

Richard C. McCarthy Commission Chamber
Millville City Hall
March 17, 2020 7:00 p.m.

The Board of Commissioners met in a **REGULAR MEETING** with Mayor Santiago presiding. Members present included Commissioner Pepitone, Commissioner Udalovas and Commissioner Cooper. Vice Mayor Parent was absent. City Solicitor, Brock Russell and Administrator, Regina Burke were also present.

Reverend Jonathan Merki from Millville Church of the Nazarene delivered the invocation and led the salute to the flag.

Mayor Santiago made the statement required by the Open Public Meetings Act of 1975

“This meeting is being conducted in accordance with the Open Public Meetings Act of 1975, was advertised, posted and made available to the public as required by Statute. The Municipal Clerk is directed to include a statement in the minutes of this meeting.”

City Clerk to Review Changes to the Agenda

Mayor Santiago asked if there were any changes to the agenda. Ms. Hitchner stated there were three (3) changes to the agenda being:

1. The removal of a Special Event for “Walk Around the Park” due to the Coronavirus.
2. The removal of a Social Affair for a Recreational Festival due to the Coronavirus.
3. The addition of the Rental Registration presentation due to the cancellation of the Work Session.

Bills

The following bills were ordered paid, when properly certified on a motion by Commissioner Udalovas and seconded by Commissioner Pepitone. The motion was carried by the following vote. Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

SEE COPY OF BILLS FOLLOWING THE SIGNATURE PAGE OF THIS MEETING

Minutes

Commissioner Udalovas made a motion to approve to dispense with the reading of the minutes for March 3, 2020 Work Session and Regular Session. Commissioner Pepitone seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Public Comment on Agenda Items Only

Mayor Santiago stated that this is the time for any Public Comment on Agenda Items Only if anyone wishes to be heard.

Seeing no one come forward, Mayor Santiago closed the Public Portion on Agenda Items Only.

Old Business

Mayor Santiago asked City Clerk if there was any Old Business. Ms. Hitchner stated there was no Old Business.

Petitions and Letters

Mayor Santiago asked the City Clerk if there were any Petitions and Letters.

Ms. Hitchner stated there was correspondence being a Certification of Appointment received from Lieutenant Governor Sheila Y. Oliver, Commissioner of the State of New Jersey Department of Community Affairs certifying that Heather Santoro has been appointed as the State Commissioner Appointee of the Millville Housing Authority for a five-year term beginning on March 2, 2020 through February 1, 2025.

Mayor Santiago complimented Ms. Santoro’s efforts for the betterment of the community and felt it was an excellent choice.

The correspondence was received and filed on a motion by Commissioner Udalovas and seconded by Commissioner Pepitone which was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Ms. Hitchner stated there was correspondence received from the State of New Jersey Department of Transportation advising that the City of Millville has been selected to receive funding from the NJDOT's Fiscal Year 2020 Local Freight Impact Fund Program for the Wade Boulevard and Orange Street Road Reconstruction Project in the amount of \$450,000.00.

Mayor Santiago expressed his excitement for these funds to better these heavily travelled roadways.

The correspondence was received and filed on a motion by Commissioner Udalovas and seconded by Commissioner Pepitone which was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Reports of Commissioners

Commissioner Cooper

Commissioner Cooper stated that he had nothing to report at this time.

Commissioner Pepitone

Commissioner Pepitone made a motion to receive and file the Fire Department Report for the month of February 2020. Commissioner Udalovas seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Commissioner Udalovas

Commissioner Udalovas made a motion to receive and file the Tax Collector's Report for the month of February 2020. Commissioner Pepitone seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Commissioner Udalovas provided a presentation on Rental Registration. She stated that she will send the information over to the City Attorney and Tax Collector for endorsement.

Commissioner Udalovas explained that there are currently disproportionate staffing demands with Code Enforcement Department and a plan was needed to address this issue. She explained in detail the plan to prorate fees and transition. She further explained that the billing cycle will balance inspections for rentals rather than having all at once in January.

