restock
- Supplies
- Rent/mortgage payments
- Utilities
- Marketing/promotions
- Equipment
- Payroll
- Other (please list)

Metrics

The SBAC will monitor the following metrics in order to evaluate the program and to make recommendations for needed adjustments.

- Number of businesses that received assistance from the Small Business Assistant Consultant
- Number of jobs retained as a result of small business assistance (NPP and other)
- Amount of money "leveraged" for business assistance from other federal, county, local and other sources.
- Additional technical assistance provided to the small business
    - # of businesses that increased digital marketing presence
    - # of businesses that increased their promotional presence
    - etc.

City of Millville NPP Covid-19 Pilot Program Budget

NPP Objective	**NPP Funds**	**Other Funds**
Small Business Assistance Coordinator for Grants/Loans	$15,000	
Business Grant	$75,000	
Other?		
Contingency	$1,000	
1.3 Free Community Dinner Under Stars	*$4,000**	
TOTAL	**$91,000**	

Was scheduled for 4/25/20. Reschedule for later date if able to do so. If not before, July 30th, reallocate to business grant program for total of $95,000.

Additional Information

DRAFT

Definitions

Small Businesses and micro-enterprises as defined under Governor Murphy's plan for a fairer economic New Jersey (I forget the exact name of the report that was generated)

Business Assistance Coordinator Job Description

- The Business Assistance Coordinator will meet with local businesses to identify their business needs.
- They will conduct business assessments that show other areas of need in addition to grant/loan assistance (such as marketing/promotions/etc.). See assessment attached.
- They will aid the small businesses in drafting/processing loan applications
- They will work on coordinating additional needed resources (business assessments) with City, HCDC and DCA staffing.
- They will meet weekly with DCA, HCDC, City staff to make NPP grant recommendations.
- They will report on the tracking measurements as outlined above.

Selection Criterial for NPP Small Business Covid-19 Grants:

- Must be located in the NPP area
- Must submit a completed application and meet with the small business assistance coordinator
- Must complete the Business Needs Assessment and being willing to participate in technical assistance as recommended by the SBAC
- Must demonstrate either profitability prior to the COVID-19 crisis, or clientele that need that will resume once able to reopen
- Must look into and apply for additional funding resources as needed to meet the businesses needs
- SBAC may recommend exceptions to the policy herein during its recommendation to the Millville NPP Covid-19 Pilot Program Team where justified and documents.

Original Year II Program Budget and Reallocation Crosswalk

NPP Objective	Funding Amount:	Funding Source:	Recommendation:
1.1 Beautify the Triangle	$8,000	NPP	Reallocate to business grant program.
1.2 Free Little Libraries	$6,350	Other	Project will continue when safe to do so.
1.3 Free Community Dinner Under Stars	$4,000	NPP	Was scheduled for 4/25/20. Reschedule for later date if able to do so. If not before, July 30th, reallocate to business grant program.
1.4 Community Garden	$9,336	Other	Project will continue when safe to do so.
2.1 Conduct Study of Buildings on High Street	$15,000	NPP	Reallocate to business grant program.
2.2 Façade Improvement Program	$10,000	Other	Will continue.

2.3 Pop Up Shops on High Street	$12,000	NPP	Reallocate to business grant program.
2.4 Creative Streetscape	$5,000	NPP	Reallocate to business grant program.
2.5 Assessment and upgrade of lighting in downtown	$36,000	Other	Assessment will happen. Upgrade will not at this time because the grant wasn't received.
2.6 Create Commercial Rehab Program	$27,000	NPP	Reallocated to business grant program.
3.1 Clean and Green Vacant Lots	$15,000	NPP	Reallocated to business grant program. (community garden will be a clean and green project).
3.2 Increase Community Policing	$25,000	Other	Grant wasn't received but we will work with MPD to make happen.
3.3 Housing Rehab to Ownership Program	$9,000	NPP	Reallocate to grant program.

With the reallocation of funding (highlighted figures above) to the NPP Millville Covid-19 Response Pilot Program will total $91,000. With a possible additional $4,000 if we are unable to safely host the Community Dinner Under the Stars.

Budget for the Pilot Program:

Small Business Assistance Coordinator for Grants/Loans	$15,000
Grants of $5,000 for Small Business Assistance	$75,000
Miscellaneous Expenses for Program	$1,000
TOTAL:	**$91,000**

Attachments

A. Small Business Grant Program Application

B. Business Needs Assessment

Attachment A

DRAFT

Applicant Information

Full Name: _____ *Date:* _____

Last First M.I.

Address: _____

Street Address Apartment/Unit #

_____

City State ZIP Code

Phone: _____ *Email* _____

Federal Employer Identification Number (EIN) or Social Security Number: _____

Years in Business: _____ Employees (prior to 3/15/20): Full Time Part Time

Annual Payroll:_ $ _____

Have you applied for and/or received Covid-19 funding from another sources? YES ☐ NO ☐ *If yes, list the source and amount:* _____

In one sentence, what does your business do? _____

_____

USE OF FUNDS:

Inventory restock $ _____

General Supplies $ _____

Rent/Mortgage $ _____

Utilities $ _____

Marketing $ _____

Equipment $ _____

Payroll $ _____

Other (please list) $ _____

TOTAL REQUESTED: $ _____

COVID-19 IMPACTS

Is your business Open due to Covid-19? OPEN ☐ LIMITED HOURS ☐ CLOSED ☐

Summarize Covid-19 Impacts to the business: _____

When do you expect to reopen?

When you do expect to return to pre-Covid-19 operations?

DOCUMENTATION

1. Payroll or roster of employees
2. 2018 Federal Tax Return. Only applicable if your business was operational in 2018. Personal returns will be accepted for independent contractors and self-employed individuals if business returns are not available.
3. 2019 Federal Tax Return (if filed). If not, income Statement showing monthly sales. You may use your regular format, such as downloading from your accounting software. Or you may use this free template (https://corporatefinanceinstitute.com/resources/templates/excel-modeling/free-income-statement-template/)
4. 2020 year-to-date (January - March) income statement showing monthly sales. You may use your regular format, such as downloading from your accounting software. Or you may use this free template (https://corporatefinanceinstitute.com/resources/templates/excel-modeling/free-income-statement-template/)
5. Supporting documentation for potential revenue in April 2020 such as proof of canceled contracts, revenue generating events, etc.

CERTIFICATIONS

This application does not commit the City to making an award.

The City of Millville reserves the right to accept or deny any or all applications if it is determined to be in the best interest of the City to do so. The City shall notify the applicant if it rejects their application.

By signing my name, I certify that my responses to the questions have been truthful and the supporting documentation I have provided is authentic. I understand that the City of Millville reserves the right to deny funding based on tax history.

- o I am/was in good standing with all property taxes and inspections
- o Without an infusion of emergency assistance I would be unable to reopen
- o I intend to re-hire as many of my previous employees as materially possible within the next six months
- o If collateral is not available, I will provide a personal guarantee for the loan amount

Signature **Date**

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Attachment B

Business Needs Assessment

The Covid-19 Response Pilot Program will use this checklist as an Informal SWOT Analysis (Strengths, Weakness, Opportunities, Threats) to help Identify areas of need. Please use extra space In chart for notes.

Name: _____
Email Address: _____
Phone: _____
Business Name: _____
Business Address: _____
Number of Employees (including self): _____

GENERAL MANAGEMENT

	YES	NO	DON'T KNOW	PROVIDE COPY
Are you happy with the current performance of your business?	☐	☐	☐	
▪				
Has your revenue grown annually?	☐	☐	☐	
▪				
Do you track expenses to monitor profit variability?	☐	☐	☐	
▪				
Do you have a business plan or strategic plan?	☐	☐	☐	☒
▪				
Do you have an evaluation method for your employees?	☐	☐	☐	☒
▪				
Do you have a need to develop systems for productivity?	☐	☐	☐	
▪				
Do you need renovations?	☐	☐	☐	
▪				

MARKETING

Do you have a website? List if so:	☐	☐	☐	
▪				
Do you have a marketing plan?	☐	☐	☐	☒
▪				
Do you use direct marketing?	☐	☐	☐	
▪				

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Do you have a social media presence?	☐	☐	☐	
▪				
Do you set a goal and measure marketing results?	☐	☐	☐	
▪				
Are your marketing efforts effective?	☐	☐	☐	
▪				
Do you have a unique brand?	☐	☐	☐	
▪				
Are you hitting your sales targets?	☐	☐	☐	
▪				
Are you reaching your target group?	☐	☐	☐	
▪				
Do you hold events and/or promotions?	☐	☐	☐	
▪				
Do you partner with other business?	☐	☐	☐	
▪				
Are you looking to improve in any of the following areas?				
Management ☐ Marketing ☐ Finance & Sales ☐ Strategic Planning ☐				

Substantial Amendment to the FY2019 Community Development Block Grant Annual Action Plan in Response to Covid-19 Pandemic

Governor Murphy signed Executive Order 103 on March 9, 2020 declaring a State of Emergency and a Public Health Emergency and subsequent orders including Stay at Home, mandatory business closures, and social distancing mandates, among others.

The Federal CARES Act provided supplemental funding for Coronavirus aid, relief, and economic security to help America's low-income families and most vulnerable citizens which included waivers and flexibilities to enable grantees to quickly aid their communities.

Waivers and flexibilities include reduced public comment periods on substantial amendments, telephonic public hearings and waiver of the 15% public service cap.

The FY2019 Annual Action Plan is being amended to incorporate the additional CDBG-CV funding of $175,747 and identify how the funding will be directed to prevent, prepare for, and respond to Coronavirus.

Activities include support for increased demand on local food supply operations, small business assistance, temporary shelter for the quarantined Covid-19 positive homelessness population, and public health planning and education as noted below:

Project	Initial Budget	Revised Budget	Change
COVID-19 Food Pantry Support	$0	$35,000	$35,000
COVID-19 Family/Youth Support	$0	$35,000	$35,000
COVID-19 Temporary Shelter for Homeless	$0	$5,000	$5,000
COVID-19 Public Health Recovery Education and Outreach	$0	$10,000	$10,000
COVID-19 Economic Development Small Business Recovery	$0	$90,747	$90,747
		TOTAL:	$175,747

The City has communicated with the Cumberland County Department of Health, public service providers, and CDBG Advisory Committee meetings to discuss the appropriate direction of the additional CDBG-CV funds. Summary of program activities below meet eligibility guidelines of the CDBG Entitlement program and either prevent, prepare for or respond to coronavirus.

Food Pantry Support:

The Help & Hope Ministries Food Pantry has been a regular recipient of Millville's annual CDBG funding as they are one of the only local resources in the community for this type of service. The Pantry has closed its service center to the public due to NJ Executive Orders and has developed a delivery system and is seeing new faces everyday, a two-fold increase of client base in April. The additional funding will go towards the purchase of food supplies, delivery expenses, and administrative support.

Family/Youth Support:

Rise and Shine is a current recipient of CDBG funding and they typically run an after-school program for youth of the community. Rise and Shine has had to close the afterschool program until executive orders are lifted. They have since joined with Help & Help to partner and deliver needed services to the community including the youth and families within their program. Delivery of household necessities, grab and go meals, and distance learning activities will be supported with the additional funding.

Temporary Shelter for Homeless Population:

The County has been the coordinator of many efforts during this unprecedented pandemic. This particular service the additional funding will support is the temporary shelter of the Millville homeless population who have been diagnosed with Covid-19 and need to be quarantined for 2 weeks. The funding will be coordinated with the County Human Services Department.

Public Health Recovery Education and Outreach:

Recovery planning efforts for communities is going to be crucial. As we start "opening" back up again, the need for education for businesses and community residents will be serious. Opening will to be in phases, but having the ability to communicate and educate efficiently with businesses is going to make for a smoother transition. The threat of Covid-19 returning in the fall poses the need for additional guidance for our communities to remain safe. Keeping the community and businesses engaged for the next year will be crucial and the additional funding will be used to establish educational and communication tools and to implement a readiness toolkit for the fall and 2021.

Economic Development Small Business Recovery:

The City along with its non-profit partner Holly City Development Corporation have worked to design an application and grant/loan program to respond to Covid-19 economic development impacts. Additional CDBG-CV funds will be used where eligible to fund eligible business under the pilot program. These funds will be issued as forgivable loans and be complemented by technical assistance, leveraged funds/loans where applicable and Business Needs Assessment for sustainable recovery planning.

RESOLUTION NO.

RESOLUTION APPROVING SUBSTANTIAL AMENDED FY2019 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN IN RESPONSE TO COVID-19 PANDEMIC

WHEREAS, the City of Millville by Resolution 149-2019 approved the FY2019 Annual Action Plan for July 1, 2019 to June 30, 2020 that delineated housing and community development activities and the manner in which the grant funds were to be expended under the agreement with the U.S. Department of Housing and Urban Development; and

WHEREAS, Governor Murphy signed Executive Order 103 on March 9, 2020 declaring a State of Emergency and a Public Health Emergency and subsequent orders including Stay at Home, mandatory business closures, and social distancing mandates, among others; and

WHEREAS, the Federal CARES Act provided supplemental funding for Coronavirus aid, relief, and economic security to help America's low-income families and most vulnerable citizens which included waivers and flexibilities to enable grantees to quickly aid their communities; and

WHEREAS, the FY2019 Annual Action Plan is being amended to incorporate the additional CDBG-CV funding of $175,747 and identify how the funding will be directed to prevent, prepare for, and respond to Coronavirus; and

WHEREAS, activities include support for increased demand on local food supply operations, small business assistance, temporary shelter for the quarantined Covid-19 positive homelessness population, and public health planning and education; and

WHEREAS, the City of Millville has prepared an Amendment to the Annual Action Plan for Fiscal Year 2019 which includes the funding applications for Community Development and HOME Program funding, said applications having been duly reviewed and considered, together with supporting documentation which took into account needs of low and moderate income families, environmental factors, fiscal considerations, and the maintenance of local effort in Community Development activities;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF MILLVILLE:

l. The Amendment to the FY 2019 Annual Action Plan, which includes the applications for FY 2019 Community Development Block Grant Program funding, are hereby in all respects approved.

2. It is cognizant of the conditions that are imposed in the undertaking and carrying out of Community Development activities with federal financial assistance.

3. The Mayor of the City of Millville is authorized to execute and file applications for financial assistance for such amounts as the U. S. Department of Housing and Urban Development is willing to make available to carry out the Community Development Program and act as an authorized representative of the City of Millville.

4. The Mayor of the City of Millville is hereby authorized to provide such assurances and/or certifications as required by the U. S. Department of Housing and Urban Development, and also any additional or revised data which may be requested during the review of said applications.

Moved By:
Seconded By:

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I certify that the foregoing is a true copy of Resolution adopted by the Board of Commissioners, of the City of Millville in the County of Cumberland, at a meeting thereof held on May 5, 2020.

_____
Jeanne M. Hitchner, City Clerk

RESOLUTION NO. _____

A RESOLUTION APPROVING THE FY 2020 - 2024 CONSOLIDATED PLAN AND THE FY 2020 ANNUAL ACTION PLAN FOR THE CITY OF MILLVILLE.

WHEREAS, the City of Millville, in 2015, prepared a Five-Year CDBG Consolidated Plan for the City, covering the period July 1, 2015 to June 30, 2020 and was a participant in the Vineland-Millville-Bridgeton-Fairfield Township HOME Consortium Five-Year Plan, covering the period July 1, 2015 to June 30, 2020; and

WHEREAS, the purpose of the Consolidated Plan and the Annual Action Plans are to identify housing and community development needs and to develop specific goals and objectives to address those needs over a five-year period, and are a requirement of the U. S. Department of Housing and Urban Development which the City must meet in order for the City and the Consortium to continue to receive federal housing and community development funds; and

WHEREAS, the City of Millville has prepared an Annual Action Plan for Fiscal Year 2020 which includes the funding applications for Community Development and HOME Program funding, said applications having been duly reviewed and considered, together with supporting documentation which took into account blight in the community, needs of low and moderate income families, environmental factors, fiscal considerations, and the maintenance of local effort in Community Development and HOME activities;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF MILLVILLE:

l. The FY 2020 – 2024 Consolidated Plan and the FY 2020 Annual Action Plan, which includes the applications for FY 2020 Community Development Block Grant and HOME Program funding, are hereby in all respects approved.

2. It is cognizant of the conditions that are imposed in the undertaking and carrying out of Community Development and HOME activities with federal financial assistance.

3. The Mayor of the City of Millville is authorized to execute and file applications for financial assistance for such amounts as the U. S. Department of Housing and Urban Development is willing to make available to carry out the Community Development and HOME Programs and act as an authorized representative of the City of Millville.

4. The Mayor of the City of Millville is hereby authorized to provide such assurances and/or certifications as required by the U. S. Department of Housing and Urban Development, and also any additional or revised data which may be requested during the review of said applications.

Moved By:

Seconded By:

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I certify that the foregoing is a true copy of a Resolution adopted by the Board of Commissioners, of the City of Millville in the County of Cumberland, at a meeting thereof held on May 5, 2020.

_____

Jeanne Hitchner, City Clerk

Executive Summary

ES-05 Executive Summary – 24 CFR 91.200(c), 91.220(b)

1. Introduction

As a recipient of Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD), the City of Millville is required to prepare a Five-Year Consolidated Plan that assesses needs within its jurisdiction and spells out how it plans to use HUD resources to address those needs. This Five-Year Consolidated Plan covers program years 2020 through 2024, a period beginning on July 1, 2020 and ending on June 30, 2025.

