

**BOROUGH OF WOODBINE
REGULAR MEETING**

**May 2, 2019
8:00 P.M.**

Mayor Pikolycky called the Regular Meeting to order and read the following statement, "Adequate notice of this meeting was provided in compliance with the Open Public Meetings Act by notifying the Press and The Herald on January 13, 2019 and posting a copy of said notice on the Clerk's bulletin board."

Those present were: Mayor Pikolycky; Councilpersons Ortiz, Johnson, Bennett, Perez, Benson, and Cruz. Also present were: Richard Tonetta, Borough Solicitor; Michael Zumpino, Triad Associates; Bruce Graham, Borough Engineer, James Gurdgiel, Public Works Supervisor, and Maryjaye Sypniewski, Deputy Borough Clerk.

Mayor Pikolycky called for a Public Hearing on Ordinance No. 580-2019:

**ORDINANCE NO. 580-2019
AN ORDINANCE AMENDING ORDINANCE 577-2019: AN ORDINANCE
ESTABLISHING SALARIES FOR THE BOROUGH OF WOODBINE FOR THE
CALENDAR YEAR 2019**

BE IT ORDAINED by the Mayor and Council of the Borough of Woodbine that Ordinance No. 577-2019 has been amended as follows:

Effective May 1, 2019 the salary for the Tax Assessor in the Borough of Woodbine shall be \$17,500.00.

There being no comment forthcoming on motion of Councilman Benson, seconded by Councilman Cruz to adopt the foregoing ordinance, unanimously carried upon roll call vote. Ayes: Ortiz, Johnson, Bennett, Perez, Benson, Cruz Nays: None Abstain: None Absent: None

Mayor Pikolycky called for a Public Hearing on Ordinance No. 581-2019: Ordinance Appointing Jessica Bishop as Qualified Purchasing Agent for the Borough of Woodbine in Accordance with N.J.S.A. 40A:11-9 and Subject to a Shared Service Agreement By and Between the Borough of Woodbine and Township of Dennis.

Mayor Pikolycky explained that this Ordinance was now moot as Dennis Township had reorganized their administration and therefore withdrawn from this agreement.

There being no further comment forthcoming (after further explanation from Solicitor Tonetta) on motion of Councilwoman Perez, seconded by Councilman Bennett to adopt the foregoing ordinance, unanimously defeated upon roll call vote. Ayes: None Nays: Ortiz, Johnson, Bennett, Perez, Benson, Cruz Abstain: None Absent: None

Mayor Pikolycky called for the Introduction of the following proposed ordinance:

PROPOSED ORDINANCE NO. 582-2019
ORDINANCE APPOINTING JAMES CRAFT AS QUALIFIED
PURCHASING AGENT FOR THE BOROUGH OF WOODBINE IN
ACCORDANCE WITH N.J.S.A. 40A:11-9 AND SUBJECT TO A SHARED
SERVICE AGREEMENT BY AND BETWEEN THE BOROUGH OF
WOODBINE AND BOROUGH OF AVALON

WHEREAS, the Borough of Woodbine (Woodbine) has entered into a Shared Services Agreement with the Borough of Avalon (Avalon) for the provision of a Qualified Purchasing Agent (QPA) on behalf of Woodbine; and

WHEREAS, Avalon's QPA is James Craft who shall provide such services for Woodbine on a part-time basis; and

WHEREAS, the Council of the Borough of Woodbine finds it to be in the best interest of the Borough to appoint James Craft as QPA, part time.

NOW THEREFORE, BE IT ORDAINED by the Council of the Borough of Woodbine that James Craft be and is hereby appointed as Qualified Purchasing Agent in accordance with a Shared Service Agreement entered into by and between the Borough of Avalon and the Borough of Woodbine.

BE IT FURTHER ORDAINED that James Craft shall be assigned the authority, responsibility, and accountability for the purchasing activity for the Borough of Woodbine and shall preform such other duties as specified in the N.J.S.A. 40A:11-9(a).

On motion of Councilman Cruz, seconded by Councilman Bennett to approve the introduction of the above ordinance, unanimously carried upon roll call vote. Ayes: Ortiz, Johnson, Bennett, Perez, Benson, Cruz. Nays: None Abstain: None Absent: None

Mayor Pikolycky announced that the BUDGET PUBLIC HEARING has been POSTPONED to May 16, 2019

Mayor Pikolycky then called for the following resolutions:

RESOLUTION NO. 5-52-2019
RESOLUTION RESCINDING RESOLUTION 4-44-2019 AUTHORIZING THE
EXECUTION OF A SHARED SERVICES AGREEMENT BY AND BETWEEN THE
BOROUGH OF WOODBINE AND TOWNSHIP OF DENNIS FOR THE PROVISION OF
CERTIFIED MUNICIPAL FINANCE OFFICER AND QUALIFIED PURCHASING
AGENT SERVICES AND AUTHORIZING THE EXECUTION OF A SHARED
SERVICES AGREEMENT WITH THE BOROUGH OF AVALON FOR SAID
SERVICES

