

# TENTATIVE AGENDA FOR REGULAR SESSION MEETING APRIL 6, 2021, 5:30 P.M.

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

THE PUBLIC MAY ALSO SUBMIT PUBLIC COMMENTS VIA SNAIL MAIL OR EMAIL TO BE READ INTO THE RECORD OF EACH MEETING. THE COMMENTS MUST BE RECEIVED ON OR BEFORE THE DAY OF THE SCHEDULED MEETING:

EMAIL: [JEANNE.HITCHNER@MILLVILLENJ.GOV](mailto:JEANNE.HITCHNER@MILLVILLENJ.GOV)

MAIL: JEANNE HITCHNER, CITY CLERK  
12 S. HIGH ST, MILLVILLE, NJ 08332

## 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:

**March 16, 2021:**

Regular Session

Closed Session

Motion-

Second-

Pepitone\_\_ Parent\_\_ Udalovas\_\_ Cooper\_\_ Santiago\_\_

## 8. PUBLIC COMMENT ON AGENDA ITEMS ONLY

**9. OLD BUSINESS**

**10. DISCUSSION ITEMS**

**11. PETITIONS & LETTERS**

**11.I. Petitions And Letters Item (01)**

Motion to authorize the Mayor to sign a letter of notification of the upcoming line clearance by Asplundh Tree Expert Company who will be performing tree pruning and removal services on behalf of Atlantic City Electric.

Motion:

Second

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

[LETTER FROM AC ELECTRIC FOR TREE CUTTING.PDF](#)

**11.II. Petitions And Letters Item (02)**

Motion to receive and file the following schedule and report from the NJMP:

A) 2021 NJMP Event Schedule

B) 2019 and 2020 Independent Auditor's Report and Consolidated Financial Statements

Motion:

Second

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

[2021 NJMP EVENT SCHEDULE.PDF](#)

[NJMP 2020 IND.PDF](#)

**12. REPORTS OF COMMISSIONERS**

**13. COMMISSIONER COOPER**

**14. COMMISSIONER PEPITONE**

**14.I. Commissioner Pepitone Item (01)**

Motion to receive and file the following reports for the month of February 2021:

1. Millville Fire Department Emergency Medical Services Report

2. Millville Fire Department Incident Report

3. Millville Fire Department Inspection Report

Motion:

Second

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

[FEBRUARY 2021 EMS REPORT.PDF](#)

[FEBRUARY 2021 FIRE REPORT.PDF](#)

[FEBRUARY 2021 INSPECTION REPORT.PDF](#)

**15. COMMISSIONER UDALOVAS**

**16. VICE-MAYOR PARENT**

**16.I. Vice Mayor Parent Item (01)**

Motion to receive and file the following report:

1. Tax Collector's report of uncollectable taxes for 2021  
Motion-  
Second-  
Pepitone\_\_\_ Parent \_\_\_ Udalovas \_\_\_ Cooper \_\_\_ Santiago \_\_\_

Documents:

[RES NO. 2021 REPORT OF UNCOLLECTABLE.PDF](#)

## 17. MAYOR SANTIAGO

### 18. ORDINANCES 2ND READING

#### 18.I. Ordinances 2nd Reading (01)

An Ordinance to exceed the Municipal Budget Appropriation limits and to Establish a Cap Bank in accordance with N.J.S.A. 40A:4-45.14 for CY 2021.

Motion:

Second

(Public Hearing)

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

[ORD FINAL 2021 COLA.PDF](#)

[PN FOR RES NO 2021 ORD 1ST READING COLA.PDF](#)

### 19. ORDINANCES 1ST READING

#### 19.I. Ordinance 1st Reading Item (02)

Ordinance establishing a Dog Park in the City of Millville, which shall consist of a fence-enclosed area within the confines of Lot 127 in Block 236 known as 1414 Canal Street

Motion:

Second:

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

[ORD MILLVILLE DOG PARK .PDF](#)

### 20. 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.

#### 20.I. Resolution Item (CA01)

Resolution certifying that the City of Millville's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

Documents:

[RES CIVIL RIGHTS.PDF](#)

**20.II.** Resolution Item (CA02)

Resolution approving a discharge of mortgage executed by John E. Coleman and Mary Coleman for property located at 506 Sharp Street, Block 351, Lot 4.