The CDBG program has as its primary purpose the provision of decent housing, suitable living environments and economic opportunity to the most vulnerable populations, including low-moderate income households, seniors, disabled adults, domestic violence victims and the homeless. Millville is scheduled to receive $298,780 in CDBG funds for Program Year 2020 (July 1, 2020 through June 30, 2021).

In assessing community needs within the City, Millville reviewed a wide variety of available data and consulted with agencies and organizations from the public and private sectors engaged in front-line provision of services and facilities to eligible populations. Based on the needs so identified, the City has developed both a Five-Year Consolidated Plan and, within it, an Annual Action Plan for 2020 that directs HUD resources to effectively assisting Millville residents.

Though HUD program funding is not guaranteed from year to year and does, in fact, fluctuate annually, Millville and all other grantees are required to set out a plan for the entire five-year period. This plan is based on an assumption of relatively level funding for years 2 through 5. Adjustments will be made with each Annual Action Plan for those subsequent years, but the priorities established in this Consolidated Plan will continue to guide decisions going forward.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

Objectives and outcomes for the five years covered by this Consolidated Plan are delineated in the Strategic Plan Section and will be based on community needs that were identified by reviewing available data, listening to front-line providers and residents and weighing staff experience and available resources. Millville has concluded that the following needs exist within the jurisdiction to an extent that an effective Community Development program, backed by HUD resources, can have a meaningful impact:

- Affordable housing - residential rehab is needed as well as new affordable units;

OMB Control No: 2506-0117 (exp. 06/30/2018)

- Public services - needs include youth recreation and educational programming, senior programming and support for homeless services;
- Public facilities – community centers as well as non-profit facilities that serve low-mod populations along with the removal of architectural barriers to accessibility;
- Economic development - job creation, retention and workforce training are among the needs with resources other than CDBG providing most of the support;
- Special Needs services - services provided to those with special needs, including mentally and physically handicapped.

3. Evaluation of past performance

For many years, Millville had a record of using CDBG and HOME funds in a timely, compliant manner to benefit our low and moderate-income residents. Following a couple of down years, recent improvements to the staff and governing body have the program once again serving as an important resource for the City's low-mod income residents. Through a concerted effort, Millville complied with the annual CDBG timeliness check on May 2, 2019 for the first time in three years and did the same for the May 2, 2020 check.

4. Summary of citizen participation process and consultation process

Millville held a focus group and two public hearings for the preparation of this Consolidated Plan. City residents as well as organizations and agencies who serve them participated in these sessions and provided valuable insight into the needs and resources in the City.

The entire planning process was guided by a Citizens Advisory Committee whose members have several years of experience providing valuable input into the Community Development Program.

In addition to the focus group and hearings, organizations and individuals from a broad array of the City's structure contributed to this plan in various ways.

- Individual conversations were held with various stakeholders who were unable to attend a public hearing or focus group.
- The Millville Community Development Program maintains ongoing relationships with its municipal, agency and community-based partners through ongoing dialogues, application processes, formal meetings and less formal settings. This frequent interaction with the varied components of the City allows the CD Program to complete both big picture, long-term planning and to assist in day-to-day implementation of those plans.
- The cities of Vineland and Millville jointly completed a new Analysis of Impediments to Fair Housing Choice in early 2020. That Analysis helped shape this Consolidated Plan.

The Consolidated Plan and Annual Action Plan were made available for a 30-day public review period prior to submission to HUD.

5. Summary of public comments

A consensus of input by various means from front-line providers and residents indicated the following relevant needs in the community:

- Affordable housing - residential rehab is needed as well as new affordable units;
- Public services - needs include youth recreation and educational programming, senior programming and support for homeless services;
- Public facilities – community centers as well as non-profit facilities that serve low-mod populations along with the removal of architectural barriers to accessibility;
- Economic development - job creation, retention and workforce training are among the needs with resources other than CDBG providing most of the support;
- Special Needs services - services provided to those with special needs, including mentally and physically handicapped.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were accepted.

7. Summary

Millville's Community Development Program is confident that by listening to its community, it has developed a Five-Year Consolidated Plan that fairly and effectively directs CDBG resources in a way that will most benefit City residents.

Fueled by front-line experience and real world practicality, the process of developing this Consolidated Plan resulted in turning a community wish list into a realistic to-do list that will help thousands of City residents meet the challenges of modern life.

The Process

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	MILLVILLE	Millville Planning Department/City of Millville

Table 1– Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Samantha Silvers, AICP, PP
City of Millville
12 S. High Street
P.O. Box 609
Millville, NJ 08332

OMB Control No: 2506-0117 (exp. 06/30/2018)

PR-10 Consultation - 91.100, 91.110, 91.200(b), 91.300(b), 91.215(l) and 91.315(l)

1. Introduction

Millville held a focus group and two public hearings for the preparation of this Consolidated Plan. City residents as well as organizations and agencies who serve them participated in these sessions and provided valuable insight into the needs and resources in the City.

The entire planning process was guided by a Citizens Advisory Committee whose members have several years of experience providing valuable input into the Community Development Program.

In addition to the focus group and hearings, organizations and individuals from a broad array of the City's structure contributed to this plan in various ways.

- Individual conversations were held with various stakeholders who were unable to attend a public hearing or focus group.
- The Millville Community Development Program maintains ongoing relationships with its municipal, agency and community-based partners through ongoing dialogues, application processes, formal meetings and less formal settings. This frequent interaction with the varied components of the City allows the CD Program to complete both big picture, long-term planning and to assist in day-to-day implementation of those plans.
- The cities of Vineland and Millville jointly completed a new Analysis of Impediments to Fair Housing Choice in early 2020. That Analysis helped shape this Consolidated Plan.

The Consolidated Plan and Annual Action Plan were made available for a 30-day public review period prior to submission to HUD

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

Housing providers, public and private, as well as health, mental health and service agencies were all invited to help shape this plan. Input from stakeholders provided at public hearings were shared with other stakeholders, as appropriate, as a way to share perspectives and find commonality.

As an ongoing partner to many of these entities, the City regularly acts as a conduit between these groups, not just when a five-year plan or even annual planning is being done, but as opportunities arise in the course of implementing the Community Development program.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

In New Jersey, the state requires that each county establish a Human Services Advisory Council (HSAC) to coordinate the provision of all human/social services in the county. The state further requires that a Comprehensive Emergency Assistance System (CEAS) subcommittee be established in each county, specifically to coordinate the provision of services and housing to the homeless.

In Cumberland County, the CEAS committee is known as the Homeless Network Planning Committee (HNPC). The HNPC is a consortium of local homeless service and human service providers, city officials, members of local government, and consumers, as mandated by the State HSAC. The committee is recognized as the lead agency for planning and coordinating the delivery of services to assist homeless individuals and families to move toward independent living and self-sufficiency through the provision of a continuum of homeless housing and supportive services. The Community Planning and Advocacy Council (CPAC), a nonprofit agency under contract to the County of Cumberland, provides administrative support to the Homeless Network.

Each year, a Point-in-Time count is made of the persons residing in shelter and transitional facilities and living unsheltered in the County.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The City of Millville does not receive ESG funding.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2– Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	MILLVILLE
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Health Services-Education Services-Employment Health Agency Other government - Local Planning organization Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Anti-poverty Strategy Public services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Millville Planning Department maintains an ongoing relationship with a wide variety of organizations, including several other departments within City government. Reviews of the needs, resources and plans of those community components helped shape this plan.
2	**Agency/Group/Organization**	Easter Seals New Jersey, Inc.
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Public services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Millville Planning Department maintains an ongoing relationship with dozens of other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, and conferences. Additionally, this organization submitted an application for CDBG funding, which included a discussion of community needs.
3	**Agency/Group/Organization**	Help and Hope Ministries
	Agency/Group/Organization Type	Services-homeless

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	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Millville Planning Department maintains an ongoing relationship with dozens of other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, and conferences. Additionally, this organization attended a public hearing and submitted an application for CDBG funding, both of which included a discussion of community needs.
4	**Agency/Group/Organization**	Rural Development Corporation-Cumberland Family Shelter
	Agency/Group/Organization Type	Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Millville Planning Department maintains an ongoing relationship with dozens of other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, and conferences.
5	**Agency/Group/Organization**	WHEATON ARTS
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Public services

OMB Control No: 2506-0117 (exp. 06/30/2018)

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Millville Planning Department maintains an ongoing relationship with dozens of other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, and conferences.
6	**Agency/Group/Organization**	SHINE Ministries/First United Methodist Church
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Public services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Millville Planning Department maintains an ongoing relationship with dozens of other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, and conferences. Additionally, this organization attended a public hearing and submitted an application for CDBG funding, both of which included a discussion of community needs.
7	**Agency/Group/Organization**	Millville Public Library
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Public services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Millville Planning Department maintains an ongoing relationship with dozens of other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, and conferences. Additionally, this organization attended a public hearing and submitted an application for CDBG funding, both of which included a discussion of community needs.

8	**Agency/Group/Organization**	Millville Development Corporation
	Agency/Group/Organization Type	Services-Employment Planning organization Business Leaders Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Millville Planning Department maintains an ongoing relationship with dozens of other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, and conferences. Additionally, this organization attended a public hearing and submitted an application for CDBG funding, both of which included a discussion of community needs.
9	**Agency/Group/Organization**	Millville Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Direct consultation regarding public housing properties and residents.
10	**Agency/Group/Organization**	THE ARC OF CUMBERLAND COUNTY
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Public services

OMB Control No: 2506-0117 (exp. 06/30/2018)

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Millville Planning Department maintains an ongoing relationship with dozens of other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, and conferences. Additionally, this organization attended a public hearing and submitted an application for CDBG funding, both of which included a discussion of community needs.
11	**Agency/Group/Organization**	Millville Police Athletic League
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Public services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Millville Planning Department maintains an ongoing relationship with dozens of other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, and conferences. Additionally, this organization attended a public hearing and submitted an application for CDBG funding, both of which included a discussion of community needs.
12	**Agency/Group/Organization**	Riverfront Renaissance Center for the Arts
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Education
	What section of the Plan was addressed by Consultation?	Public services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Millville Planning Department maintains an ongoing relationship with dozens of other municipalities, government agencies, school districts and community service organizations via e-mail, conference calls, face-to-face meetings, and conferences. Additionally, this organization attended a public hearing and submitted an application for CDBG funding, both of which included a discussion of community needs.

Identify any Agency Types not consulted and provide rationale for not consulting

All relevant agency types serving Millville were consulted.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Southern New Jersey Continuum of Care	The goals of the Strategic Plan are closely coordinated with the goals of the Continuum of Care. The Strategic Plan's homelessness prevention activities, in particular, mesh with the Continuum's effort as do Strategic Plan support for services for the homeless.
2020 Analysis of Impediments	City of Vineland	Conducted jointly with the neighboring City of Vineland, the new AI helped shape housing efforts included in this plan.

Table 3– Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

The City of Millville Community Development Program will continue its longstanding practice of sharing information and best practices with its HOME Consortium partners on all types of CD operations, not just HOME. Additionally, Millville participates in Countywide and Regional economic development efforts that impact residents, especially those residents targeted by CD efforts.

Narrative

The City of Millville is grateful to the various entities that provided input into this Consolidated Plan. Their perspectives, information and insight helped the City craft a plan, we believe, that focuses HUD resources in an efficient and effective manner that will improve the quality of life for the residents the CDBG and HOME programs exist to help.

PR-15 Citizen Participation - 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting

Millville held a focus group and two public hearings for the preparation of this Consolidated Plan. City residents as well as organizations and agencies who serve them participated in these sessions and provided valuable insight into the needs and resources in the City.

The entire planning process was guided by a Citizens Advisory Committee whose members have several years of experience providing valuable input into the Community Development Program.

In addition to the focus group and hearings, organizations and individuals from a broad array of the City's structure contributed to this plan in various ways.

- Individual conversations were held with various stakeholders who were unable to attend a public hearing or focus group.
- The Millville Community Development Program maintains ongoing relationships with its municipal, agency and community-based partners through ongoing dialogues, application processes, formal meetings and less formal settings. This frequent interaction with the varied components of the City allows the CD Program to complete both big picture, long-term planning and to assist in day-to-day implementation of those plans.
- The cities of Vineland and Millville jointly completed a new Analysis of Impediments to Fair Housing Choice in early 2020. That Analysis helped shape this Consolidated Plan.

The Consolidated Plan and Annual Action Plan were made available for a 30-day public review period prior to submission to HUD.

OMB Control No: 2506-0117 (exp. 06/30/2018)

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	Held February 20, 2020, attended by 21	Recreational and educational programming for youth and seniors; need for food and other essentials, including shoes & holiday meals/gifts; downtown facade improvements.	All comments were accepted.	

OMB Control No: 2506-0117 (exp. 06/30/2018)

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Focus group	Municipal and private service agencies	Held March 4, 2020, 8 attended	Needs include more affordable housing; a lot of residential rehab; housing counseling; downtown businesses to fill vacancies; insufficient and inconsistent shelter and services for homeless; water, sewer and streets improvements; transportation; grocery store in Center City.	All comments were accepted.	
3	Public Hearing	Non-targeted/broad community	Held electronically April 16, 2020 with 1 participant plus City staff.	Draft plans for the 5-year and first Annual Action Plan were deemed appropriate.	All comments were accepted.	

Table 4– Citizen Participation Outreach

OMB Control No: 2506-0117 (exp. 06/30/2018)

Needs Assessment

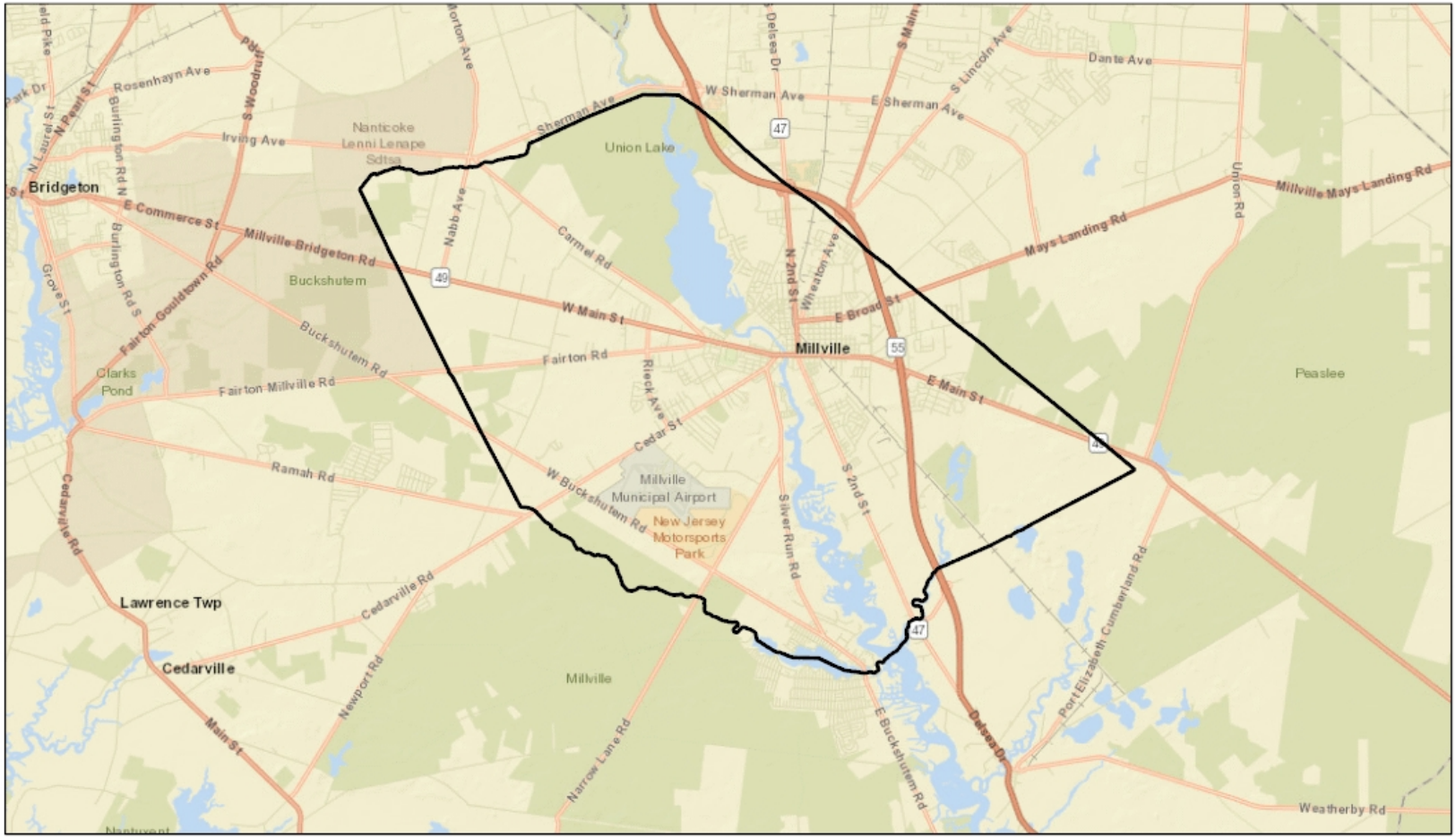
NA-05 Overview

Needs Assessment Overview

By reviewing available data, listening to front-line providers and residents and weighing staff experience and available resources, Millville has concluded that the following needs exist within the jurisdiction to an extent that an effective Community Development program, backed by HUD resources, can have a meaningful impact:

- Affordable housing - residential rehab is needed as well as new affordable units;
- Public services - needs include youth recreation and educational programming, senior programming and support for homeless services;
- Public facilities – community centers as well as non-profit facilities that serve low-mod populations along with the removal of architectural barriers to accessibility;
- Economic development - job creation, retention and workforce training are among the needs with resources other than CDBG providing most of the support;
- Special Needs services - services provided to those with special needs, including mentally and physically handicapped.