WHEREAS, the Borough of Woodbine was in need of a Certified Municipal Finance Officer (CMFO) and Qualified Purchasing Agent (QPA) as required by State Statute; and

WHEREAS, the Township of Dennis (Township) has in its employ a Certified Municipal Finance Officer and Qualified Purchasing Agent, and the Township was willing to share those services subject to the execution of a Shared Services Agreement; and

WHEREAS, the Borough of Woodbine and Township of Dennis were unable to agree on the terms of a Shared Services Agreement for said services and therefore it became necessary for the Borough to rescind the resolution 4-44-2019 authorizing the execution of a Shared Services Agreement with the Township; and

WHEREAS, the Borough of Avalon (Avalon) has in its employ, James Craft, a Certified Municipal Finance Officer (CMFO) and Qualified Purchasing Agent (QPA) and has offered to enter into a Shared Services Agreement with the Borough of Woodbine (Woodbine) and

WHEREAS, Woodbine and Avalon recognize the benefits and economies to be achieved by utilizing shared services for the performance of services that can be done more efficiently in combination than separately and the parties are authorized pursuant to the “Uniform Shared Services and Consolidation Act” N.J.S.A. 40A:65-1, et seq., to enter into a shared services agreement with any other local unit to provide or receive any service that each local unit could perform on its own; and

WHEREAS, the parties intend upon entering into a Shared Services Agreement for Certified Municipal Finance Officer and Qualified Purchasing Agent services on a part time basis for a period of three years at a cost of \$25,000.00 for the first year with an increase of 2% per year thereafter; and

WHEREAS, the parties wish to outline their respective duties and obligations related to the CMFO and QPA services to be supplied by Avalon for Woodbine by way of a Shared Services Agreement.

NOW THEREFORE, BE IT RESOLVED by the Council of the Borough of Woodbine that the Mayor and Clerk are authorized to enter into a Shared Services Agreement with the Borough of Avalon for the provision of Certified Municipal Finance Officer and Qualified Purchasing Agent services in the form and substance substantially similar as the Agreement attached hereto and made a part hereof subject to non-material changes as recommended by the Borough Solicitor.

On motion of Councilman Ortiz, seconded by Councilman Bennett to approve the foregoing resolution, unanimously carried.

RESOLUTION NO. 5-53-2019

RESOLUTION RESCINDING RESOLUTION 4-45-2019, A RESOLUTION APPOINTING JESSICA BISHOP AS CERTIFIED CHIEF MUNICIPAL FINANCE OFFICER FOR THE BOROUGH OF WOODBINE AND APPOINTING JAMES CRAFT AS CERTIFIED CHIEF MUNICIPAL

**FINANCE OFFICER IN ACCORDANCE WITH N.J.S.A. 40A:9-140.10
AND SUBJECT TO A SHARED SERVICES AGREEMENT BY AND
BETWEEN THE BOROUGH OF WOODBINE AND THE BOROUGH OF
AVALON**

WHEREAS, on April 18, 2019, the Borough Council appointed Jessica Bishop as Certified Chief Municipal Finance Officer in accordance with N.J.S.A. 40A:9-140.10 subject to the execution of a Shared Services Agreement with the Township of Dennis, her employer; and

WHEREAS, the Borough and Township were unable to consummate a Shared Services Agreement for the services of the Township's employee, Jessica Bishop; and

WHEREAS, the Borough of Avalon (Avalon) has in their employ James Craft who is a Certified Chief Municipal Finance Officer and Avalon is willing to share the services of James Craft subject to the execution of a Shared Services Agreement; and

WHEREAS, the Borough of Woodbine intends upon entering into a Shared Services Agreement with Avalon for the provision of a Certified Chief Municipal Finance Officer (CMFO) on behalf of the Borough; and

WHEREAS, Avalon's CMFO James Craft, shall provide such services for the Borough on a part-time basis; and

WHEREAS, the Council of the Borough of Woodbine finds it to be in the best interest of the Borough to appoint James Craft as CMFO, part time, subject to the execution of a Shared Services Agreement.

NOW THEREFORE BE IT RESOLVED by the Council of the Borough of Woodbine that Resolution 4-45-2019 appointing Jessica Bishop is hereby rescinded and of no further force and effect.