Commissioner Udalovas stated that a copy of the Neighborhood Plan is available both online and in the Clerk's Office.

Mayor Santiago

Mayor Santiago asked residents if they have received their new trash cans yet. He stated that he just received his and expressed his excitement about the aesthetics of them. He stated that they look nice and neat and spoke of the information packets inside.

Ordinances on 2nd Reading

City Clerk read Ordinance No. 4-2020 on second reading approving and authorizing an application to the Cumberland County Roadway Department for the Millville Lightning Travel Baseball 10U to hold a Coin Drop on July 11, 2020 and July 12, 2020 at the intersections of Buckshutem and Cedarville Roads.

Mayor Santiago opened the meeting for a public hearing on this ordinance only. Seeing nobody come forward, the public hearing was deemed closed.

Commissioner Cooper made a motion to approve the ordinance on second reading which was seconded by Commissioner Udalovas. The motion was carried by the following vote: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

City Clerk read Ordinance on second reading 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 2020.

Mayor Santiago opened the meeting for a public hearing on this ordinance only. Seeing nobody come forward, the public hearing was deemed closed.

Commissioner Udalovas made a motion to **TABLE** the ordinance on second reading which was seconded by Commissioner Cooper. The motion was carried by the following vote: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago. **This Ordinance is scheduled for 2nd Reading on April 7, 2020.**

City Clerk read Ordinance No. 5-2020 on second reading authorizing amendment to salary ordinance to add a new title and salary range for the following:

<u>Title</u>	<u>Minimum</u>	<u>Maximum</u>
Supervisor Recycling Operations	\$25,000	\$69,653.71.

Mayor Santiago opened the meeting for a public hearing on this ordinance only. Seeing nobody come forward, the public hearing was deemed closed.

Mayor Santiago explained that this salary will be maintained by grant money and it is a promotion for a current employee, which CFO Marcella Shepard also echoed to make it clear that this was not for a new position.

Commissioner Udalovas made a motion to approve the ordinance on second reading which was seconded by Commissioner Pepitone. The motion was carried by the following vote: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Consent Agenda

City Clerk read the following resolutions on the consent agenda which will be approved on one motion rather than individually:

Resolution No. 98-2020 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.

Resolution No. 99-2020 authorizing Special Assessment of Municipal Liens for certain properties due to expenses incurred by the City of Millville relating to Cut and Clean plus administrative fees in accordance with Chapter 11, Article VI of the Municipal Code.

Resolution No. 100-2020 authorizing the Tax Collector to charge \$25.00 Tax Sale Fee per notice mailed in accordance with the rules and regulations of NJSA 54:5-19.1.

Resolution No. 101-2020 authorizing Tax Foreclosure List held by the City to be foreclosed by summary proceedings IN REM as described by N.J.S.A. 54:5-104.29 to 54:5-104.71 as amended and pursuant to the Rules of Civil Practice of the Superior Court of New Jersey.

Resolution No. 102-2020 to approve submission of electronic grant application identified as LFIF-2020-Wade Boulevard and Orange Street R-00031 to construct approximately 2.25 miles of roadway improvements on Wade Boulevard and Orange Street from Main Street to South Second Street.

Resolution No. 103-2020 authorizing adjustments in the Tax and Utility Records.

Resolution No. 104-2020 authorizing Pauline Velez to fill the unexpired term of Sheila Roselle as Alternate No. 1 Member of the Millville Zoning Board with term expiring August 1, 2020 and authorizing Sheila Roselle to fill the unexpired term of Pauline Velez as Class IV Member with term expiring December 12, 2021.

Resolution No. 105-2020 authorizing the modification of the Department of Parks and Public Property's work schedule to 6:00 a.m. to 2:30 p.m. with 1/2 hour lunch beginning April 6, 2020 through October 9, 2020.