City of Millville - Consolidated Plan and Continuum of Care Planning Tool



March 23, 2020

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Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

OMB Control No: 2506-0117 (exp. 06/30/2018)

NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)

Describe the jurisdiction’s need for Public Facilities:

Needs have been identified for improvements to parks and community centers and to facilities housing non-profit organizations that serve low-income and other vulnerable populations.

How were these needs determined?

Through discussions with City staff regarding publicly owned facilities, their uses and their needs and through consultation with non-profit organizations serving the homeless and other eligible populations.

Describe the jurisdiction’s need for Public Improvements:

Ongoing need for improvements to streets, water and sewer lines and other public infrastructure in the City's CDBG-eligible residential areas.

How were these needs determined?

Through discussions with City staff regarding public infrastructure and the needs for eligible improvements thereto, including accessibility improvements.

Describe the jurisdiction’s need for Public Services:

There is a need for a wide range of services for seniors, youth, disabled adults, the homeless and other eligible populations.

How were these needs determined?

Through consultation with service providers and residents.

Market Analysis

MA-05 Overview

Market Analysis Overview:

Once a vibrant manufacturing town centered on the glass industry, Millville, like many American towns, has slowly, sometimes painfully, seen much of its economic base move into the services sector, though manufacturing remains an important part of the mix.

Even before the impacts of the corona virus pandemic, Millville - indeed Cumberland County as a whole - was among the lowest income areas in the state with many households living paycheck to paycheck and many small businesses struggling to survive. While opportunities abound here, recent setbacks like manufacturing decline, downturns in the casino industry of nearby Atlantic City and, most recently, the pandemic, have continued to throw challenges Millville's way. An aging infrastructure and semi-isolation from the larger markets of the Northeast have compounded those challenges.

In the area of housing, two unmistakable and seemingly contradictory trends are apparent over the past five to 10 years in Millville.

1. Home prices have decreased while rents have increased.
2. The number of homeowners has decreased while the number of renters has increased.

As the cost to own moves closer to the cost to rent, it would seem that more households would be moving into ownership. In fact, though, people are increasingly becoming renters. Several factors can help explain this apparent contradiction.

First, while ownership costs have come down, the cost to own a home still remains higher than the cost to rent. Including property taxes in the high tax state of New Jersey plus homeowners insurance has the median monthly cost of homeownership in Millville, for instance, at more than $1,500 (per the 2013-2017 ACS) while the median rent in the jurisdiction is $1,023. That's still a significant difference.

Secondly, even where sufficient income is available to afford homeownership, other factors such as credit history, employment history and stability, cash on hand for down payment and closing costs, and other debt can prevent a household from achieving or even considering home ownership.

MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

Introduction

Rooted in its past as a glass manufacturing center and a World War II Army Air Corps training site, Millville has a great deal of community pride and spirit. Those qualities, coupled with a willing if undereducated workforce, have carried the City through transitions and challenges of the past and will do so in taking on the challenges of the coronavirus pandemic and whatever else lies ahead.

There is an excellent core of community volunteers providing vital goods and services through a strong non-profit presence.

Entrepreneurship and a solid work ethic are present in Millville as well. Many small business form the heart of Millville's economy. More than a quarter of Millville's workforce, though, travels 30 minutes or more to work with the Philadelphia area and Atlantic City among the most common destinations.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	244	13	3	0	-3
Arts, Entertainment, Accommodations	1,065	953	12	13	1
Construction	510	273	6	4	-2
Education and Health Care Services	1,968	1,362	23	19	-4
Finance, Insurance, and Real Estate	330	109	4	1	-3
Information	102	50	1	1	0
Manufacturing	1,468	2,088	17	28	11
Other Services	281	201	3	3	0
Professional, Scientific, Management Services	535	365	6	5	-1
Public Administration	0	0	0	0	0
Retail Trade	1,407	1,543	16	21	5
Transportation and Warehousing	396	187	5	3	-2

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Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Wholesale Trade	423	192	5	3	-2
Total	8,729	7,336	--	--	--

Table 11 - Business Activity

Data Source: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	13,965
Civilian Employed Population 16 years and over	12,080
Unemployment Rate	13.60
Unemployment Rate for Ages 16-24	39.06
Unemployment Rate for Ages 25-65	9.09

Table 12 - Labor Force

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	1,910
Farming, fisheries and forestry occupations	230
Service	1,570
Sales and office	2,970
Construction, extraction, maintenance and repair	775
Production, transportation and material moving	680

Table 13 – Occupations by Sector

Data Source: 2011-2015 ACS

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Travel Time

Travel Time	Number	Percentage
< 30 Minutes	8,355	73%
30-59 Minutes	2,235	20%
60 or More Minutes	800	7%
Total	***11,390***	***100%***

Table 14 - Travel Time

Data Source: 2011-2015 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		
	Civilian Employed	Unemployed	Not in Labor Force
Less than high school graduate	710	240	595
High school graduate (includes equivalency)	3,780	580	1,630
Some college or Associate's degree	3,190	355	775
Bachelor's degree or higher	2,245	160	535

Table 15 - Educational Attainment by Employment Status

Data Source: 2011-2015 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	15	115	23	200	390
9th to 12th grade, no diploma	365	250	250	700	560
High school graduate, GED, or alternative	995	1,530	1,345	3,115	1,750
Some college, no degree	795	890	670	1,575	555

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	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Associate's degree	225	305	410	470	180
Bachelor's degree	145	570	505	1,075	300
Graduate or professional degree	15	75	250	460	215

Table 16 - Educational Attainment by Age

Data Source: 2011-2015 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	22,105
High school graduate (includes equivalency)	27,081
Some college or Associate's degree	35,467
Bachelor's degree	42,153
Graduate or professional degree	61,823

Table 17 – Median Earnings in the Past 12 Months

Data Source: 2011-2015 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

Major employments sectors are:

- Education and Health Care Services
- Manufacturing
- Retail Trade
- Arts, Entertainment, Accommodations

Describe the workforce and infrastructure needs of the business community:

Workforce needs cover the range from a need for semi-skilled, dependable laborers to a growing demand for skilled, specialized workers in health care, education and transportation of goods and people.

Limited public transportation is a challenge for businesses relying on a lower-income workforce, a significant portion of which does not own a car.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

Obviously, the coronavirus pandemic is having the largest impact on Millville's economy, just as it is nationally and globally. Its full effects won't be known for years, in all likelihood, but there are short-term impacts that require a rapid response. The supplemental CDBG funding provided by the CARES Act will aid in that response.

Beyond that, changes in the casino industry in nearby Atlantic City have impacted Millville's workforce. After a strong downturn in the past few years, the sector was rebounding nicely with the introduction of sports betting in the casinos.

Potential growth areas going forward include healthcare, education and transportation as the pre-pandemic trend away from in-person retail is expected to accelerate in the years ahead.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

Education levels are relatively low compared to the state and Northeast region. This hampers efforts to attract employers with higher paying jobs that require more education and more specialized skill sets.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The Cumberland Salem Cape May Workforce Development Board provides a Local One-Stop Delivery System for streamlined program coordination, client intake, case management, reporting, and fiscal management accountability.

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All workforce development programs are coordinated by the Cumberland County Center for Workforce and Economic Development, which is located on the campus of Cumberland County College. Staff at the Center work directly with the municipalities and potential employers to provide the maximum amount of training for projects.

Training, salary reimbursements and tax credits incentivize employers to hire unemployed workers and retrain employees with new skill sets and valued credentials.

The new Cumberland County Technical Education Center is a full time vocational school with an upcoming Medical and Science program that offers direct to career paths and certifications.

A 2019 merger of Cumberland County College with Rowan University has spawned new partnerships offering reduced tuitions, 4 year accredited degrees and in-county job opportunities.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

Fostering redevelopment opportunities, promoting education and training and expanding financial resources are all goals of the CEDS that are promoted through the Consolidated Plan through activities undertaken by the City itself and activities accomplished through subgrantees such as façade improvement programs, removing blight to attract redevelopment, acquisition and disposition that allow for assembling lands for projects and small business sustainability programs are a few examples.

Discussion

Recovering from the effects of the corona virus pandemic will add significant challenge to growing what was already an impoverished area but Millville and its partners remain determined to foster recovery and progress.

OMB Control No: 2506-0117 (exp. 06/30/2018)

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

Cost burden is the single most prevalent housing problem in Millville as throughout the region. The issues of paying more than 30% of income for housing costs - and more than 50% of income for housing costs - occur throughout the City. As the maps below show, housing problems are distributed more or less evenly throughout Millville with a slightly higher rate in the Center City area.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

The Center City area as well as the southeast part of the City have the highest percentages of low-income families. These same areas also have the highest percentages of African-American residents and Hispanic residents.

With percentages of low-income residents as well as minority residents generally ranging between 25% to 50% of the population in those areas - or roughly double the citywide percentages - it would be accurate to say that those regions, particularly Center City, do, in fact, have a concentration of both lower incomes households and minority households.

What are the characteristics of the market in these areas/neighborhoods?

Property values are lower. The percentage of renters versus homeowners is higher. Center City is Millville's oldest area in terms of infrastructure and also its most densely populated.

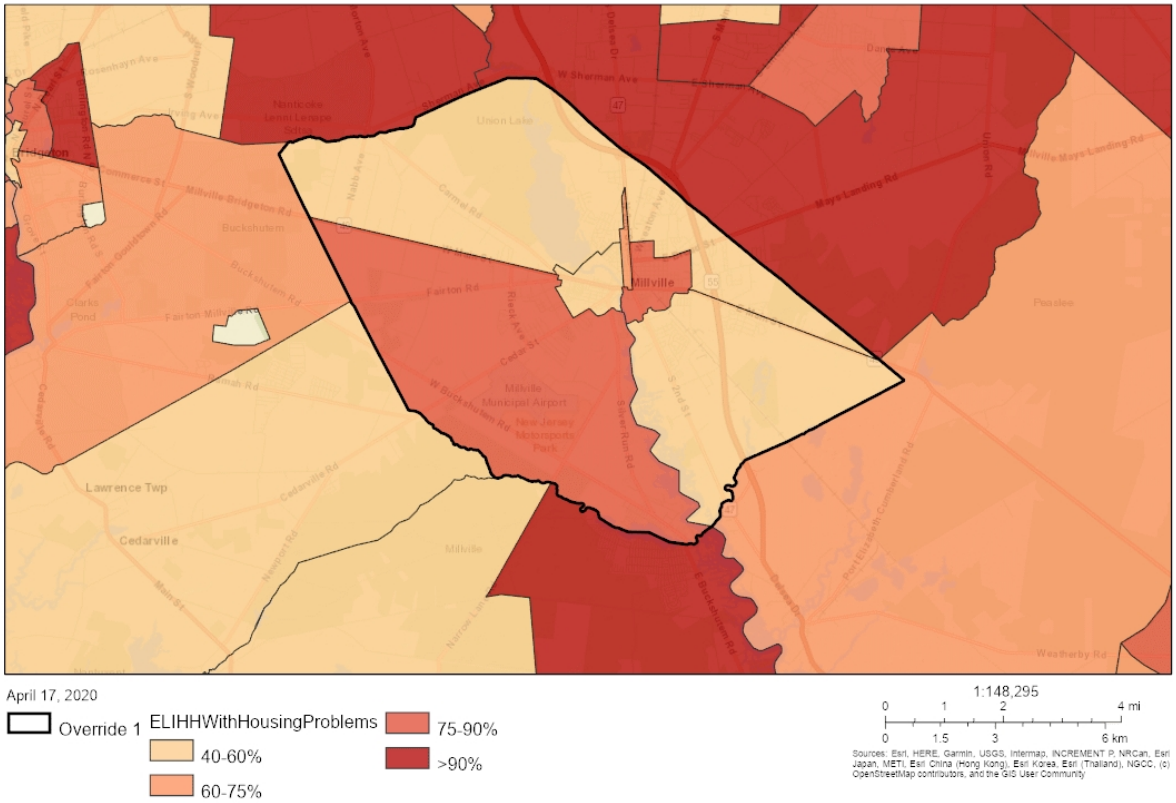
Are there any community assets in these areas/neighborhoods?

The Central Business District is in Center City as well as several parks, government buildings, the City Library and access to the area's limited public transportation. Center City is also home to the City's Arts District, a social and economic development initiative. The Maurice River, a navigable waterway that flows to the Delaware Bay, runs through Center City and offers recreational and some commercial opportunities.

Are there other strategic opportunities in any of these areas?

Economic development initiatives continue to focus on Center City with arts, commerce and educational components.

ELI Households with a Severe Housing Problem - Consolidated Plan and Continuum of Care Planning To



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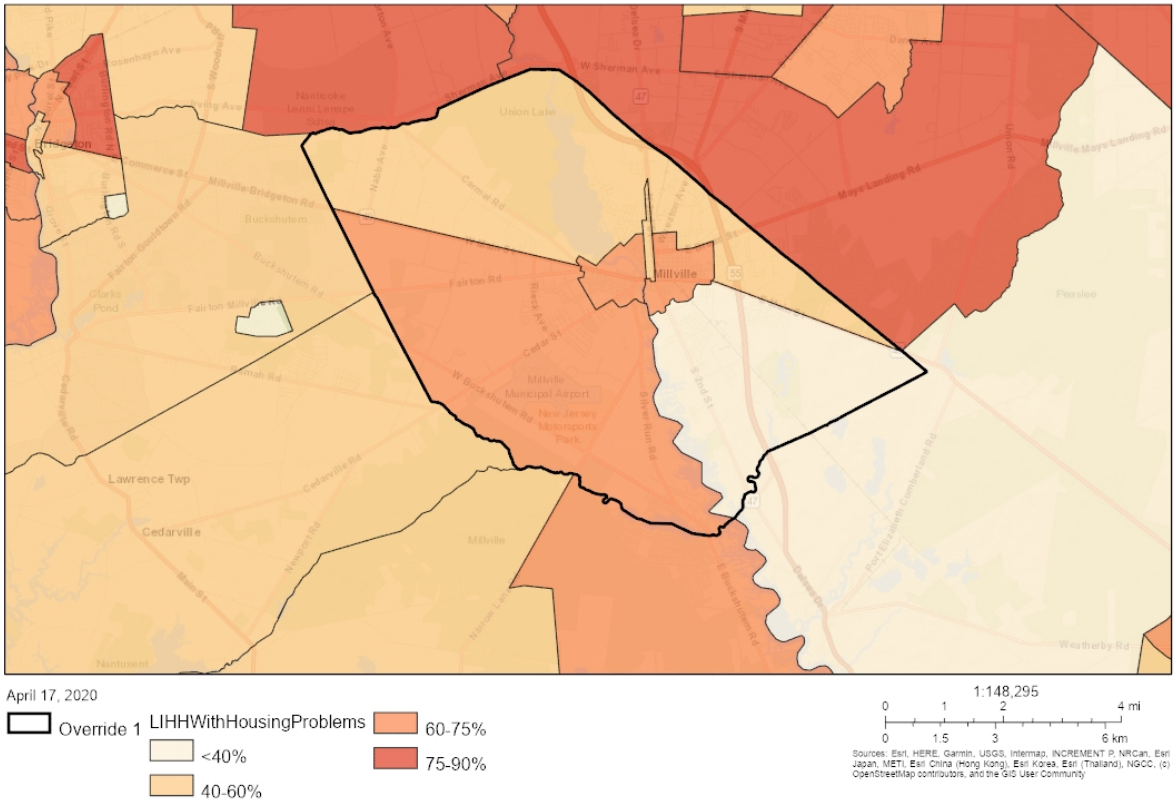

