

**BOROUGH OF WOODBINE
REGULAR MEETING**

**MAY 5, 2016
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 27, 2016 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; Bruce Graham, Borough Engineer; and Lisa Garrison, Borough Clerk.

Mayor Pikolycky called for approval of the minutes of April 21, 2016. On motion of Councilman Bennett, seconded by Councilman Ortiz to approve the minutes of April 21, 2016 as presented, carried with one (1) abstention by Councilman Cruz.

Mayor Pikolycky called for the following resolutions:

RESOLUTION NO. 5-31-2016

A RESOLUTION ADOPTING THE ANNUAL AUDIT REPORT FOR THE YEAR 2015

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2015 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Woodbine, hereby states that it has complied with N.J.A.C. 5-30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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

On motion of Councilman Ortiz, seconded by Councilman Cruz to approve and adopt the following resolution, unanimously carried.

RESOLUTION NO. 3-32-2014

APPOINTMENT OF MARIE WYMAN

WHEREAS, the Borough of Woodbine is in need of the services of a part-time seasonal assistant to the Tax and Finance Department; and

WHEREAS, the following nomination of **MARIE WYMAN** has been made by the Mayor for appointment to the position of part-time seasonal assistant to the Tax and Finance Department subject to the advice and consent of Borough Council; and

WHEREAS, Borough Council has duly considered the matter and wishes to express its advice and consent.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodbine, in the County of Cape May and State of New Jersey as follows:

1. The allegations of the preamble are incorporated herein by this reference.

2. Marie Wyman is hereby appointed as a part-time seasonal assistant to the Tax and Finance Department effective May 2, 2016.
3. The part-time seasonal assistant to the Tax and Finance Department shall not exceed 32 hours per week and is an employee at will with compensation hereby fixed at \$9.00 per hour.

RESOLUTION NO. 5-33-2016

AUTHORIZATION TO ADVERTISE FOR BIDS WOODBINE STATE POLICE BARRACKS BALLISTICS UPGRADE

WHEREAS, the Borough of Woodbine has and continues to lease the Borough owned Building located at 809 Franklin Street to the State of New Jersey for use by the State Police (Lease #4227); and

WHEREAS, the State Police through the Department of the Treasury, Division of Property Management & Construction has requested that certain Ballistic Upgrades be made to the lobby of this Borough Building and has further authorized reimbursement for the necessary Architectural and Engineering services to implement this work via a Work Authorization dated March 29, 2016; and

WHEREAS, the Borough has contracted with Joseph F. McKernan Jr. Architects and Associates, LLC as authorized by Resolution 4-25-2016 to prepare the necessary construction documents in order to competitively bid the work;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodbine, that upon receipt of the final bid documents from the Architect, the Borough Clerk is hereby authorized to place the appropriate advertisement for bids for said work in the Official Newspaper of the Borough and to receive said bids in accordance with the New Jersey Public Bidding Laws.

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

On motion of Councilman Cruz, seconded by Councilman Ortiz to approve and adopt the following resolution, unanimously carried.

RESOLUTION NO. 5-34-2016

CANCEL TAXES AND AUTHORIZE REFUND DUE TO DISABLED VETERAN EXEMPTION

WHEREAS, the Tax Assessor of the Borough of Woodbine has granted a full property tax exemption as a disabled veteran to Enrique Rodriguez, as the owner of Block 53 Lot 13; and

WHEREAS, the tax exemption is retroactive to March 22, 2016 and because of the foregoing, taxes from March 22, 2016 to December 31, 2016 should be cancelled and a refund be issued, in the amount of \$495.19, for taxes paid to date to the following:

Corelogic Real Estate Tax Service
Refund Department
PO Box 961250
Fort Worth, TX 76161-9858

NOW, THEREFORE, BE IT RESOLVED that the property taxes be cancelled and a refund in the amount of \$495.19 be issued to the name and address as appears above; and

BE IT FURTHER RESOLVED that a copy of this Resolution be filed with the Collector of Taxes and the Chief Financial Officer.

Unfinished Business: None

New Business: None

Engineer's Report -

Woodbine State Police Barracks Ballistic Upgrade - Mr. Graham indicated the upgrade was requested from the State Police and McKernan Architects were hired. The advertisement is May 25, 2016 with bids to be received on June 15, 2016. The award will be subject to concurrence with the State Police and the project is anticipated to cost between \$40,000 and \$50,000.

MUA Water Project - A preliminary engineer report is being prepared and Mr. Graham indicated he is also working with Triad Associates. It is anticipated the application will be sent to USDA on Monday or Tuesday of next week. The project is estimated to be \$4 million to be done in phases with Phase I estimated at \$2 million. Mr. Zumpino also indicated the application was discussed with Mr. Henderson and Mr. Drewes at the Conference of Mayors .

TWT Report - Mr. Graham indicated he is trying to set up a meeting with TWT to review the status report which was received last Friday.

At this time Mr. Zumpino reported on the following:

Routes 638 & 550 - The County was invited to submit an application to Safe Routes to School for a possible project of a drop off zone at the school. The project could be part of the County's reconstruction project and the application could be submitted by the County on behalf of the Borough or in conjunction with the Borough. Mr. Zumpino will follow-up. Mayor Pikolycky encouraged a meeting to be held. Mr. Zumpino indicated an article in the Complete Streets magazine highlights the Borough and this project is not inconsistent with the

Borough's adopted ordinance. He is hoping the dots will be connected with the two (2) concepts and use Safe Routes to School funds to leverage the project.

Food Pantry Phase II - Mr. Zumpino indicated correspondence had been received stating the project is eligible and he feels there is a good shot for approval.

Legislative Session - Mr. Zumpino indicated at the Conference of Mayors that Mayor Pikolycky had presented a position paper on reactive contribution agreements which would provide additional funds for homeowner rehabilitation. The position paper has been accepted and will be reviewed. The Small Cities funds are limited and this would provide another avenue of funding. The conference has embraced the position paper.

Mr. Graham reported on the Open Space project indicating the design is still in the process of being placed on paper. He anticipates submittal of a Pinelands application next month and the project will be scheduled for bidding by early fall. Mr. Graham indicated he will bring the plans to the next meeting for Council's review.

Summer Youth - Ms. Garrison indicated she is still working on it.

Solicitor's Report - Mr. Tonetta reported Mr. Kizner is still pursuing additional funding through the insurance company in regards to the landfill.

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

Public Comment: None

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

Respectfully submitted,

Lisa Garrison
Borough Clerk