Commissioner Udalovas made a motion approve all items on the Consent Agenda which was seconded by Commissioner Cooper. The motion carried by the following vote of Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Resolutions

City Clerk read the following resolutions:

Resolution No. 106-2020 authorizing a Shared Services Agreement with Cumberland County Utilities Authority and Landis Sewerage Authority for the joint funding of a Household Hazardous Waste Day with a contribution amount of \$4,000.00 per agency. Commissioner Udalovas moved for the adoption of this resolution, stating she is in receipt of the proper certification of funds. Commissioner Pepitone seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Resolution No. 107-2020 authorizing extension of contract with D & R Landscaping, Vineland, NJ for the project entitled "Landscape Maintenance, Lawn Grass Treatment, and Lawn Grass Mowing Services" which was originally awarded on March 18, 2019 for one (1) calendar year in an amount not to exceed \$105,333.60 and the City has agreed to extend the contract through February 28, 2021 in an amount not to exceed \$105,333.60. Commissioner Cooper moved for the adoption of this resolution, stating he is in receipt of the proper certification of funds. Commissioner Udalovas seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Resolution No. 108-2020 authorizing extension of contract with Falasca Mechanical, Inc., Vineland, NJ for the project entitled "CY 2019 HVAC Maintenance & Service Contract for the City of Millville" which was originally awarded on December 18, 2018 for one (1) calendar year in an amount not to exceed \$17,210.00 and the City has agreed to extend the contract through December 31, 2020 in an amount not to exceed \$17,210.00. Commissioner Cooper moved for the adoption of this resolution, stating he is in receipt of the proper certification of funds. Commissioner Udalovas seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Resolution No. 109-2020 authorizing award of bid for "CY 2020 Water & Sewer Department Supplies" to the following vendors: Core & Main, Berlin, NJ.; Atlantic Supply Company, Long Branch, NJ and Raritan Supply Company, Edison, NJ. to furnish the City of Millville with Water & Sewer Department Supplies in the amount of the itemized bid in Schedule "A". Commissioner Udalovas moved for the adoption of this resolution, stating she is in receipt of the proper certification of funds. Commissioner Pepitone seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Resolution No. 110-2020 authorizing the Planning Board of the City of Millville to prepare a redevelopment plan or an amendment or revision to a redevelopment plan for Block 260 Lot 1 including additional properties within the Center City Study Area as it sees fit. Commissioner Udalovas moved for the adoption of this resolution which was seconded by Commissioner Pepitone. The motion was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

New Business

Commissioner Cooper moved, seconded by Commissioner Udalovas to authorize a Social Affair Permit on behalf of Rowan College of South Jersey to host a Class Event to be held at the Arts and Innovation Center on May 15, 2020, 5:00 p.m. to 9:00 p.m. The motion was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Commissioner Pepitone moved, seconded by Commissioner Udalovas to authorize the City Clerk to advertise for the following proposals to be returned to the Purchasing Board on April 2, 2020 at 10:00 a.m.:

1. RFP Medical Director of the City of Millville Emergency Medical Services
2. CY 2020 EMT Work Uniforms

The motion was carried by the following vote: Yeas: Commissioner Pepitone, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Public Comment

There being no further business, Mayor Santiago stated 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.

Reverend Jonathan Merki of Millville stated he was grateful for the leadership of the City.

City Administrator, Regina Burke announced that effective tomorrow that City Hall would be closed to public with exception of the Police Department. She also stated that the rabies clinic will be postponed, and the registration period will be extended.

Seeing nobody else come forth, Mayor Santiago deemed the public comments portion closed.

Comments by Commissioners

Commissioner Cooper thanked the citizens of Millville and County. He asked residents to take the proper precautions, steer the course and be patient.

Commissioner Pepitone echoed Commissioner Cooper and thanked Regina and Sherman Taylor for their efforts to keep everyone abreast. He stated that we will get through it.

Commissioner Udalovas stated that even though the building will be closed to the public, that City Officials and Commissioners will be available. She also indicated that the tax payment window will still be open. She encouraged residents to stay well.

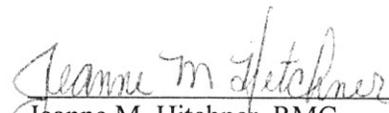
Mayor Santiago held up a flag received from the County Clerk for having the highest turnout of voters in the County at the last election.