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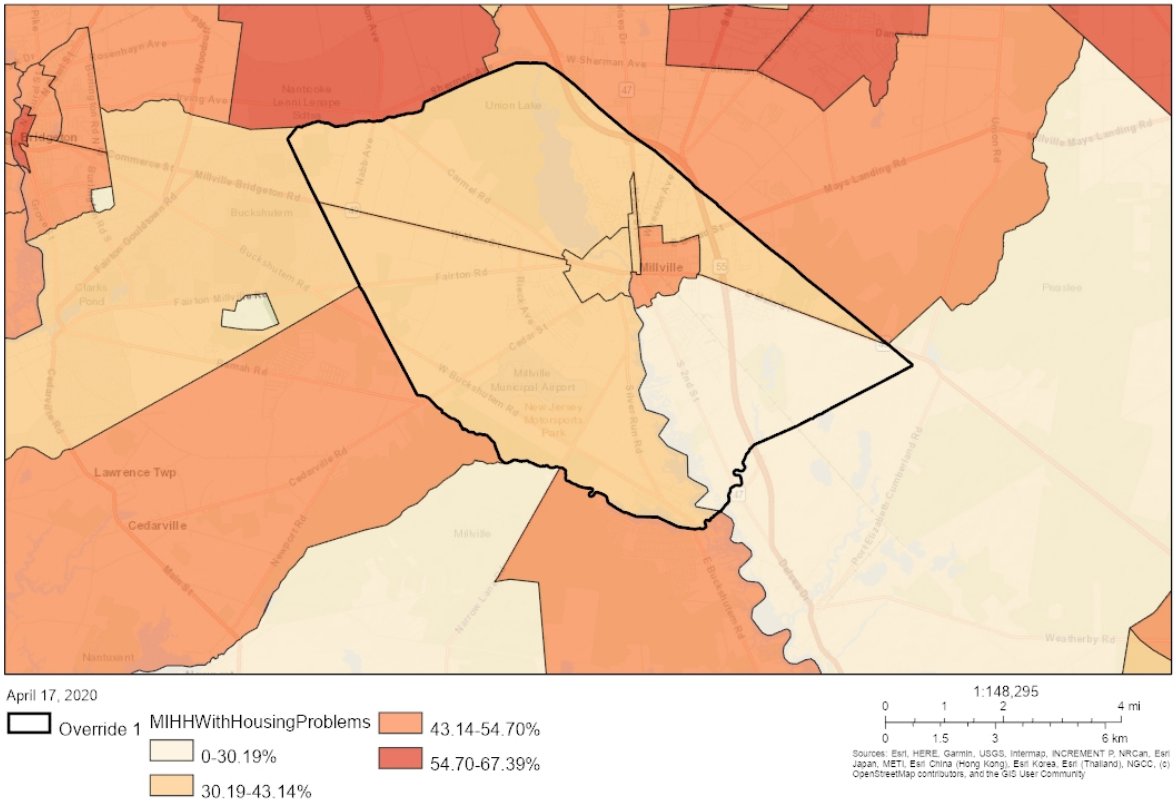

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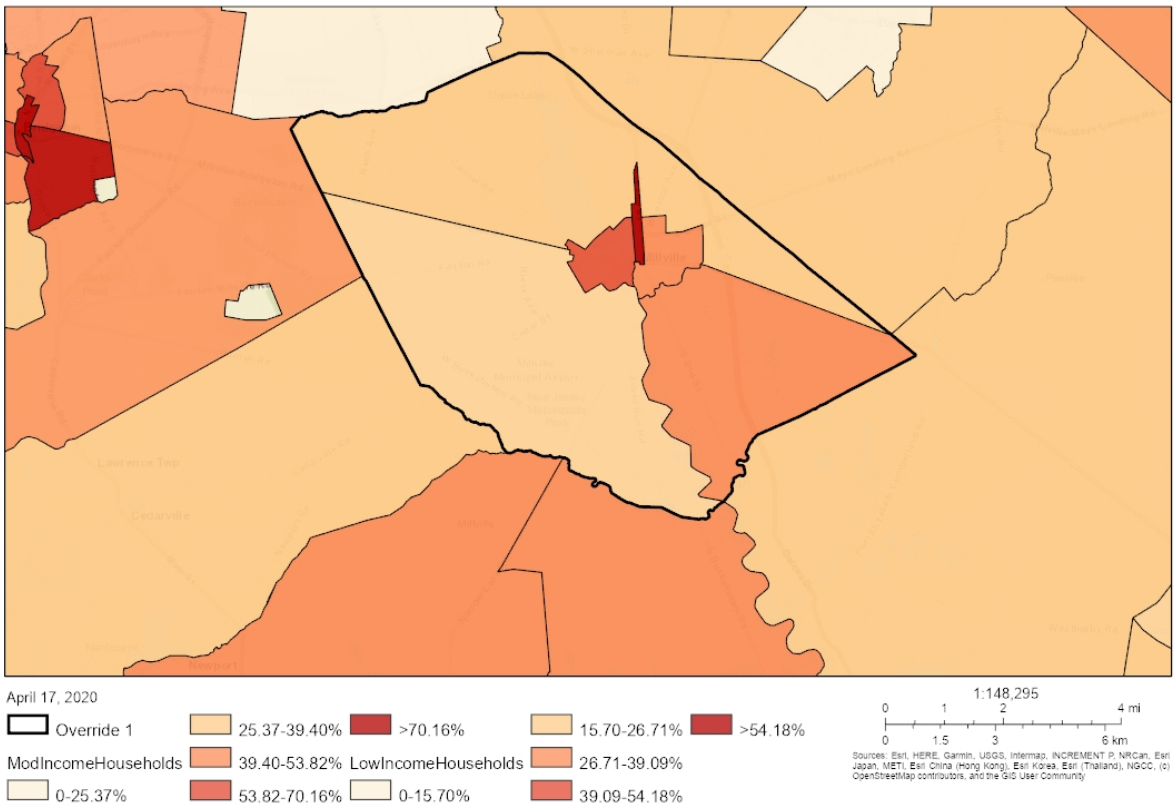
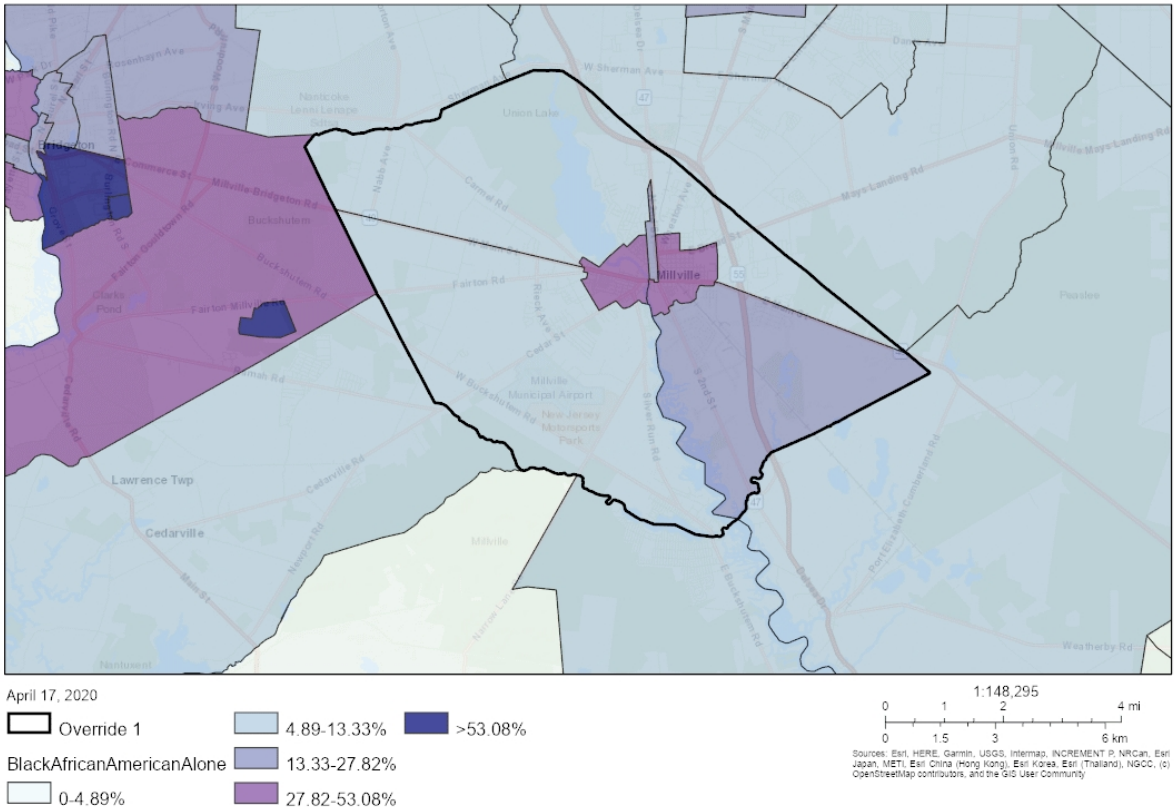
% Low Income Households - Consolidated Plan and Continuum of Care Planning Tool



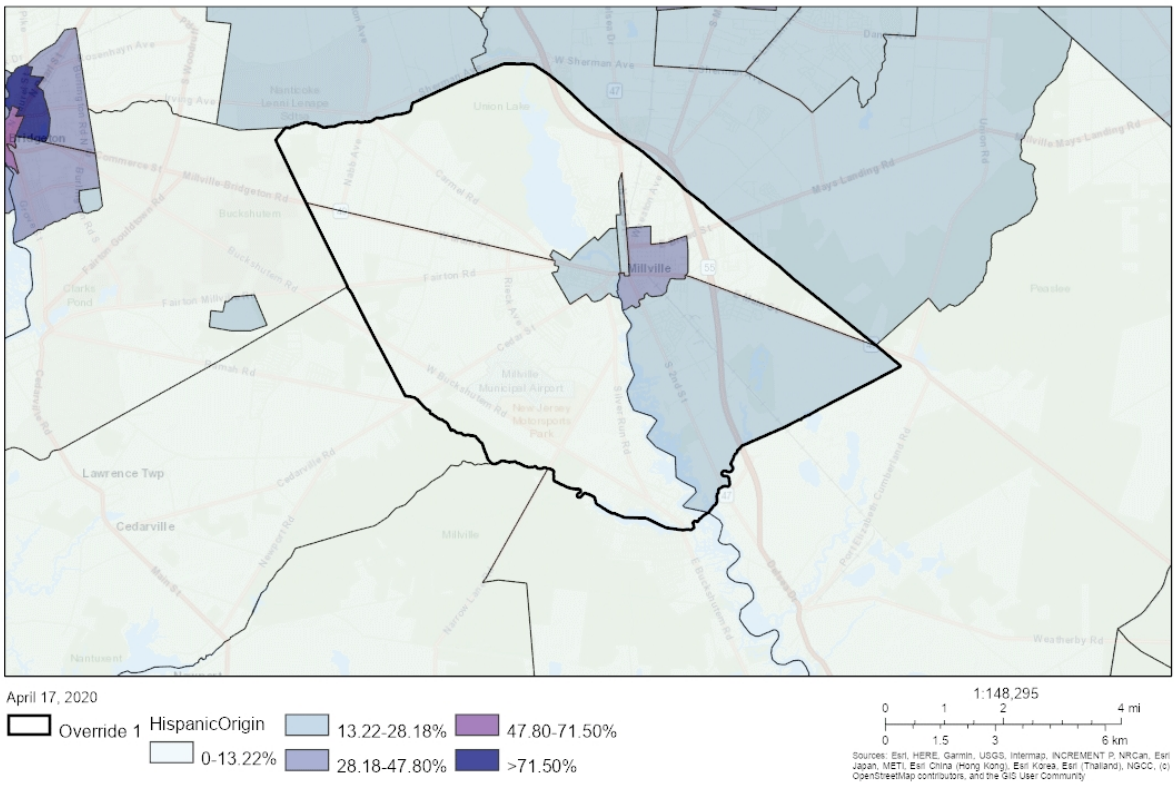
OMB Control No: 2506-0117 (exp. 06/30/2018)

African-American population - Consolidated Plan and Continuum of Care Planning Tool



OMB Control No: 2506-0117 (exp. 06/30/2018)

Hispanic Population - Consolidated Plan and Continuum of Care Planning Tool



MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

According to 2019 data provided by the FCC, all households and neighborhoods in the City of Millville have broadband available to them.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

According to Broadband Now, New Jersey is the most connected state in the country in terms of broadband and Millville is no exception. All areas of Millville have at least 2 internet service providers available while most areas have 3. Both Viasat and HughesNet cover 100% of the City while Xfinity covers 98.2%. Verizon and EarthLink cover just under 90% of Millville. In all, there are 6 residential broadband providers in Millville.

In terms of network tech available in Millville, the most widespread physical wire broadband Internet connection options are Satellite (100% coverage), cable (98.2%) and DSL (89.9%).

Millville broadband map

OMB Control No: 2506-0117 (exp. 06/30/2018)

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

Located just 30 miles or so from the Atlantic Ocean, Millville is susceptible to hurricanes, tropical storms and nor'easters, whether making direct landfall in the area or passing by out at sea. The flooding and wind damage associated with such storms can leave residents without electricity for extended periods. In extreme cases, damage to homes and infrastructure can also occur. As climate change increases the frequency and intensity of these storms, the risk for property damage and injury or loss of life rises.

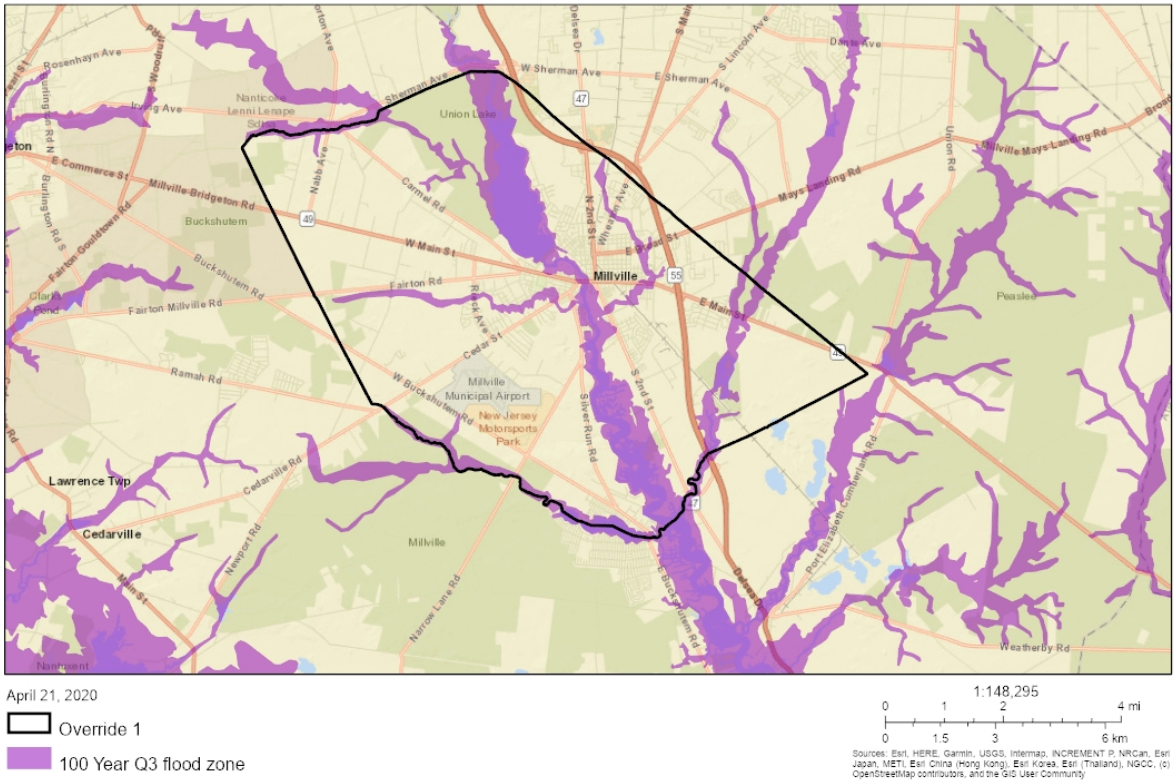
With the Maurice River running through the City, flooding is also a potential problem here.

In extreme cases, damage to homes and infrastructure can also occur. As climate change increases the frequency and intensity of these storms, the risk for property damage and injury or loss of life rises.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

Mobile homes and older housing are especially vulnerable to natural disasters. These types of housing tend to be occupied to a greater extent by lower income residents.

100 Year Flood Plain - Consolidated Plan and Continuum of Care Planning Tool



April 21, 2020

Override 1

100 Year Q3 flood zone

1:148,295

0 1 2 4 mi

0 1.5 3 6 km

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

Strategic Plan

SP-05 Overview

Strategic Plan Overview

It is the intention of the City of Millville to invest its limited federal Community Development Block Grant funds in ways that will garner long-term, sustainable results. For this reason the City has carefully examined its needs for affordable housing, public facilities and infrastructure, public services and blight elimination.

With limited CDBG funding – typically less than $300,000 per year - the City has relied on dedicated partners in the non-profit sector to maximize the impact of CDBG dollars. While decisions beyond the first year will be based on activity results and needs assessed as those years are planned, it is the City's intention at the start of this 5-year cycle to address a variety of the Priority Needs identified in this plan by varying the activities it supports over the life of the Plan.

Details of the needs, goals and planned activities follow in the various sub-sections of this Strategic Plan.

OMB Control No: 2506-0117 (exp. 06/30/2018)

SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

Geographic Area

Table 18 - Geographic Priority Areas

1	**Area Name:**	City of Millville
	Area Type:	Grantee jurisdiction
	Other Target Area Description:	Grantee jurisdiction
2	**Area Name:**	Low-mod residential areas
	Area Type:	Comprehensive
	Other Target Area Description:	Comprehensive

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction

Most of Millville's CDBG funding will be available throughout the City because low-mod residents, including presumed benefit groups, reside throughout the City.

It is expected that during the 5-year Consolidated Plan period, a limited number of activities, including code enforcement and public improvements, will be conducted on a Low-Mod Area (LMA) basis in eligible residential areas.

