

**BOROUGH OF WOODBINE
REGULAR MEETING**

**MAY 17, 2018
7:30 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 23, 2018 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; Kan Liu, Airport Engineer; and Lisa Garrison, Borough Clerk.

The Pledge of Allegiance was led by Mayor Pikolycky.

Mayor Pikolycky called for approval of the minutes. On motion of Councilman Johnson, seconded by Councilman Benson to approve the minutes of May 3, 2018, carried with one (1) abstention by Councilwoman Perez.

At this time Mayor Pikolycky called for the following resolutions:

RESOLUTION NO. 5-42-2018

AUTHORIZING REDEMPTION IN INSTALLMENTS

WHEREAS, N.J.S.A. 54:5-65 provides authority for the governing body to authorize redemption of a municipally held lien by installment payments to include principal and interest; and

WHEREAS, the following owner of record is desirous of satisfying their tax lien by an installment payment plan:

<u>Owner</u>	<u>Block/Lot</u>	<u>Property Location</u>	<u>Tax Title Lien #</u>
John & Margaret Skordas	112/3 C-248	248 Maple St	18-00033

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Woodbine, County of Cape May, State of New Jersey, hereby authorize the installment plans as set forth on the attached schedules and that in addition to said installments being promptly paid on the first of each month, for up to 36 months, all current year's taxes, subsequent taxes, assessments or other municipal liens imposed shall be promptly paid when due.

BE IF FURTHER RESOLVED, that the final payment shall be sufficient to include all amounts due the municipality and secured by the tax sale lien, except for current year's taxes, and shall include interest properly chargeable on the respective unpaid balances.

BE IT FURTHER RESOLVED, that if installment payments are regularly and promptly made in accordance with the attached schedule, then the municipality will suspend any action to cut off or foreclose the right of redemption, and will agree not to assign, transfer or otherwise alienate the tax title lien it holds.

BE IT FURTHER RESOLVED, if any unpaid installment remains unpaid after 30 days of due date, then the municipality may proceed to enforce or foreclose the tax sale lien, or sell, assign, transfer or alienate it and shall proceed only for the unpaid balance after proper credit of such installment payments as were made.

BE IT FURTHER RESOLVED, that a certified copy of this resolution, along with an attached installment schedule will be forwarded to the Tax Collector and the property owners.

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

On motion of Councilman Benson, seconded by Councilman Johnson to approve the following resolution, unanimously carried.

RESOLUTION NO. 5-43-2018

A RESOLUTION AUTHORIZING PARTICIPATION IN THE NATIONAL COOPERATIVE CONTRACT WITH HGACBUY IN ACCORDANCE WITH N.J.S.A. 52:34-6.2

WHEREAS, N.J.S.A. 52:34-6.2(b) was enacted into law permitting agencies to use national purchasing cooperatives: and

WHEREAS, the Borough of Woodbine desires to participate in National Cooperative contracts established by HGACBUY, a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code, in order to effect substantial economies in the purchase of equipment, materials, supplies and services; and

WHEREAS, HGACBUY has contracted with various vendors for various contracts; and

WHEREAS, it is the intent of the Borough of Woodbine to utilize these contracts on an “as needed” basis during the calendar year 2018; and

WHEREAS, the Borough of Woodbine may enter into contractual agreements with HGACBUY through its resolutions and properly executed contracts/purchase orders, which shall be subject to all the conditions applicable to the current New Jersey Local State Public Contracts Laws.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Woodbine authorizes the appropriate Borough officer to purchase certain equipment, materials, supplies and services from those approved HGACBUY vendors pursuant to all conditions of the

individual contracts, the procedures established by HGACBUY and in compliance with New Jersey State Public Contracts Laws.

BE IT FURTHER RESOLVED that HGACBUY vendors and their corresponding contracts may change during the timeframe indicated below and that the Borough Clerk/Purchasing Agent is hereby authorized to make the necessary adjustments to the list of vendors as may be required for the Borough to continue its routine procurement practices throughout the indicated timeframe.

BE IT FURTHER RESOLVED that the certification of available funds and contract shall not be chargeable or certified until such time as the equipment, materials, supplies and services are ordered or otherwise called for prior the placing the order and a certification of availability of funds shall be made by the Borough's Chief financial Officer.