Documents:

[RES NO 2021 DISCHARGE MTG-J. COLEMAN.PDF](#)

**20.III.** Resolution Item (CA03)

Resolution approving the designated meeting dates and times of the Board of Commissioners for the Calendar Year 2021

Documents:

[RES -2021 MEETING DATES FOR COMMISSION MEETINGS 2021.PDF](#)

**20.IV.** Resolution Item (CA04)

Resolution authorizing the Tax Collector to execute an Assignment of Tax Sale Certificate 20-00020 dated April 22, 2020, held by the City, and set over to Zion Investment Group, LLC who has offered to take an Assignment of said Tax Sale Certificate pursuant to N.J.S.A. 54:5-113 in the amount of \$8,419.06 including interest for 219 Maurice Street, Block 100, Lot 21, owned by Paulette I. Headley Barnes.

Documents:

[RES -2021 BLOCK 100-LOT 21.PDF](#)

**20.V.** Resolution Item (CA05)

Resolution authorizing the Tax Collector to execute an Assignment of Tax Sale Certificate 20-00087 dated April 22, 2020, held by the City, and set over to Zion Investment Group, LLC who has offered to take an Assignment of said Tax Sale Certificate pursuant to N.J.S.A. 54:5-113 in the amount of \$6,654.84 including interest for 322 Broad Street E., Block 341, Lot 9, owned by DSV SVP3.

Documents:

[RES- 2021 BLOCK 341-LOT 9.PDF](#)

**20.VI.** Resolution Item (CA06)

Resolution authorizing the Tax Collector to execute an Assignment of Tax Sale Certificate 20-00146 dated April 22, 2020, held by the City, and set over to Zion Investment Group, LLC who has offered to take an Assignment of said Tax Sale Certificate pursuant to N.J.S.A. 54:5-113 in the amount of \$8,223.93 including interest for 21 3rd Street N., Block 430, Lot 12, owned by Todd, Frederick.

Documents:

[RES -2021 BLOCK 430, LOT 12.PDF](#)

**20.VII.** Resolution Item (CA07)

Resolution authorizing the Tax Collector to execute an Assignment of Tax Sale Certificate 19-00377 dated January 31, 2019, held by the City, and set over to Zion Investment Group, LLC who has offered to take an Assignment of said Tax Sale Certificate pursuant to N.J.S.A. 54:5-113 in the amount of \$24,830.99 including interest for 104 Geissinger Ave., Block 494, Lot 9, owned by April and Michael Errickson.

Documents:

[RES- 2021 BLOCK 494-LOT 9.PDF](#)

**20.VIII.** Resolution Item (CA08)

Resolution authorizing Special Assessment of 306 S. 3rd St., Block 479, Lot 2 for emergency services of Secured Roofing in accordance with Chapter 11, Article III of the Municipal Code.

Documents:

[RES- 2021 SECURE OF ROOFING BLOCK 479- LOT 2.PDF](#)

**20.IX.** Resolution Item (CA09)

Resolution authorizing public sale of certain equipment no longer needed for public use to be sold on-line from April 22, 2021 through April 28, 2021 through a contracted government on-line auction service, Municibid, at [www.municibid.com](http://www.municibid.com).

Documents:

[RES NO. 2021 MUNICIBID.PDF](#)  
[SCHEDULE A 4.2021 \(MUNICIBID\).PDF](#)  
[ADVERTISEMENT APRIL 2021 AUCTION \(MUNICIBID\).PDF](#)

**20.X.** Resolution Item (CA10)

Resolution authorizing Water/Sewer Termination on April 19, 2021 due to failure to comply with the utility ordinance pursuant to Section 56-18 of the Municipal Code.