OMB Control No: 2506-0117 (exp. 06/30/2018)

SP-25 Priority Needs - 91.415, 91.215(a)(2)

Priority Needs

Table 19 – Priority Needs Summary

1	**Priority Need Name**	Affordable housing
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Elderly Frail Elderly Persons with Physical Disabilities
	Geographic Areas Affected	Grantee jurisdiction
	Associated Goals	Preserve existing housing stock
	Description	Both the preservation of existing affordable housing through an active residential rehabilitation program and the creation of new affordable units using HOME Consortium funding.
	Basis for Relative Priority	Data, consultation, and public input all reveal a need for affordable housing opportunities in the City.
2	**Priority Need Name**	Public services
	Priority Level	High

OMB Control No: 2506-0117 (exp. 06/30/2018)

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	Grantee jurisdiction
	Associated Goals	Support public services
	Description	Support for services that benefit eligible residents, including presumed benefit segments of the population such as elderly, the homeless and disabled adults.
	Basis for Relative Priority	Data, consultation, and public input all reveal a need for public services in the City.
3	**Priority Need Name**	Neighborhood improvements
	Priority Level	High

OMB Control No: 2506-0117 (exp. 06/30/2018)

	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Non-housing Community Development
	Geographic Areas Affected	Comprehensive
	Associated Goals	Eliminate blight Real property improvements
	Description	Improvements in eligible residential areas to public infrastructure, including streets, water and sewer, and parks as well as code enforcement.
	Basis for Relative Priority	Data, consultation, and public input all reveal a need for public improvements and code enforcement in the City.
4	**Priority Need Name**	Public facilities
	Priority Level	High

OMB Control No: 2506-0117 (exp. 06/30/2018)

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	Grantee jurisdiction
	Associated Goals	Improve public facilities
	Description	Improvements to both municipal properties and non-profit facilities that serve eligible populations.
	Basis for Relative Priority	Aging facilities and increasing demand lead to a need to expand and rehabilitate eligible public facilities.
5	**Priority Need Name**	Economic development
	Priority Level	Low

OMB Control No: 2506-0117 (exp. 06/30/2018)

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Non-housing Community Development
	Geographic Areas Affected	Grantee jurisdiction
	Associated Goals	Support economic development
	Description	Support for efforts to attract and retain businesses to the City and to provide training and connections between residents and opportunity.
	Basis for Relative Priority	While economic development is recognized as a vital component to Millville's future, the designation here as a low-priority goal reflects the fact that it will mostly be supported by non-CDBG resources.
6	**Priority Need Name**	Administration and planning
	Priority Level	High

OMB Control No: 2506-0117 (exp. 06/30/2018)

Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
Geographic Areas Affected	Grantee jurisdiction Comprehensive
Associated Goals	Administration and Planning
Description	Administration and planning for the City's CDBG program and local activities under the HOME Consortium.
Basis for Relative Priority	Effective, efficient management of CDBG and HOME resources is the foundation of all benefits those resources bring to the City.

OMB Control No: 2506-0117 (exp. 06/30/2018)

Narrative (Optional)

Though HUD program funding is not guaranteed from year to year and does, in fact, fluctuate annually, Millville and all other grantees are required to set out a plan for the entire five-year period. This plan is based on an assumption of relatively level funding for years 2 through 5. Adjustments will be made with each Annual Action Plan for those subsequent years, but the priorities established in this Consolidated Plan and enumerated above will continue to guide decisions going forward.

SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

Introduction

Millville's CDBG allocation for 2020 is $298,780. The Vineland/Millville/Bridgeton/Fairfield/Pittsgrove HOME Consortium allocation for 2020 is $618,842, of which approximately $141,000 is designated for Millville.

The expected amount for the remainder of the Con Plan entered below is approximately 4 times the Year 1 allocation.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	298,780	0	0	298,780	1,150,000	Expected amount for remainder of Con Plan is approximately 4 times the Year 1 allocation

Table 20 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

OMB Control No: 2506-0117 (exp. 06/30/2018)

The City provides only a portion of the cost of activities: affordable housing, public facilities/infrastructure or public services. CDBG funds for public services activities is matched with numerous state funding sources and local donations. Most public facilities /infrastructure projects are primarily funded through state grants and City Bonds with CDBG being local match or providing for a funding gap.

With respect to affordable housing, HOME funds require a 25% match from other sources, but with the limited HOME budget, the other funding sources generally exceed the City's HOME investment.

If appropriate, describe publically owned land or property located within the state that may be used to address the needs identified in the plan

The Millville Public Library and several public schools are expected to be venues for some of the public services funded under this plan. In years 2 through 5 of the Consolidated Plan, public parks, streets or utility lines may also be used to address the needs identified in the plan.

Discussion

The planning, coordination and leveraging that is part of every Consolidated Plan and every Annual Action plan within it helps assure that CDBG and HOME funds are used as efficiently as possible to benefit as many eligible residents as possible.

OMB Control No: 2506-0117 (exp. 06/30/2018)

SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
MILLVILLE	Government	Economic Development Ownership Planning neighborhood improvements public facilities public services	Jurisdiction
HELP & HOPE MINISTRIES	Community/Faith-based organization	Homelessness public services	Jurisdiction
SHINE Ministries/First United Methodist Church	Community/Faith-based organization	public services	Jurisdiction
Millville Public Library	Public institution	public services	Jurisdiction
Millville Police Athletic League	Non-profit organizations	public services	Jurisdiction
THE ARC OF CUMBERLAND COUNTY	Non-profit organizations	public services	Region
Riverfront Renaissance Center for the Arts	Non-profit organizations	public services	Jurisdiction
Millville Development Corporation	Non-profit organizations	Economic Development	Jurisdiction
Rural Development Corporation-Cumberland Family Shelter	Non-profit organizations	Homelessness	Region
Easter Seals New Jersey, Inc.	Non-profit organizations	public services	Jurisdiction

Table 21 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The primary strength of this delivery system is the remarkable dedication of the people who man the front lines of the often small non-profit organizations that provide many of the public services. These groups are often extremely underfunded given the needs they seek to address but continue to deliver quality services in a wide variety of fields.

Similarly, the public sector activities provided by City staff and contractors provide quality and quantity of results despite funding constraints.

The largest gap, or weakness, in this system is that it is stretched incredibly thin. Many of the key components rely on one person or a very few individuals to make them work. There is little time or depth of personnel to develop succession strategies or expand funding streams.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance	X		X
Mortgage Assistance	X		
Rental Assistance	X	X	
Utilities Assistance	X	X	
Street Outreach Services			
Law Enforcement	X	X	
Mobile Clinics			
Other Street Outreach Services	X	X	X
Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care	X		
Education	X		
Employment and Employment Training	X		
Healthcare	X	X	
HIV/AIDS	X	X	X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X	X	
Other			

Table 22 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The Cumberland Family Shelter, the County's only homeless shelter, provides case management to connect to support services. It also provides transportation from its remote location to services in the County's three cities.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

Challenges:

- Budgetary shortages and related staffing issues
- Reluctance of some who need services to comply with programmatic requirements

Strengths:

- Dedicated and creative staffs

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

Steps for overcoming gaps and challenges: continued vigilance for additional funding opportunities for the City and its various partners. Information gathering and sharing when it comes to networking, technical assistance and funding will continue to be a priority.

There will also be continued emphasis on inter-agency communication and coordination in an effort to make maximum use of the resources currently available.

City staff will take advantage of community development training and networking opportunities to stay informed on best practices and new approaches to solving problems common to many similar programs.

SP-45 Goals - 91.415, 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve existing housing stock	2020	2024	Affordable Housing	City of Millville	Affordable housing	CDBG: $275,280	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Support public services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Millville	Public services	CDBG: $217,000	Public service activities other than Low/Moderate Income Housing Benefit: 7000 Persons Assisted
3	Eliminate blight	2020	2024	Non-Housing Community Development	City of Millville Low-mod residential areas	Neighborhood improvements	CDBG: $400,000	Buildings Demolished: 10 Buildings
4	Real property improvements	2020	2024	Non-Housing Community Development	Low-mod residential areas	Neighborhood improvements	CDBG: $224,000	Housing Code Enforcement/Foreclosed Property Care: 5 Household Housing Unit
5	Improve public facilities	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Millville	Public facilities	CDBG: $13,500	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted

OMB Control No: 2506-0117 (exp. 06/30/2018)

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Support economic development	2021	2024	Non-Housing Community Development	City of Millville	Economic development	CDBG: $30,000	Businesses assisted: 6 Businesses Assisted
7	Administration and Planning	2020	2024	Administration	City of Millville Low-mod residential areas	Administration and planning	CDBG: $289,000	Other: 5 Other

Table 23 – Goals Summary

Goal Descriptions

1	**Goal Name**	Preserve existing housing stock
	Goal Description	Continue a program of interest-free loans to improve the homes of income-eligible households.
2	**Goal Name**	Support public services
	Goal Description	Operating support for a wide variety of public services that benefit eligible populations.
3	**Goal Name**	Eliminate blight
	Goal Description	Removal of blighted properties on either an Area or Spot basis.

OMB Control No: 2506-0117 (exp. 06/30/2018)

4	**Goal Name**	Real property improvements
	Goal Description	Improvements to real property to stem the growth of blight.
5	**Goal Name**	Improve public facilities
	Goal Description	Improvements to both municipal properties and non-profit facilities that serve eligible populations.
6	**Goal Name**	Support economic development
	Goal Description	Support for efforts to attract and retain businesses to the City and to provide training and connections between residents and opportunity. Examples include a facade program for downtown businesses. No activities are planned for this goal in the first year of this Consolidated Plan.
7	**Goal Name**	Administration and Planning
	Goal Description	Administration and planning for the City's CDBG program and local activities under the HOME Consortium.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

The HOME Consortium as a whole will provide approximately 5 affordable units during the period covered by this Consolidated Plan, at least 2 of which will be in Millville. These units will be homeowner units and because of the financial requirements of home ownership, it is likely that all will be sold to moderate-income households.

OMB Control No: 2506-0117 (exp. 06/30/2018)

SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

Lead hazards are addressed during housing rehabilitation efforts. All pre-1978 homes that receive rehabilitation assistance that involves painted surfaces are tested for the presence of lead-based paint. When evidence of paint is found, relevant steps are taken, usually lead safe work practices and interim controls, all using qualified contractors. Efforts to reduce exposure to lead paint begin with initial inspections, review of hazard assessments, relevant modifications to work write-ups, interim inspections and final inspections and clearance testing.

Homebuyer projects are usually new construction, so lead paint isn't an issue. In the event that rehabilitation of existing homes is added to the program, appropriate steps for lead control or abatement will be followed.

How are the actions listed above integrated into housing policies and procedures?

They are written into the relevant policy and procedures manuals.

SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

Millville is an active participant in municipal, Cumberland County and regional economic development programs that aim to increase opportunities and training for residents. Most of these efforts are supported by non-CDBG resources, but target the same low- and moderate-income populations served by the City's CDBG program.

In addition, CDBG-funded and HOME-funded activities address factors contributing to poverty by providing support in the areas of housing, educational services and information, mentoring and healthy recreational programs for youth and neighborhood stabilization and improvement.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

There are cross-referrals of program participants among City services so that, for instance, if someone is seeking employment or training assistance, they are also made aware of housing resources - from rehab to shelter to housing education - that are available in the City and region.

Further, the use of CDBG and especially HOME funds is planned with a knowledge of the type of housing most in demand, including size, tenure and location.

SP-80 Monitoring - 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Millville's Community Development Program has developed standards and procedures for ensuring that the recipients of Community Development and HOME funds meet the purposes of the appropriate legislation and regulations, and that funds are disbursed in a timely fashion.

Those standards and procedures for monitoring are designed to ensure that:

1) Objectives of federal CDBG and HOME statutes and regulations are met,

2) Program activities are progressing in compliance with the specifications and schedule for each program, and

3) Recipients are in compliance with other applicable laws, implementing regulations, including Davis-Bacon and related labor requirements, and with the requirements to affirmatively further fair housing and minimize displacement of low-income households.

4) For the housing rehabilitation assistance program, the City will continue to require conformance with:

- Section 504 Handicapped Accessibility
- Section 106 Historic Preservation
- Housing Quality Standards
- Lead-Based Paint regulations
- Displacement / Relocation regulations

The Office of Community Development reviews all proposed activities for eligibility under statutory and regulatory requirements, and for meeting identified needs in this plan.

Both the Annual Action Plan and the Consolidated Plan are monitored through the use of checklists and forms to facilitate uniform monitoring of program activities.

Fiscal monitoring will include review and approval of budgets, compliance with executed Grant Agreements, review and approval of vouchers, review of fiscal reports on a monthly basis and a review of municipal and non-profit audits on an annual basis.

Monitoring will occur through on-site monitoring visits. These visits will occur as necessary, but will be conducted at least once a year. Labor compliance monitoring will be conducted through weekly certified payrolls and on-site visits during the work period.

Minority Business Outreach - The City encourages participation by minority-owned businesses in CDBG and HOME assisted activities and maintains records concerning the participation of minority-owned businesses to assess the results of its efforts and to complete the semiannual "Minority Business Enterprise Report" to HUD. Qualified minority contractors are encouraged to bid on properties participating in the Housing Rehabilitation Program.

Comprehensive Planning Requirements - To ensure compliance with the comprehensive planning requirements of the Consolidated Plan process, Vineland reviews the process on an ongoing basis. The review ensures compliance with federal requirements concerning citizen participation and consistency of actions taken with those specified in the "Citizen Participation Plan." Records documenting actions taken are maintained for each program year.

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Millville's CDBG allocation for 2020 is $298,780. The Vineland/Millville/Bridgeton/Fairfield/Pittsgrove HOME Consortium allocation for 2020 is $618,842, of which approximately $141,000 is designated for Millville.

The expected amount for the remainder of the Con Plan entered below is approximately 4 times the Year 1 allocation.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	298,780	0	0	298,780	1,150,000	Expected amount for remainder of Con Plan is approximately 4 times the Year 1 allocation

Table 24 - Expected Resources – Priority Table

OMB Control No: 2506-0117 (exp. 06/30/2018)

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City provides only a portion of the cost of activities: affordable housing, public facilities/infrastructure or public services. CDBG funds for public services activities is matched with numerous state funding sources and local donations. Most public facilities /infrastructure projects are primarily funded through state grants and City Bonds with CDBG being local match or providing for a funding gap.

With respect to affordable housing, HOME funds require a 25% match from other sources, but with the limited HOME budget, the other funding sources generally exceed the City's HOME investment.

OMB Control No: 2506-0117 (exp. 06/30/2018)

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The Millville Public Library and several public schools are expected to be venues for some of the public services funded under this plan. In years 2 through 5 of the Consolidated Plan, public parks, streets or utility lines may also be used to address the needs identified in the plan.

Discussion

The planning, coordination and leveraging that is part of every Consolidated Plan and every Annual Action plan within it helps assure that CDBG and HOME funds are used as efficiently as possible to benefit as many eligible residents as possible.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve existing housing stock	2020	2024	Affordable Housing	City of Millville	Affordable housing	CDBG: $55,000	Homeowner Housing Rehabilitated: 2 Household Housing Unit
2	Support public services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Millville	Public services	CDBG: $44,817	Public service activities other than Low/Moderate Income Housing Benefit: 1425 Persons Assisted
3	Eliminate blight	2020	2024	Non-Housing Community Development	City of Millville Low-mod residential areas	Neighborhood improvements	CDBG: $85,000	Buildings Demolished: 2 Buildings Housing Code Enforcement/Foreclosed Property Care: 200 Household Housing Unit
4	Real property improvements	2020	2024	Non-Housing Community Development	City of Millville Low-mod residential areas	Neighborhood improvements	CDBG: $52,707	Housing Code Enforcement/Foreclosed Property Care: 5 Household Housing Unit

OMB Control No: 2506-0117 (exp. 06/30/2018)

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Improve public facilities	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Millville	Public facilities	CDBG: $1,500	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
6	Administration and Planning	2020	2024	Administration	City of Millville Low-mod residential areas	Administration and planning	CDBG: $59,756	Other: 1 Other

Table 25 – Goals Summary

Goal Descriptions

1	**Goal Name**	Preserve existing housing stock
	Goal Description	This goal will be met through the continuation of the City's housing rehab program (Project 2).
2	**Goal Name**	Support public services
	Goal Description	Activities intended to meet this goal include public services (Projects 3 through 9).
3	**Goal Name**	Eliminate blight
	Goal Description	This goal will be met through Projects 11 and 12.
4	**Goal Name**	Real property improvements
	Goal Description	This goal will be met through Project 13.

OMB Control No: 2506-0117 (exp. 06/30/2018)

5	**Goal Name**	Improve public facilities
	Goal Description	This goal will be met through Project 10.
6	**Goal Name**	Administration and Planning
	Goal Description	This goal will be met through Project 1.

OMB Control No: 2506-0117 (exp. 06/30/2018)

AP-35 Projects - 91.420, 91.220(d)

Introduction

Millville plans a mix of activities in FY 2020 to address a wide range of challenges for those populations. Housing rehab, a variety of public services and blight elimination are among the approaches to improving neighborhoods, houses and, most importantly, families in Millville.