Mayor Santiago recognized Regina Burke for her leadership during the Coronavirus Outbreak. He stated that he is very impressed with the professionalism of the City's professionals. Mayor Santiago expressed how serious this outbreak is. He stated that he met recently with the County Health Department. He asked residents to look out and care for the elderly. He encouraged residents that feel ill to get checked out.

Adjournment

There being no further comments the meeting was adjourned on a motion by Commissioner Udalovas and seconded by Commissioner Cooper subject to the call of the chair. All were in favor. None were opposed.

Respectfully submitted,



Jeanne M. Hitchner, RMC
City Clerk

BILL LIST
CITY OF MILLVILLE
MEETING OF MARCH 17, 2020

ACTION UNIFORM CO., LLC	142.00
ARAMARK UNIFORM SERVICES, INC.	1,774.76
ARBRISCO ENTERPRISE, INC.	5,731.38
ATL. CO. UTILITIES AUTHORITY	27,072.42
ATLANTIC CITY ELECTRIC	79,382.49
DONALD S. AYRES	1,138.74
J P BAINBRIDGE & ASSOC., INC.	7,440.00
J.BISHOP CONSTRUCTION INC.	3,580.00
BOWMAN & COMPANY LLP	35,000.00
DONALD CAMPBELL	149.00
CITY OF MILLVILLE UTILITY	1,660.00
COLONIAL ELECTRIC SUPPLY	68.50
COMCAST, INC.	565.41
CDW GOVERNMENT, INC.	319.61
COMTEC SYSTEMS, INC	9,273.02
CUMBERLAND CO. CLERK'S OFFICE	330.00
CCIA	1,442.45
CUMBERLAND VALVE INC	89.98
CUSTODIAN OF SCHOOL MONIES	860,970.00
EMILY DELROSSI	149.00
DUTRA SHEET METAL, INC.	98.00
ELMER DOOR COMPANY, INC.	195.00
ENTERPRISE ZONE DEV CORP OF	2,719.97
ENVIRONMENTAL RESOURCE ASSOC.	525.93
EXCEL HYDRAULICS, LLC	3,300.00
LAWRENCE FAWCETT, JR.	149.00
FEDEX	49.31
FRANKLIN ALARM COMPANY, INC.	840.00
FRANZWA TRAILER SALES	676.00
GARRISON ENTERPRISE INC	5,792.85
JOHN GARTON	50.00
DAVID GATES, INC	39,575.00
GENTILINI FORD, INC.	124.30
GENTILINI FORD, INC.	1,212.49
GLOUCESTER CO. POLICE ACADEMY	100.00
GSRP PROJECT HOLDINGS I, LLC	8,223.59
KENNETH C. HACK JR.	149.00
KEVIN D. HALL	100.00
CORE & MAIN LP	20,840.00
HEALTH MATS CO	29.90
HERITAGE BUSINESS SYSTEMS, INC	252.32
KURT HESS	149.00
GREG L. ERBER, SR.	331.89
IDEMIA IDENTITY & SEC USA LLC	3,508.64
INSPIRA HLTH NTRK URGENT CARE	440.00
KAVANAGH & KAVANAGH	2,400.00
KEEN COMPRESSED GAS CO., INC.	657.86
KEYSTONE DIGITAL IMAGINE INC.	128.00
JOHN W. KRAUSE, LLC	1,225.00
LANDSMAN UNIFORMS INC.	410.00
LILLISTON CHRYSLER/PLYM., INC.	748.14
SUMNER B. LIPPINCOTT	149.00
LORCO PETROLEUM SERVICE, INC.	213.00
PAUL C LOWE	149.00
LOWE'S CO., INC.	1,425.07
SHANNA MCCANN, ESQ	1,200.00
JOSEPH E. MCMAHON	149.00
MES/ALL SAFE, INC.-PENNSYLVANIA	436.00