Documents:

[RES -2021 WATER SEWER TERMINATION.PDF](#)

**20.XI.** Resolution Item (CA11)

Resolution authorizing adjustments in the tax and utility records.

Documents:

[RES NO. 2021 TAX-UTILITY.PDF](#)

**21. MOTION TO APPROVE CONSENT AGENDA ITEMS**

Motion to approve all items on the Consent Agenda

Motion-

Second-

Pepitone \_\_\_ Parent \_\_\_ Udalovas \_\_\_ Cooper \_\_\_ Santiago \_\_\_

**22. RESOLUTIONS**

**22.I.** Resolution Item (01)

Resolution authorizing Municipal Utility Engineering and Construction Agreement and Amendment between the New Jersey Department of Transportation and the City of Millville in connection with the design and construction of the project known as Route 49 Bridge over Maurice River Project

Motion:

Second

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

[RES NO -2021 NJDOT UECA - WATER AND SEWER UTILITIES.PDF](#)

**22.II.** Resolution Item (02)

Resolution authorizing a contract with Vineland Electric to install various equipment to the (2) City of Millville Fire Department 2021 Dodge Rams awarded through state contract for a total cost of \$25,363.20.

Motion:

Second

(Certificate of Funds)

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

[RES STATE CONTRACT 4.6.21 MTG FIRE VINELAND AUTO.PDF](#)

**22.III.** Resolution Item (03)

Resolution authorizing cancellation of outstanding checks from the City of Millville Municipal Court Criminal Account and ATS Bail Account Records.

Motion:

Second

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

[RES CANCEL COURT CHECKS 2021.PDF](#)  
[CANCEL COURT CHECKS 2021 BACKUP.PDF](#)

**22.IV.** Resolution Item (04)

Resolution authorizing First Amendment to Professional Services Contract with A. Michael Barker, Esquire of the firm of Barker, Gelfand, James and Sarvas for litigation services under a non-fair and open process for an additional amount of \$10,000.00 for a total contract amount not to exceed \$15,000.00

Motion:

Second:

(Certification of Funds)

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

[RES BARKER.1ST AMENDMENT.040620.DOC.PDF](#)

**23. NEW BUSINESS**

**23.I.** New Business Item (01)

Motion to authorize the City Clerk to advertise the following 2021 Annual Meeting Notice for the Millville Shade Tree Commission.

Motion:

Second

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

RES NO. 2021 ANNUAL MEETING NOTICE MILLVILLE SHADE TREE  
COMMISSION 2021.PDF

**23.II.** New Business Item (02)

Motion to authorize the following Social Affair Permit Application on behalf of:  
a) WheatonArts and Cultural Center to hold a Festival of Fine Craft event at 1501  
Glasstown Road. on October 2nd and 3rd, 2021 from 10:00 a.m. to 6:00 p.m.

Motion:

Second

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

**23.III.** New Business Item (03)

Motion to authorize the City Clerk to advertise to receive bids for project known as  
"CY 2021 Water & Sewer Department Supplies" on April 27, 2021, 10:00 a.m.,  
Purchasing Board, 12 South High Street, Millville, New Jersey

Motion-

Second-

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

[PN CY21 WATER AND SEWER DEPT SUPPLIES.PDF](#)

**24. 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

**25. RESOLUTION- CLOSED SESSION**

Resolution authorizing a closed session for the following matter:

1. Sherry-Trout v. City of Millville:

Pending Litigation Deliberative Process and Attorney/ Client Privilege

2. Holly City Development Corporation Proposal to provide Economic Development  
Consulting Services to the city:

Contract Negotiations and Deliberative Process

Motion:

Second

Pepitone\_\_Parent\_\_Udalovas\_\_Cooper\_\_Santiago\_\_

Documents:

[RES CLOSED SESSION 4-6-2021.PDF](#)

**26. ADJOURN**

Motion-

Second-