#	Project Name
1	Administration and Planning - 2020
2	Housing rehab - 2020
3	Help & Hope programmatic - 2020
4	Our Future First - 2020
5	SHINE Ministries - 2020
6	Library programming - 2020
7	Police Athletic League - 2020
8	Riverfront Renaissance programming - 2020
9	Cumberland ARC - 2020
10	Help & Hope facilities - 2020
11	Code Enforcement - 2020
12	Blight elimination - 2020
13	Property improvements - 2020

Table 26 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

In allocating CDBG and HOME funds, the City endeavored to fund activities that were deemed to have the greatest benefit to residents in a timely, efficient manner. The aim was to provide benefits in coordination with other support structures so as to avoid redundancy.

The system for establishing the priority for the selection of these projects in Millville is predicated upon the following criteria:

- Meeting the statutory and regulatory requirements of the CDBG and HOME Programs
- Meeting the needs of low- and moderate-income residents
- Focusing on low- and moderate-income areas or neighborhoods
- Coordination and leveraging of resources
- Response to expressed needs
- Sustainability and/or long-term impact, and
- The ability to demonstrate measurable progress and success.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	Administration and Planning - 2020
	Target Area	City of Millville Low-mod residential areas
	Goals Supported	Administration and Planning
	Needs Addressed	Administration and planning
	Funding	CDBG: $59,756
	Description	General planning and administration of the CDBG program.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	Compliant administration of the CDBG program will benefit several thousand Millville residents, the majority of whom will be low-moderate income residents.
	Location Description	12 S. High St., Millville, NJ
	Planned Activities	Planning and administration of the CDBG program, including planning, recordkeeping and reporting.
2	**Project Name**	Housing rehab - 2020
	Target Area	City of Millville
	Goals Supported	Preserve existing housing stock
	Needs Addressed	Affordable housing
	Funding	CDBG: $55,000

OMB Control No: 2506-0117 (exp. 06/30/2018)

	Description	Loans to income-eligible homeowners to assist with necessary housing repairs. Includes funds for project delivery costs.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	2 households, all at 80% or less of Area Median Income. Additional units will be improved through the use of HOME funds.
	Location Description	Program will be available citywide. Specific locations to be determined.
	Planned Activities	Loans to income-eligible homeowners to assist with necessary housing repairs. Includes intake, eligibility verification, spec writing, property inspections, bidding, contractor selection and recordkeeping.
3	**Project Name**	Help & Hope programmatic - 2020
	Target Area	City of Millville
	Goals Supported	Support public services
	Needs Addressed	Public services
	Funding	CDBG: $9,317
	Description	Operating support for food pantry that serves homeless and other very low income residents.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	At least 1,000 unduplicated residents are expected to benefit from this activity. They will be primarily low and very low income individuals and families, some of them homeless.
	Location Description	The food pantry is located at 214 Howard St. in Millville.
	Planned Activities	Support for the operation of a food pantry, including the purchase of food.
	Project Name	Our Future First - 2020

OMB Control No: 2506-0117 (exp. 06/30/2018)

4	**Target Area**	City of Millville
	Goals Supported	Support public services
	Needs Addressed	Public services
	Funding	CDBG: $1,000
	Description	Support for non-profit serving low-income households with a shoe drive and holiday meals and gifts.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	25 individuals, primarily from low- and moderate-income households.
	Location Description	12 S. High St., Millville, NJ
	Planned Activities	Support for non-profit serving low-income households with a shoe drive and holiday meals and gifts.
5	**Project Name**	SHINE Ministries - 2020
	Target Area	City of Millville
	Goals Supported	Support public services
	Needs Addressed	Public services
	Funding	CDBG: $15,000
	Description	Support for an after-school program for low-mod income youths.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	100 youths and their families, mostly from low-moderate income households.

OMB Control No: 2506-0117 (exp. 06/30/2018)

	Location Description	Program is located at 8 E. Mulberry St., Millville, NJ
	Planned Activities	Funding is for general operating support for the program and may include funds are for snacks, coats, gloves, field trip and transportation for the program.
6	**Project Name**	Library programming - 2020
	Target Area	City of Millville
	Goals Supported	Support public services
	Needs Addressed	Public services
	Funding	CDBG: $2,000
	Description	Support for activities for Seniors.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	At least 50 Millville residents, aged 62 and above
	Location Description	The Library is located at 210 Buck St., Millville, NJ.
	Planned Activities	Support for exercise, nutrition and recreational/socialization activities for Millville senior citizens.
7	**Project Name**	Police Athletic League - 2020
	Target Area	City of Millville
	Goals Supported	Support public services
	Needs Addressed	Public services
	Funding	CDBG: $10,500
	Description	Support for youth recreational program that primarily benefits low-mod income residents.
	Target Date	12/31/2021

OMB Control No: 2506-0117 (exp. 06/30/2018)

	Estimate the number and type of families that will benefit from the proposed activities	At least 200 youths, ages 5 to 17, primarily from low- and moderate-income families.
	Location Description	Events take place at various locations, both in Millville and elsewhere. Venues include local schools and recreational fields as well as field trips to various events.
	Planned Activities	Support for youth recreational program that primarily benefits low-mod income residents. Examples of activities include wrestling, bowling, basketball and more.
8	**Project Name**	Riverfront Renaissance programming - 2020
	Target Area	City of Millville
	Goals Supported	Support public services
	Needs Addressed	Public services
	Funding	CDBG: $5,000
	Description	Support for arts programming for seniors and for youth primarily from low-mod income families.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	15 seniors and 15 youths, primarily from low- and moderate-income families.
	Location Description	The Riverfront Renaissance Center for the Arts is located at 22 N. High St., Millville, NJ. Programming will take place there as well as at local after-school program venues and at senior centers in the City.
	Planned Activities	Support for arts programming for seniors and for youth primarily from low-mod income families.
	Project Name	Cumberland ARC - 2020

OMB Control No: 2506-0117 (exp. 06/30/2018)

9	**Target Area**	City of Millville
	Goals Supported	Support public services
	Needs Addressed	Public services
	Funding	CDBG: $2,000
	Description	Support for a program that provides healthy living and recreational programming for developmentally disabled adults.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	20 developmentally disabled adults from Millville
	Location Description	Services and activities will take place at the Evanoff Center, 1680 W. Sherman Ave., Vineland. Program is open to developmentally disabled adults from throughout the County, including the City of Millville.
	Planned Activities	Support for a program that provides healthy living and recreational programming for developmentally disabled adults.
10	**Project Name**	Help & Hope facilities - 2020
	Target Area	City of Millville
	Goals Supported	Improve public facilities
	Needs Addressed	Public facilities
	Funding	CDBG: $1,500
	Description	Support for improvements to a food pantry that serves homeless and other very low income residents.
	Target Date	12/31/2021

OMB Control No: 2506-0117 (exp. 06/30/2018)

	Estimate the number and type of families that will benefit from the proposed activities	At least 1,000 unduplicated residents are expected to benefit from this activity. They will be primarily low and very low income individuals and families, some of them homeless.
	Location Description	The food pantry is located at 214 Howard St. in Millville.
	Planned Activities	Support for improvements to a food pantry that serves homeless and other very low income residents.
11	**Project Name**	Code Enforcement - 2020
	Target Area	Low-mod residential areas
	Goals Supported	Eliminate blight
	Needs Addressed	Neighborhood improvements
	Funding	CDBG: $30,000
	Description	Support for a program of code enforcement in Center City Millville with an area-wide LMI % of 51% or greater. Enforcement is being done in conjunction with the City's residential rehab program and blight elimination.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	All of the 8,600 residents of the project's service area will benefit, but accomplishments will be measured in terms of households inspected, which is expected to be at least 200.
	Location Description	The service area for this project consists of the following: Census Tract 301.00, Block Group 1; Census Tract 302.00, Block Groups 2, 3, 4 and 5; Census Tract 303.00, Block Groups 1 and 2.
	Planned Activities	Concentrated code enforcement, including site inspections, follow-up notifications, follow-up inspections and, if necessary, court appearances.
	Project Name	Blight elimination - 2020

OMB Control No: 2506-0117 (exp. 06/30/2018)

12	**Target Area**	City of Millville Low-mod residential areas
	Goals Supported	Eliminate blight
	Needs Addressed	Neighborhood improvements
	Funding	CDBG: $55,000
	Description	Blight elimination on an area or spot basis, consisting of clearance or rehab of eligible properties.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Cannot be determined until specific sites are known, providing extent of the project's impact.
	Location Description	To be determined.
	Planned Activities	Blight elimination on an area or spot basis, consisting of clearance or rehab of eligible properties.
13	**Project Name**	Property improvements - 2020
	Target Area	City of Millville Low-mod residential areas
	Goals Supported	Real property improvements
	Needs Addressed	Neighborhood improvements
	Funding	CDBG: $52,707
	Description	Funds are to be used for the acquisition, disposition, clearance or other eligible activity for real properties.
	Target Date	12/31/2021

OMB Control No: 2506-0117 (exp. 06/30/2018)

	Estimate the number and type of families that will benefit from the proposed activities	Cannot be determined until locations are known.
	Location Description	To be determined.
	Planned Activities	Funds are to be used for the acquisition, disposition, clearance or other eligible activity for real properties.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Activities are divided into two categories - those that will be available citywide and those that will specifically benefit low-mod income areas. The 2020 Project that is limited to the low-mod benefit area is Code Enforcement, which will take place primarily in the Center City area, which is an area of concentration of low-income and minority residents.

Geographic Distribution

Target Area	Percentage of Funds
City of Millville	90
Low-mod residential areas	10

Table 27 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Those needing the assistance of most activities are not concentrated geographically. Seniors and others benefiting from housing rehab and public services reside throughout the City. Similarly, blight occurs in different parts of Millville and while the bulk of blight elimination funding will likely be used in low-mod areas, the City wishes to retain the flexibility to address these issues wherever they arise.

Discussion

The geographic distribution described above allows Millville to adhere to its funding allocation principals, specifically:

* abiding by CDBG and HOME regulations

* putting the most resources where the greatest need is

* using resources in the most efficient and effective manner.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

This section summarizes by various categories the anticipated benefits and impacts of the activities contained in this Annual Action Plan. The individual goals and aims of these activities are described in AP-35 the Projects Section, but this section shows how multiple activities reinforce each other in addressing broad areas of community development.

Actions planned to address obstacles to meeting underserved needs

The primary obstacle to meeting underserved needs is a lack of funds. There are many needs in all of the areas - public facilities, public services, infra-structure, and economic development – and municipal resources go only so far.

The City, through both staff and consultants, is constantly looking for additional funding sources to address the unmet needs identified in our community. We routinely attract state, federal, regional and private funding for improvements and services that aide the community at large and lower income neighborhoods and residents in particular. Those efforts will certainly continue during 2020.

The development of more and better jobs for low and moderate income persons would help reduce the scale or scope of needs as well. In this vein, the City undertakes economic development projects to attract and retain employers and works with local and regional job training entities to enhance residents' work skills.

Actions planned to foster and maintain affordable housing

The City's residential rehab program maintains affordable housing. The program is funded with CDBG and HOME funds.

Millville also uses HOME funds to support the production of new affordable housing units.

Actions planned to reduce lead-based paint hazards

Millville's residential rehab program will help reduce lead-based paint hazards in two ways:

- Education - by providing homeowners with information on the risk of lead-based paint, particularly to small children, and with information on how to reduce those risks.
- Testing & clearance - for all pre-1978 housing in the residential rehab program where painted surfaces will be disturbed or are found to be deteriorated, the program will conduct a lead risk assessment and address any lead paint hazards through lead safe work practices, interim controls or abatement, as appropriate and in compliance with HUD and EPA regulations

regarding lead paint.

The City's anti-poverty strategy is linked to the Economic Programs that have been implemented and operated for several years. The objective of poverty reduction requires programming for broad areas including job training and placement, public services, education and basic skills development. The overriding principle, however, is to create new jobs and opportunities for households with incomes below the poverty level. It is only through comprehensive, coordinated strategies that nurture skills and provide opportunities to gain and retain employment and thus improve the quality of life that people can improve their situation.

Cumberland County and the City of Millville are part of the **South Jersey Economic Development District** (SJEDD). As such they are included in the district's Comprehensive Economic Development Strategy (CEDS) document, and benefit from projects funded by the US Economic Development Administration (USEDA). The CEDS document is a comprehensive analysis of the area economy, including that of the City of Millville, and a strategy for the continued growth, prosperity and economic strength of the district, which includes Atlantic, Cape May, Cumberland, and Salem Counties. The strategy includes projects and programs concerned with:

Developable land

Skilled labor force

Financial resources

New and expanding markets

Transportation

Quality of Life

Technology oriented industrial development

The CEDS Committee monitors economic activity in the region and recommends program and project activities, as well as nominating projects for grant funding each year. Millville is a member of the CEDS Committee, and participates in its regular meetings.

Millville is also a part of the **Cumberland County Federal Empowerment Zone**. This designation is intended to spur the redevelopment of Millville and the other communities in the Zone by directing significant grant and loan funding to the communities. The Empowerment Zone has three basic strategies aimed at improving economic conditions throughout the area. The first is to assist firms that wish to move into or expand in the Empowerment Zone. The second strategy is to establish small businesses, while the third is to renovate and upgrade the areas to make them attractive to businesses and to improve the quality of life for residents. Significant resources will also be allocated to job

training, youth services and transportation.

Millville, along with neighboring Vineland, is also a **New Jersey Urban Enterprise Zone (UEZ)**, a state program intended to reduce unemployment and induce private capital investment through the use of tax incentives, and the return of state sales tax revenues directly to the community.

Actions planned to develop institutional structure

The City will implement the Annual Action Plans through the efforts of public, private, non-profit, and for-profit organizations to meet the stated goals and objectives. This network of partnerships is crucial to the efficient, effective delivery of benefits.

The City actively seeks new partnerships and resources to further the goals of the Consolidated Plan and Annual Action Plan.

Actions planned to enhance coordination between public and private housing and social service agencies

As a common partner with so many of the public and private housing and social service providers, the Millville Community Development Program has been a natural conduit for communication and interaction among these entities. The CD Program will continue to serve in that capacity while respecting the autonomy and uniqueness of each partner.

Discussion

This section summarizes by various categories the anticipated benefits and impacts of the activities contained in this Annual Action Plan. The individual goals and aims of these activities are described in AP-35 the Projects Section, but this section shows how multiple activities reinforce each other in addressing broad areas of community development.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

The City of Millville has identified all CDBG and HOME activities to be undertaken in FY 2020 in PR-35, the Projects Section, including administrative, public services, public facilities and affordable housing.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	**0**

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

OMB Control No: 2506-0117 (exp. 06/30/2018)

RESOLUTION NO. _____-2020

AWARDING A PROFESSIONAL SERVICES CONTRACT TO EMS CONSULTING SERVICES

WHEREAS, the City of Millville (hereinafter referred to as "Municipality") having unsuccessfully twice advertised for proposals to contractors to serve as Medical Director EMS, now desires to retain **EMS CONSULTING SERVICES** (hereinafter referred to as "Contractor") to act as Medical Director of EMS for the Municipality; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et seq.*, provides that contracts for professional services may be awarded without public advertisement therefore; and

WHEREAS, Millville City Code § 2-64.2 provides that Professional Services Contracts in excess of $17,500.00 may be awarded pursuant to a **Fair and Open Process** provided the need for the services is critical and the Board of Commissioners finds that it is so; and

WHEREAS, under the Local Public Contracts Law, the subject contract is a contract for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual entity providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual or entity and the municipality; and

(B) The services required are highly specialized or technical in nature; and

(C) The services require peculiar ability or skill and demand a high degree of specialized knowledge or expertise; and

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding; and

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required; and

(F) The individual or entity who will perform these services is held to and fully adheres to the strict ethical standards that govern the involved profession; and

(G) The services include advice to and consultation with the municipality that require both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the municipal officials such that competitive bidding is not feasible or practical; and

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Millville, County of Cumberland and State of New Jersey that:

1. All of the statements of the preamble are incorporated herein by this reference thereto as though the same were set forth at length.

2. The Mayor and City Clerk be and they are hereby authorized to execute a Professional Services Contract retaining EMS CONSULTING SERVICES in an amount not to exceed $13,750.00 the form annexed hereto as Exhibit "A" with the

term of that agreement commencing on May 6, 2020 and terminating on May 5, 2021.

3. The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby incorporated into the contract by reference and the contractor is bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.

4. This Resolution shall only be effective when a copy of a certification of availability of funds prepared by Chief Financial Office of the City is attached hereto.

5. The Business Disclosure Entity Certification and the determination of value shall be placed on file with this Resolution.

6. A notice of the letting of this contract shall be published in the City's official newspaper within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the Contract are on file and available for public inspection in the office of the City Clerk.

7. This Resolution only shall become effective when a copy of the New Jersey Business Registration Certificate of the Contractor herein is submitted to the City of Millville pursuant to the provisions of N.J.S.A. 52:32-44b(1) and a copy of that New Jersey Business Registration Certificate shall be placed on file with this Resolution.

Moved By: _____
Seconded By: _____

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I certify that the foregoing is a true copy of a Resolution adopted by the Board of Commissioners, of the City of Millville in the County of Cumberland, at a meeting thereof held on _____, 2020.