BE IT FURTHER RESOLVED that James Craft be and is hereby appointed as Certified Chief Municipal Finance Officer in accordance with and provided that, a Shared Service Agreement is entered into by and between the Borough of Avalon and the Borough of Woodbine in the form substantially similar to the Agreement attached hereto, subject to non-material changes recommended by the Borough Solicitor

BE IT FURTHER RESOLVED that James Craft shall be responsible for the proper financial administration of the Borough in accordance with N.J.S.A. 40A:9-140.1 et seq.

On motion of Councilman Cruz, seconded by Councilman Benson to approve the foregoing resolution, unanimously carried.

RESOLUTION NO. 5-54-2019

**RESOLUTION RESCINDING RESOLUTION 4-46-2019, A RESOLUTION
AUTHORIZING JESSICA BISHOP AS ADDITIONAL SIGNATORY ON
BOROUGH BANK ACCOUNTS WITH CREST SAVINGS BANK AND
AUTHORIZING JAMES CRAFT AS ADDITIONAL SIGNATORY ON
BOROUGH BANK ACCOUNTS**

WHEREAS, on April 18, 2019, the Borough Council authorized Jessica Bishop as an additional signatory on Borough of Woodbine bank accounts in anticipation of her appointment as Certified Chief Municipal Finance Officer for the Borough in accordance with a Shared Services Agreement to be executed by the Borough of Woodbine and Township of Dennis, her employer; and

WHEREAS, the Borough and Township were unable to consummate a Shared Services Agreement for the services of the Township's employee, Jessica Bishop; and

WHEREAS, the Borough of Avalon (Avalon) has in their employ James Craft who is a Certified Chief Municipal Finance Officer and Avalon is willing to share the services of James Craft subject to the execution of a Shared Services Agreement; and

WHEREAS, the Borough of Woodbine intends upon entering into a Shared Services Agreement with Avalon for the provision of a Certified Chief Municipal Finance Officer (CMFO) on behalf of the Borough; and

WHEREAS, Avalon's CMFO James Craft, shall provide such services for the Borough on a part-time basis and shall require authority to execute all financial documents with the Borough's financial institution, Crest Savings Bank; and

WHEREAS, the Council of the Borough of Woodbine finds it to be in the best interest of the Borough to appoint James Craft as CMFO, part time, and to provide James Craft the authority to execute all financial documents necessary to carry out his duties with the Borough's financial institution, Crest Savings Bank, subject to the execution of a Shared Services Agreement.

NOW THEREFORE BE IT RESOLVED by the Council of the Borough of Woodbine that Resolution 4-46-2019 authorizing Jessica Bishop as additional signatory on Borough accounts with Crest Savings Bank is hereby rescinded and of no further force and effect.

BE IT FURTHER RESOLVED that James Craft be and is hereby authorized as an additional signatory of Borough of Woodbine bank accounts with Crest Savings Bank provided that a Shared Service Agreement is entered into by and between the Borough of Avalon and the Borough of Woodbine for Certified Municipal Finance Officer services in the form substantially similar to the Agreement attached hereto, subject to non-material changes recommended by the Borough Solicitor

On motion of Councilman Ortiz, seconded by Councilman Johnson to approve the foregoing resolution, unanimously carried.

Unfinished and New Business: Mr Graham advised that as the conditions of the financing agreement with the County concerning the OpenSpace Eco Park requires transferring the property on which the EcoPark is located over to the County which will include vacation of roads which will require an ordinance, which will be forthcoming.

Mr Tonetta proposed a motion for the Borough to refer, review, and provide recommendations for an amendment to the Borough Land Use regulations for the deployment of small wireless facilities in the Borough Right of Way to the to the Land Use Board which the Mayor requested be shared with the Department of Community Affairs Local Planning Services team as well as Mr Conley and Mr Russell. ("MOTION TO REFER A REVIEW AND PROVIDE RECOMMENDATIONS FOR AN AMENDMENT TO THE BOROUGH OF WOODBINE LAND USE REGULATIONS FOR THE DEVELOPMENT OF SMALL WIRELESS FACILITIES IN THE BOROUGH'S RIGHT OF WAY")

Motion offered by Cruz, seconded by Johnson, unanimously approved upon roll call.

Mr Gurdgiel and Mr Graham: Street light issues resolved; indicated usage water at Belleplain State Forest under original estimate.

Mayor initiated discussion of transportation infrastructure bank as a possibility to leverage future projects under consideration.

Councilman Ortiz questioned Public Works inability to pick up bamboo, which was clarified by Mr Gurdgiel. An extended discussion of recycling issues and problems followed, including food waste and compost initiatives.

Payment of Bills: On motion of Councilman Ortiz, seconded by Councilman Benson to approve the bills for payment, unanimously carried.

Public Comment: None.

Adjournment: On motion of Councilman Ortiz, seconded by Councilman Bennett to adjourn, unanimously carried.

Respectfully submitted,

M. Frankel Sypniewski
Deputy Borough Clerk