MILLVILLE NAPA AUTO PARTS	4,718.97
SHENITTA MILBOURNE	45.00
MILLVILLE PUBLIC LIBRARY	47,750.00
CARL B. MORRIS	149.00
MUN CODE ENFORCEMENT AGENCY LLC	300.00
VERIZON	500.69
NJ DIVISION OF MOTOR VEHICLES	60.00
NJ STATE DEPT OF HEALTH	521.40
NJ CHAPTER OF INTERNATIONAL	650.00
NJ SHADE TREE FEDERATION	145.00
ONE CALL CONCEPTS, INC.	298.40
ORIENTAL TRADING CO., INC.	433.75
LAW OFF OF NONA L. OSTROVE LLC	574.00
PEOPLEFACTS	58.04
POSTMASTER, CITY OF VINELAND	7,000.00
PRINT O STAT, INC.	141.11
PROFESSIONAL ANSWERING SERVICE	108.30
KEVIN QUAY	149.00
LEE RAIN INC	253.13
JAMES F. REEVES	149.00
CHRISTOPHER G. REEVES	149.00
RENTAL COUNTRY, INC.	935.90
RICOH USA, INC.	594.53
THE RITTER LAW OFFICE	482.59
ROUX ASSOCIATES INC.	7,827.75
RUMSEY ELECTRIC COMPANY	3,917.50
STATE OF NEW JERSEY	382.00
S.A. COMUNALE CO., INC.	4,789.00
CELINA SAEZ	13.00
SCIENTIFIC APPARATUS SERV, INC	790.00
CHARLES J. SEIFERMAN	149.00
SERVICE TIRE TRUCK CENTER, INC	1,028.17
SHINE PROGRAM	6,578.21
SIRCHIE FINGER PRINT LAB, INC.	957.67
SIR SPEEDY PRINTING	318.00
S & J PIZZA, INC.	89.90
SJ GAS COMPANY	7,421.41
SOUTH JERSEY PICKUP TRUCK, INC	550.00
SOUTH JERSEY REG ANIMAL SHELTR	11,513.75
SOUTH JERSEY SANITATION CO INC	134,696.90
SOUTH JERSEY WATER PROF ASSOC	150.00
SPECIALTY GRAPHICS LLC	168.00
SPIRIT ENVIRONMENTAL SERVICE	250.00
STAINES INC.	313.46
SYSTEMS SOLUTION, INC.	11,637.21
TAYLOR WISEMAN & TAYLOR	10,246.98
THRIFT-T LAUNDROMAT & CAR	156.00
TREASURER, STATE OF NJ	2,492.00
TRIAD ASSOCIATES, INC.	3,952.50
UNITED ELECTRIC SUPPLY, INC.	1,215.63
ARTHUR UPHAM	149.00
DAVID VANAMAN	149.00
SCOTT VANAMAN	100.00
VAN EMBDEN, VAN EMBDEN &	845.00
VERIZON WIRELESS	4,653.35
VERIZON WIRELESS	1,032.39
VINELAND AUTO ELECTRIC, INC.	33.75
VITAL COMMUNICATIONS, INC.	100.00
VWR INTERNATIONAL, LLC	830.04
GARY L WALLEEN	149.00
GARY WARLOCK	149.00
WASTE MANAGEMENT OF SJ, INC.	835.69
WEINSTEIN SUPPLY CORPORATION	17.04
DALE WETTSTEIN	149.00
WINNER FORD OF CHERRY HILL	45,113.00

XEROX CORPORATION	688.98
CORELOGIC CENTRALIZED REFUNDS	2,482.27
JOSHUA SMITH	290.00
TOTAL BILLS FOR 03/17/20 MEETING	1,470,538.38
BANK OF AMERICA (W)	646.09
CITY OF MILLVILLE SALARY ACCOUNT (W)	7,777.99
DOREEN SEDDON (W)	1,788.10
SHARON L SMITH (W)	773.08
TOTAL WIRES FOR 03/17/20 MEETING	10,985.26
TOTAL BILLS & WIRES FOR 03/17/20 MTG	1,481,523.64