_____
Jeanne M. Hitchner, City Clerk

RESOLUTION NO._____

WHEREAS, the City is required to advertise and received sealed bids for items purchased in the fiscal year that have a cost exceeding in total or aggregate the amount set forth in, or the amount calculated by the Governor pursuant to, N.J.S.A. 40A:11-3, except by State Contract; and

WHEREAS, the City of Millville received bids on April 15, 2020 for the City of Millville Emergency Medical Technicians' Uniforms and

WHEREAS, the City has adequate funds appropriated for this equipment;

NOW, THERFORE, BE IT RESOLVED, by the Board of Commissioners of the City of Millville, County of Cumberland and State of New Jersey that that a contract be awarded to contract to Action Uniform Co, LLC, 3164 Fire Road, Egg Harbor Township, NJ 08234 for:

1. EMS Style Pants $ 62.00
2. EMS Uniform Shirt $ 69.00
3. EMS Polo Shirt $ 52.00
4. Water Resistant Jacket $159.00

Pricing includes Embrodiery, Sewing patches, alterations, and oversize pricing.

Moved By:
Seconded By:

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Bruce L. Cooper				
Joseph Pepitone				

CERTIFICATION

I hereby certify that the foregoing is a true copy of Resolution adopted by the Board of Commissioners of the City of Millville, in the County of Cumberland, at a meeting thereof held _____.

_____
Jeanne M. Hitchner, City Clerk

RESOLUTION NO.

RESOLUTION AUTORIZING SECOND AMENDMENT TO CONSULTING AGREEMENT WITH HOLLY CITY DEVELOPMENT CORPORATION

WHEREAS, the City of Millville adopted Resolution 214-2019 awarding Holly City Development Corporation a contract to perform consulting services in connection with the New Jersey Department of Community Affairs 2019 Neighborhood Preservation Program Grant; and

WHEREAS, the City of Millville adopted Resolution 281-2019 amending said contract in response to substantive updates by Department of Community Affairs regarding the use of NPP grant resources; and

WHEREAS, said contract had a duration of one year from July 1, 2019 to June 30, 2020; and

WHEREAS, the City has been approved to amend the NPP plan in response to the Covid-19 Pandemic to implement a Small Business Covid-19 Pilot Program including hiring a Small Business Assistance Coordinator to meet with local businesses to identify their needs, conduct business assessments, leverage funding and recommend and report to the City; and

WHEREAS, said service contract shall be amended to an amount not to exceed the sum of $30,000.00 for Plan Preparation and Implementation and $15,000 to support contracting with a Small Business Assistance Coordinator for Implementation of the Small Business Covid-19 Pilot Program for a total of $45,000; and

WHEREAS, said services period shall be extended through December 31, 2020; and

WHEREAS, funds are now available and have been certified by the Chief Financial Officer; and

WHEREAS, said contract is being awarded in compliance with the non-fair and open process; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40A:11-1, et seq.) requires that the resolution authorizing the award of contract for professional services, and the contract itself, must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, the Mayor and City Clerk are hereby authorized to execute a second amendment to the Consulting Agreement with Holly City Development Corporation.

Moved By:

Seconded By:

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I certify that the foregoing is a true copy of Resolution adopted by the Board of Commissioners, of the City of Millville in the County of Cumberland, at a meeting thereof held on May 5, 2020.

_____

Jeanne M. Hitchner, City Clerk

RESOLUTION NO. _____-2020

RESOLUTION TERMINATING PROFESSIONAL SERVICES CONTRACT OF GRACE MARMERO & ASSOCIATES, LLP

WHEREAS, the Board of Commissioners of the City of Millville awarded a Professional Services Contract to Grace Marmero & Associates, LLP as City labor counsel by Resolution No. _____ adopted on _____; and

WHEREAS, the chief attorney in said firm who has been handling labor law matters on behalf of the City, Douglas Long, Esquire, recently entered a plea of guilty to certain criminal charges in the United States District Court; and

WHEREAS, the Board of Commissioners finds it to be in the best interest of the City to terminate the aforesaid Professional Services Contract; and

WHEREAS, said Professional Services Contract allows the City to terminate it at any time provided thirty (30) days written notice is given; and

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Millville, County of Cumberland and State of New Jersey that the Professional Services Contract awarded to Grace Marmero & Associates, LLP appointed said firm as City Labor Counsel by Resolution No. _____ adopted on _____ is hereby terminated effective June 4, 2020.

Moved By: _____

Seconded By: _____

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I certify that the foregoing is a true copy of a Resolution adopted by the Board of Commissioners, of the City of Millville in the County of Cumberland, at a meeting thereof held on _____, 2020.

_____
Jeanne M. Hitchner, City Clerk

RESOLUTION NO. _____-2020

AWARDING A PROFESSIONAL SERVICES CONTRACT TO GRUCCIO, PEPPER, DE SANTO & RUTH, PA

WHEREAS, the City of Millville (hereinafter referred to "Municipality") sought and obtained Requests for Proposals to perform professional services as labor counsel on behalf of the Municipality with **GRUCCIO, PEPPER, DE SANTO & RUTH, PA** (hereinafter referred to as "Contractor") having submitted a qualifying bid under the criteria set forth; and

WHEREAS, the City has terminated its contract with Grace Marmero & Associates, LLP to whom the City originally awarded the Contract; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et seq.,* provides that contracts for professional services may be awarded without public advertisement therefore; and

WHEREAS, Millville City Code § 2-64.3 provides that Professional Services Contracts in excess of $17,500.00 be awarded pursuant to a **Fair and Open Process**; and

WHEREAS, under the Local Public Contracts Law, the subject contract is a contract for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual entity providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual or entity and the municipality; and

(B) The services required are highly specialized or technical in nature; and

(C) The services require peculiar ability or skill and demand a high degree of specialized knowledge or expertise; and

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding; and

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required; and

(F) The individual or entity who will perform these services is held to and fully adheres to the strict ethical standards that govern the involved profession; and

(G) The services include advice to and consultation with the municipality that require both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the municipal officials such that competitive bidding is not feasible or practical; and

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Millville, County of Cumberland and State of New Jersey that:

1. All of the statements of the preamble are incorporated herein by this reference thereto as though the same were set forth at length.

2. The Mayor and City Clerk be and they are hereby authorized to execute a Professional Services Contract retaining GRUCCIO, PEPPER, DE SANTO & RUTH, PA in an amount not to exceed $60,000.00 the form annexed hereto as Exhibit "A" with the term of that agreement commencing on May 6, 2020 and terminating on December 31, 2020.

3. The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby incorporated into the contract by reference and the contractor is bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.

4. This Resolution shall only be effective when a copy of a certification of availability of funds prepared by Chief Financial Office of the City is attached hereto.

5. The Business Disclosure Entity Certification and the determination of value shall be placed on file with this Resolution.

6. A notice of the letting of this contract shall be published in the City's official newspaper within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the Contract are on file and available for public inspection in the office

of the City Clerk.

7. This Resolution only shall become effective when a copy of the New Jersey Business Registration Certificate of the Contractor herein is submitted to the City of Millville pursuant to the provisions of N.J.S.A. 52:32-44b(1) and a copy of that New Jersey Business Registration Certificate shall be placed on file with this Resolution.

Moved By: _____

Seconded By: _____

VOTING	In Favor	Against	Abstain	Absent
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I certify that the foregoing is a true copy of a Resolution adopted by the Board of Commissioners, of the City of Millville in the County of Cumberland, at a meeting thereof held on _____, 2020.

_____

Jeanne M. Hitchner, City Clerk

CITY OF MILLVILLE
COUNTY OF CUMBERLAND
STATE OF NEW JERSEY

PROFESSIONAL SERVICE AGREEMENT
GRUCCIO, PEPPER, DeSANTO & RUTH, PA

THIS AGREEMENT made this 5th day of May, 2020, between the CITY OF MILLVILLE hereinafter referred to as "CITY" and GRUCCIO, PEPPER, DeSANTO & RUTH, PA, hereinafter referred to as "CONTRACTOR".

WHEREAS, the CITY desires to engage the services of the CONTRACTOR to perform various services for the CITY as hereinafter provided, and

WHEREAS, the CONTRACTOR has represented that it is qualified by training and experience to perform the required services in the manner and on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties hereto agree as follows:

ARTICLE I: SCOPE OF SERVICES AND CONTRACT DOCUMENTS

A. **SCOPE OF SERVICES**: CONTRACTOR shall provide to the CITY the following services:

CITY LABOR COUNSEL

All services shall be provided in strict accordance with the requirements and or representations set forth in one or more of the following applicable documents, as checked below.

	The Request for Proposals issued by the CITY (Exhibit A)
X	The CONTRACTOR'S proposal (Exhibit B)
	Scope of Services Statement (Exhibit C)

In the event of any inconsistencies between the documents the language of the Agreement shall prevail, and the language of the other documents shall be deemed to have the following priority: Exhibit A, Exhibit C and Exhibit B.

B. **CONTRACT DOCUMENTS**: The Exhibits and Appendices to the Agreement checked below shall constitute integral parts of this Agreement and are hereby incorporated herein in their entirety, unless any portions thereof have been deleted or modified. These documents collectively shall constitute the agreement between the parties.

	Exhibit A (RFP)
X	Exhibit B (Proposal)
	Exhibit C (Scope of Services Statement)
X	Appendix I (Affirmative Action)
X	Appendix II (Americans with Disabilities Act)
	Appendix III (Pay to Play Disclosure)
X	Appendix IV (Schedule of Insurance)

ARTICLE II: PAYMENT

A. **AMOUNT, RATE, TIME & MANNER**: In accordance with the authorization granted by Resolution No. _____, adopted by the CITY on _____ the CONTRACTOR shall be compensated in an amount not to exceed $60,000.00 in full consideration of all services performed under this Agreement.

B. **CHANGE IN AMOUNT**. Any changes to the maximum compensation specified in Article II (A) shall only be effective if such additional compensation is expressly authorized by an amendatory resolution duly adopted by the CITY. Even if the Agreement calls for the provision of services on an hourly rate or other unit price basis or if the Agreement allows for payment of specified reimbursable expenses, CONTRACTOR, understands that CONTRACTOR shall not be entitled to payment for any level of services rendered in excess of the maximum compensation specified in Article II (A) unless additional compensation is expressly authorized by resolution.

C. **SATISFACTORY PERFORMANCE**: It is the exclusive right of the CITY to determine that services have been performed in a proper and satisfactory manner in accordance with the terms and conditions set forth herein prior to approval and payment of invoice submitted by CONTRACTOR.

D. **DOCUMENTATION**: Payment shall be made only upon submission by the CONTRACTOR of the required executed standard CITY invoice, a bill on CONTRACTOR'S letterhead and any other documents deemed necessary by the CITY.

E. **RIGHT TO AUDIT**: CONTRACTOR agrees to maintain financial records, books and documents plus any evidence necessary to reflect all direct and indirect costs incurred during this Agreement in an auditable format. CONTRACTOR agrees to keep complete and accurate records with respect to the computation of all billing, including receipts for any reimbursable expenses and time records for all persons billed on an hourly rate basis. The CONTRACTOR also agrees to submit all documents and records necessary to assure compliance and completion of this Agreement. CONTRACTOR agrees that all financial records required to be kept be made available for inspection during normal business hours

by representatives of the CITY. Said records shall be kept for a minimum of three (3) years after expiration of the contract term.

ARTICLE III: TERM

A. **DATES**: Upon its authorization and execution this contract shall be effective for the term commencing May 6, 2020 and expiring on December 31, 2020.

B. **COMPLETION**: The CONTRACTOR shall complete the performance of services under this contract by the contract expiration date and/or in accordance with any completion schedules set forth in Exhibits A, B & C.

C. **EXTENSIONS**: The appropriate Municipal Officer or his designee may extend the time for completion specified by Article III (B). Such extensions shall only be effective if in writing and shall not extend the Agreement term beyond the term specified in the authorizing resolution. In the event that the time for completion is extended, all of the original terms and conditions will remain in effect for the extended period.

ARTICLE IV: GENERAL PROVISIONS

A. **INDEPENDENT CONTRACTOR**: The CONTRACTOR'S status shall be that of an independent principal and not as agent or employee of the CITY.

B. **CITY NOT RESPONSIBLE FOR CONTROL OF CONTRACTOR'S MEANS AND METHODS**: The CITY shall not be responsible for and shall not have control or charge of construction means, methods, techniques, sequences or procedures, or the safety precautions and programs in connection with the Work, and the CITY shall not be responsible for the CONTRACTOR's failure to carry out the work in accordance with this Contract, and in accordance with all applicable laws and prudent industry practices. Further, the CITY shall not be responsible in any way for the acts or omissions of the CONTRACTOR, and any subcontractors, or any of their agents or employees, or any other persons performing any of the Work.

C. **CITY REVIEW OF THE CONTRACTOR'S WORK**: The CONTRACTOR shall cooperate with the CITY's efforts to ascertain whether the work complies with the requirements and intentions of this Contract. Any such review or inspection, along with any resulting comments, recommendations, requirements, changes or directives made or issued by the CITY shall not relieve the CONTRACTOR of any of its obligations to fulfill this Contract as herein required, and shall not make the CITY responsible for the CONTRACTOR'S performance or failure to perform any of its obligations under the Contract.

D. **CONTRACTOR'S DUTY TO PERFORM**: The CONTRACTOR'S obligation to perform and complete the work and provide all Services in accordance with this Contract shall be

absolute. Observations made by the CITY, recommendation of any progress or final payment by the CITY, and any determination that work appears to be substantially completed or any payment by CITY to the CONTRACTOR under the Contract; or any use of or reliance upon the work or any part thereof by the CITY, shall not act as a waiver or release of the CONTRACTOR'S duties to provide all services in accordance with the requirements of this contract.

E. **COMPLIANCE WITH ALL LAWS**: The CONTRACTOR's provision of all materials and goods, and the performance of all work and services required of the CONTRACTOR hereunder shall be provided and performed by the CONTRACTOR in accordance with all applicable Federal, State, CITY and municipal ordinances, regulations and statutes. All statues, rules and regulations that are applicable to the CONTRACTOR's performance shall apply as if set forth in full herein. The CONTRACTOR warrants and represents to the CITY that it is familiar with, and shall comply with all of the statutes, ordinances, rules, regulations and ordinances that are applicable to the CONTRACTOR's performance under this Contract.

F. **GOVERNING LAWS**: This Agreement shall be governed and construed and the rights and obligations of the parties hereto shall be determined in accordance with the laws of the State of New Jersey, and any litigation brought by the parties arising out of this Agreement shall be brought only in the Superior Court, and venued in CITY and the CONTRACTOR hereby voluntarily submits to the jurisdiction of said court.

G. **OWNERSHIP OF CONTRACT DOCUMENTS**: All materials, information, reports, drawings, plans or other documents which have been paid for by the CITY remain the property of the CITY and may be utilized for any CITY purpose. CONTRACTOR waives and relinquishes all patent, copyright, or other intellectual property rights, whether statutory or common law, in said reports or work products. In any contract requiring submission of reports or work products to appropriate officials of the CITY, it is agreed that all work products prepared pursuant to said Agreement are the property of the CITY and shall include a statement that such reports were prepared under Agreement with the CITY.

H. **MODIFICATIONS**. This Agreement may not be altered, modified or rescinded orally, but any written changes agreed upon and executed by both parties may be incorporated into this Agreement.

I. **SUBCONTRACTING**: The CONTRACTOR shall be the party solely and fully responsible to the CITY for the performance of all requirements of the contract documents, at all times and in all respects. The CONTRACTOR shall not sell, transfer, assign, subcontract or otherwise dispose of his obligations to the CITY without first securing written approval of the CITY, which shall be based upon the CONTRACTOR's submission of proof, to the CITY's satisfaction, that the proposed Subcontract or other transfer shall not result in an impairment or reduction in services provided to the CITY, or result in a diminishing of the

CONTRACTOR's obligations hereunder, and that the assignee, purchaser, successor or subcontractor meets or exceeds all requirements and qualifications set forth in the Contract Documents. No assignment or subcontract will be effective or deemed permitted without the prior written consent of the CITY as set forth herein. If a subcontract or other assignment is authorized by the CITY, the assignee or subCONTRACTOR shall enter into a supplement to this agreement affirming that it shall be bound by all of the terms, conditions and requirements set forth in the Contract Documents. In addition, the CONTRACTOR shall be solely responsible for making payments to all subcontractors for all materials, goods, services and labor provided by such subcontractors in connection with the Work, to the extent that such amounts are justly due and owing, subject only to such offsets, retainage and other adjustments that may be permitted by law.

J. **ASSIGNMENT FOR THE BENEFIT FOR CREDITORS**: The CONTRACTOR shall not assign or transfer any payment or payments which may accrue hereunder, and shall not assign or transfer its rights, title or interests in this contract to any creditor, lien or judgment holder or other third party.

K. **WAIVER**: The failure to enforce any of the terms and conditions of this Agreement by either of the parties hereto shall not be deemed a waiver of any other right or privilege under this Agreement or a waiver of the right to thereafter claim damages for any deficiencies resulting from any misrepresentation, breach of warranty, or non-fulfillment of any obligation of any other party hereto. In order for there to be a waiver of any term or condition of this Agreement, such waiver must be in writing and signed by the party making the waiver.

L. **SEVERABILITY**: Should any provision to this Agreement be held invalid or unenforceable by any court of competent jurisdiction, the remaining provisions shall remain in full force and effect. The inapplicability or unenforceability of any provision of this Agreement shall not limit or impair the operation or validity of any other provision of the Agreement.

M. **CAPTIONS**: The captions herein are for convenience and reference only and in no way define, limit or describe the scope or intent of this Agreement or affect of the terms or provisions hereof.

ARTICLE V: WARRANTIES

A. **NON SOLICITATION**: The undersigned does hereby warrant and represent that this Agreement has not been solicited or secured, directly or indirectly, in a manner contrary to the laws of the State of New Jersey and that said laws have not been violated and shall not be violated as they relate to the procurement or the performance of this Agreement by any conduct, including the paying or giving of any fee, commission, gift, gratuity or consideration of any kind, directly or indirectly, to any CITY employees, officers or officials.

B. **QUALIFICATIONS**. The CONTRACTOR does hereby warrant and represent that it is qualified by training and experience to perform the required services in the manner and on the terms and conditions set forth herein.

C. **ABILITY TO PERFORM**: The CONTRACTOR does hereby represent that it is ready, willing and able to perform all services in the time frame and as required by this Agreement, and that he and/or his subcontractors performing the work presently hold in good standing any and all necessary licenses for the lawful performance of said services within the State of New Jersey.

ARTICLE VI: INDEMNIFICATION

A. **GENERAL**: The CONTRACTOR agrees to protect, defend, indemnify and save harmless the CITY and its officers, directors, employees, agents, and other Proposers of each and any of them from and against all claims, costs, losses and damages (including but not limited to all fees and charges of engineers architects, attorneys and other professionals and all court or arbitration or other dispute resolution costs) arising out of or resulting from any and all losses, claims, actions, costs, expenses, judgment, subrogation or other expenses by reason of any death real or alleged injury or damage to the person or property of others arising out of or incidental to the performance of the terms of this contract by the CONTRACTOR, excluding any alleged loss, claim, judgment, subrogation or other expense that shall have been exclusively caused by the negligent or wrongful act or omission of the CITY.

B. **PREMISES**: If it becomes necessary for the CONTRACTOR, either as principal or by agent or employee, to enter upon the premises or property of the CITY or any third party, in order to perform the services required hereunder, the CONTRACTOR covenants and agrees to take, use, provide and make all proper, necessary and sufficient precautions, safeguards and protections against the occurrence of happenings of any accidents, injuries, damages or hurt to any person or property during the progress of the work herein covered, and to be responsible for, and to indemnify and save harmless the CITY from the payment of all sums of money by reason of all, or any, such accidents, injuries, damages or hurt that may happen or occur upon or about such work and all fines, penalties and loss incurred for or by reason of the violation of any municipal or CITY ordinance, regulations, or the laws of the State, or the United States, while the said work is in progress, excluding any alleged loss, claim, judgment, subrogation or other expense that shall have been exclusively caused by the negligent or wrongful act or omission of the CITY.

C. **ROYALTY, COPYRIGHTS, PATENTS**. The CONTRACTOR shall indemnify and save harmless the CITY against any and all claims for royalty, patent or copyright infringements or suits for information thereon which may be involved in the manufacture or use of the item to be furnished herein.

S. **SURVIVAL**. All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with the Contract Documents, as well as all continuing obligations indicated in the Contract Documents, will survive final payment, completion and acceptance of the Work and Services and termination or completion of the Agreement.

ARTICLE VII. INSURANCE

A. **COVERAGE**: CONTRACTOR shall purchase and maintain during the entire period of this Agreement insurance coverage either:

	As specified in the insurance requirements set forth in the Request for Proposal (Exhibit A); or
X	As specified in Appendix IV which is hereby incorporated into this agreement
	No insurance is required for this Agreement

B. **DOCUMENTATION**: CONTRACTOR must provide the CITY with a certificate of insurance in accordance with the requirements of either Exhibit A or Appendix II prior to the CITY'S execution of this Agreement and payment of invoices for services rendered under this Agreement.

ARTICLE VIII: REGULATORY REQUIREMENTS

A. **AFFIRMATIVE ACTION AND NON-DISCRIMINATION:** CONTRACTOR agrees to comply with the requirements of PL 1975 c. 127 (N.J.A.C. 17:27), which requirements are set forth in Appendix I which is attached hereto and incorporated herein.

B. **PREVAILING WAGE:** The New Jersey Prevailing Wage Act, N.J.S.A. 34:11-56.25 (P.L. 1963, Chapter 150) is hereby made a part of every Agreement entered into by the CITY, except those Agreements which are not within the scope of the Act the successful CONTRACTOR and any of its subcontractors shall be obligated to pay the prevailing wage, to submit certified payrolls and documentation of compliance, and to permit onsite monitoring, including interviews with employees and review of subcontracts, by CITY representatives. The CONTRACTOR'S signature on this Agreement is his guarantee that neither he nor any subcontractors he might employ to perform the work covered by this bid are listed or are on record in the office of the Commissioner of the New Jersey State Department of Labor as one who has failed to pay prevailing wages in accordance with the provisions of this act. Every CONTRACTOR and subcontractor shall keep an accurate payroll record, showing the name, craft or trade, job title or classification, actual hourly rate of wages paid, hours worked, and total wages paid to each worker employed by him in connection with a public work project. The prevailing wage as published by the Department of Labor shall be noted on the payroll journal next to the actual wage rate paid. Payroll records shall be presented for a period of two years from the date of

payment.

C. **NON-DISCRIMINATION:** The parties to this Agreement do hereby agree that the provisions of N.J.S.A. 10:2-1 through 10:2-4, dealing with discrimination in employment on public contracts, and the Rules and Regulations promulgated pursuant thereunto, are hereby made a part of this Agreement and are binding upon them.

ARTICLE IX: DEFAULT

A. **WHAT CONSTITUTES DEFAULT:** A default under this agreement shall include but not be limited to any of the following events:

1. Bankruptcy or insolvency of CONTRACTOR, whether liquidating or non-liquidating;

2. Conviction of any principal of CONTRACTOR of any crime under the laws of the State of New Jersey or Federal laws, which, if committed by a public official, would disqualify that person from public employment;

3. Breach of any term of the Agreement by the CONTRACTOR or the CITY.

4. Abandonment or discontinuation of the work by CONTRACTOR without the express written permission of or direction by the CITY;

5. Failure of the CITY to make payments to the CONTRACTOR that are lawfully due and owing under this Contract, provided that such payments are not subject to any other reasonably valid offset, lien, claim or demand.

6. Failure of CONTRACTOR to pay its subcontractors and/or suppliers, or any governmental authority any sums that are legally due and owing that are related to provision of goods or services related to this project.

7. Assignment or subcontracting of the work or any part thereof or any monies due hereunder that is not authorized by the CITY as set forth in this Contract.

8. Failure of the CONTRACTOR to commence and diligently perform all required work and services within the time limits specified for such performance by the CITY.

B. **REMEDIES**: In the event of a default, the non-defaulting party shall be entitled to proceed with each and every remedy that may be available at law or in equity, including but not limited to: commencement of an action seeking specific performance, damages and termination of this agreement as provided in Section X herein. The commencement of any rights or remedies by either party shall not be deemed to preclude resort to any other rights or remedies that may be available to such party.

Prior to commencement of any right or remedy pursuant to this section, the party alleging a default shall provide the defaulting party with written notice and an opportunity to cure, which shall in no event extend beyond 30 days from the date of the alleged default's occurrence.

C. **CONTINUING THE WORK**: During the pendency of any dispute or disagreement, the CONTRACTOR shall carry on the Work and adhere to the progress schedule, and shall not abandon, slow down or terminate its work, and no Work shall be delayed or postponed pending resolution of any disputes or disagreements, unless this Agreement is Terminated or such deviation from the Work or Work Schedule is directed by the CITY.

X. TERMINATION OF CONTRACT:

A. **TERMINATION OF CONVENIENCE:** The CITY may terminate a Contract, in whole or in part, without showing cause, when the CITY determines that termination is in the best interest of the CITY.

B. **TERMINATION OF OWNER FOR CAUSE:** Without limitation upon any other right or remedy that may exist or be available to the CITY under the Contract Documents or generally as a matter of law or in equity, the CITY may terminate the contract upon the CONTRACTOR's failure or inability to perform in accordance with the terms and conditions set forth in this Contract, which shall include (but not be limited to):

a) Persistent or repeated refusal or failure to supply enough skilled workers or proper materials;

b) Failure to make payment to Subcontractors or suppliers for materials or labor, in accordance with the respective agreements between the CONTRACTOR and the subcontractor;

c) Persistent disregard of laws, ordinances, rules, regulations, orders, levies or assessments of a public authority having jurisdiction; or

d) Substantial breach of a provision of the contract documents.

C. **NOTICE OF TERMINATION:** The CITY may terminate the contract for cause or convenience after giving the CONTRACTOR and the CONTRACTOR's surety, if any, seven days' written notice of the Termination.

D. **EFFECT OF TERMINATION:** Upon the effective date of termination for cause or convenience, all work shall cease and the contract shall be deemed terminated. The CITY shall pay all costs incurred by the CONTRACTOR up to the date of termination, less any credits or setoffs that are due and owing to the CITY, as specified by the Contract

Documents. The CONTRACTOR will not be reimbursed for any anticipatory profits, or for any costs or expenses which have not been incurred for materials delivered or work performed for the CITY, at any time after the date of termination. In the event of a termination for cause, CITY's election to complete work shall not constitute a waiver of claims arising from the CONTRACTOR's default.

ARTICLE XI: <u>ADDRESS FOR NOTICE</u>

The address given below shall be the address of the representatives parties to which all notices and reports required by this Agreement shall be sent by mail:

City of Millville
Regina Burke, Administrative Clerk
12 South High Street
Post Office Box 609
Millville, New Jersey 08332

Gruccio, Pepper DeSanto & Ruth, PA
817 Landis Avenue
Post Office Box 1501
Vineland, New Jersey 08362-1501

Any notice or statement by any party shall be deemed to be sufficiently given when sent by prepaid certified mail return receipt requested, to any party at its address set forth hereinabove. This address shall remain in effect unless another address is substituted by written notice.

IN WITNESS WHEREOF, the parties hereto have duly signed and sealed this contract.

ATTEST:	CITY OF MILLVILLE:
_____	_____
Jeanne M. Hitchner, City Clerk	Michael Santiago, Mayor
ATTEST:	GRUCCIO, PEPPER, DeSANTO & RUTH, PA:
_____	_____
Witness/Affix Corporate Seal (if applicable)	

APPENDIX I
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17-27

GOODS, PROFESSIONAL SERVICE AND GENERAL CONTRACTS

During the performance of this contract, the CONTRACTOR agrees as follows:

The CONTRACTOR or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the CONTRACTOR will ensure that equal employment opportunity is afford to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provision of this nondiscrimination clause.

The CONTRACTOR or subcontractor, where applicable, will, in all solicitations or advertisements for employees place by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The CONTRACTOR or subcontractor will send to each labor union with which it has a collective bargaining agreement a notice to be provided by the agency contracting officer advising the labor union of the CONTRACTOR's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The CONTRACTOR subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The CONTRACTOR or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The CONTRACTOR or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or

expression, disability, nationality or sex, and that it will discontinue to use any recruitment agency which engages in direct or indirect discriminatory practices.

The CONTRACTOR or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the CONTRACTOR or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The CONTRACTOR shall submit to the public agency, after notification of award but prior to execution fo a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval
Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasurer /contract compliance)

The CONTRACTOR and its subcontractors shall furnish such reports and other documents to the Division of Purchase and Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such Information as may be requested by the Division of Purchase and Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Name of Company: _____
Signature: _____
Name: _____
Title: _____
Date: _____

APPENDIX II

AMERICANS WITH DISABILITIES ACT OF 1990
GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS
PURSUANT TO 42 U.S.C. SECTION 12101, et seq.

1. The CONTRACTOR and the Municipality do hereby agree that the provisions of Title II of the Americans with Disabilities Act of 1990 (the Act) (42 USC Section 12101 et seq.) that prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, are made a part of this Contract. In providing any aid, benefit, or service on behalf of the Municipality pursuant to this contract, the CONTRACTOR agrees that the performance shall be in strict compliance with the Act.

2. In the event that the CONTRACTOR, its agents, servants, employees, or SubCONTRACTORs violate or are alleged to have violated the Act during the performance of this Contract, the CONTRACTOR shall defend the Municipality in any action or administrative proceeding commenced pursuant to the Act. The CONTRACTOR shall indemnify, protect, and save harmless the Municipality, its agents, servants and employees from and against any and all suits, claims, losses, demands, or damages of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The CONTRACTOR shall, at its own expense, appear, defend and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the Municipality's grievance procedure, the CONTRACTOR agrees to abide by the decision of the Municipality that is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the Municipality, or if the Municipality incurs any expense to cure a violation of the Act that has been brought pursuant to its grievance procedure, the CONTRACTOR shall satisfy and discharge the same at its own expense.

3. The Municipality shall, as soon as practicable after a claim has been made against it, give written notice thereof to the CONTRACTOR along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the Municipality, or any of its agents, servants, and employees, the Municipality shall expeditiously forward or have forwarded to the CONTRACTOR every demand, complaint, notice, summons, pleading, or other process received by the Municipality or its representatives.

4. It is expressly agreed and understood that any approval by the Municipality of the services provided by the CONTRACTOR pursuant to the contract will not relieve the

CONTRACTOR of the obligation to comply with the Act, and to defend, indemnify, protect, and save harmless the Municipality pursuant to this paragraph.

5. It is further agreed and understood that the Municipality assumes no obligation to indemnify or save harmless the CONTRACTOR, its agents, servants, employees and SubCONTRACTORs for any claim that may arise out of their performance of this contract. Furthermore, the CONTRACTOR expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the CONTRACTOR's obligations assumed in this contract, nor shall it be construed to relieve the CONTRACTOR from any liability, nor preclude the Municipality from taking any other actions available to it under any other provisions of this contract or otherwise at law.

APPENDIX III

POLITICAL CONTRIBUTION DISCLOSURE

This contract has been awarded to CONTRACTOR based on the merits and abilities of CONTRACTOR to provide the goods or services described herein. This contract was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that CONTRACTOR, its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44- 16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the Municipality/county if a member of that political party is serving in an elective public office of that Municipality/county when the contract is awarded, or to any candidate committee of any person serving in an elective public office of that Municipality/county when the contract is awarded.

_____

Sworn and Subscribed to before me this
_____ day of _____, 2020.

_____
(Notary)

APPENDIX IV

SCHEDULE OF INSURANCE

A. Workers Compensation. To the extent such insurance is required by Title 34, statutory coverage and limits in compliance with the Workers' Compensation Law of the State of New Jersey.

B. Errors and Omissions/Professional Liability. A minimum limit of liability of one million ($1,000,000) dollars per incident and in annual aggregate.

Failure by the CONTRACTOR to supply such written evidence of required insurance and to maintain same for the duration of this contract shall result in default under this contract.

The insurance companies for the above coverages must be licensed by the State of New Jersey and acceptable to the Municipality. The CONTRACTOR shall take no action to cancel or materially change any of the insurance required under this Contract without the Municipality's prior approval. The maintenance of insurance under this section shall not relieve the CONTRACTOR of any liability greater than the limits or scope of the applicable insurance coverage.

PUBLIC NOTICE
CITY OF MILLVILLE
CUMBERLAND COUNTY
NOTICE TO BIDDERS

Sealed bids will be received by the Purchasing Board of the City of Millville, 12 South High St, Millville, NJ 08332 **Bids will only be received by US Mail or a Delivery Service. Bids will be opened via the ZOOM platform. Any bidder who wishes to witness the opening needs to email the request to regina.burke@millvillenj.gov prior to May 21, 2020.** On May 21,2020 at 10:00 AM local prevailing time, bids will be opened and read aloud for:

FURNISHING CHEMICAL SUPPLIES FOR THE CITY OF MILLVILLE – CY 2020 & 2021

for the City of Millville in accordance with specifications on file in the office of the Purchasing Agent, City Hall, 12 South High St., Millville, NJ during regular business hours of 8:30 AM to 4:30 PM Monday through Friday where said specifications may be examined and where copies may be obtained by prospective bidders.

Each bid must be submitted enclosed in an opaque sealed envelope addressed to the "Millville City Commissioners, City of Millville, 12 South High St., Millville, NJ 08332" and plainly marked on the outside "Bid for Furnishing Chemical Supplies for the City of Millville -cy 2020 &2021", including the name of the bidder and delivered before or on the day and time of the bid opening and must be accompanied by a non-collusion affidavit and certified check, cashier's check or bid bond in the amount of ten (10) percent of the total bid, not to exceed twenty thousand dollars ($20,000.00), made payable to the City of Millville. Facsimile bids will NOT be accepted.

No Bid Forms or Specifications will be available after 4:00 p.m., Local Prevailing Time, May 19, 2020.

This proposal is being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.5.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27 et seq. (Affirmative Action).

Bidders are required to submit a statement of ownership with their bid as required by P.L. 1977, c. 33 (Disclosure of Ownership).

Bidders are required to submit a copy of their Business Registration Certificate with their bid as required by N.J.S.A. 52:32-44.

The City reserves the right to reject any and all bids received and to accept any bid which is deemed most favorable to the City of Millville, Cumberland County, NJ, at the time and under the conditions stipulated.

The City is not responsible for the loss or destruction of any bids mailed or delivered to the City Clerk prior to the time set for the bid opening.

By order of the Board of Commissioners.

Jeanne M. Hitchner
City Clerk

Date: May 6, 2020