BE IT FURETHER RESOLVED that the duration of the contracts between the Borough and the referenced HGACBUY shall be for the time period beginning upon the adoption of this Resolution and continuing through December 31, 2018, the termination by either party with 30 days written notice by certified mail or until the expiration of the vendor's HGACBUY Contract, whichever shall first occur.

RESOLUTION NO. 5-44-2018

A RESOLUTION AUTHORIZING THE PURCHASE OF ONE NEW CUSTOM ROSENBAUER PUMPER FIRE APPARATUS FROM DEFENDER EMERGENCY PRODUCTS SALES AND SERVICE, BRICK, NEW JERSEY IN THE AMOUNT NOT TO EXCEED \$443,043.00, PURSUANT TO A NATIONAL COOPERATIVE CONTRACT AGREEMENT WITH HGACBUY, CONTRACT ILC18-6792

WHEREAS, the Borough of Woodbine Volunteer Fire Department is in need of a new custom Rosenbauer Pumper fire apparatus and associated equipment to provide continued competent and efficient first response fire suppression services to the Borough; and;

WHEREAS, the Borough of Woodbine is a member of a National Cooperative Purchasing Agreement known as the HGACBUY national cooperative pursuant to an Interlocal Contract of Cooperative Purchasing under member number ILC18-6793; and,

WHEREAS, HGACBUY has acted as lead agency and awarded Contract # to Defender Emergency Products Sales and Service, Brick, New Jersey; and,

WHEREAS, N.J.S.A. 52:34-6.2 permits the Borough of Woodbine to purchase a new custom Rosenbauer Pumper fire apparatus and associated equipment using the offered HGACBUY National Cooperative Contract without public bidding, subject to the submittal and acceptance of certain documentation by Defender Emergency Products Sales and Service; and

WHEREAS, the Borough intends under HGACBUY US under the Category: Fire Protection, Contract # 1049, to purchase from Defender Emergency Products Sales and Service, Brick, New Jersey, in an amount not to exceed \$443,043.00, as listed in the quotation, dated April 19, 2018, attached hereto and made a part hereof and in accordance with the Bid Specifications prepared by the Borough and on file in the Clerk's Office dated April 30, 2018; and

WHEREAS, the Borough Clerk and Chief Financial Officer, recommend the use of the HGACBUY National Cooperative Pricing for this procurement; and

WHEREAS, notice of the within purchase has been published on 2018, with a 10-day comment period as required by Local Finance Notice 2012-10 and;

WHEREAS, the Borough Clerk has determined that the use of the offered HGACBUY National Cooperative Contract will result in cost savings after all factors, including charges for equipment, service, material and delivery have been considered and has verified that such equipment is not available through State Contract awarded by the Division of Purchase and Property in the New Jersey Department of the Treasury pursuant to N.J.S.A. 40A:11-12; and

WHEREAS, the availability of funds for said purchase to be awarded herein have been certified by the Chief Financial Officer; and

WHEREAS, the Borough Solicitor has certified that this meets the statute and regulations governing the award of said contracts;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE BOROUGH OF WOODBINE, that the Chief Financial Officer is authorized to prepare a purchase order to procure a custom Rosenbauer Pumper fire apparatus in accordance with the specifications on file in the Clerk's Office dated April 30, 2018 and proposal submitted by Defender Emergency Products Sales and Service, Brick, New Jersey for a price not to exceed \$443,043.00.

BE IT FURTHER RESOLVED that the purchase order shall contain a requirement that "the vendor shall maintain all documentation related to products, transactions or services under this contract for a period of five years from the date of final payment. Such records shall be made available to the New Jersey Office of the State Comptroller upon request".

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

On motion of Councilman Ortiz, seconded by Councilwoman Perez to approve the following resolution, unanimously carried.

RESOLUTION NO. 5-45-20187

**APPROVING SPECIFICATIONS AND AUTHORIZATION TO ADVERTISE FOR BIDS
HELICOPTER APRON PROJECT**

WHEREAS, the Borough of Woodbine is desirous of completing helicopter apron renovations at the Woodbine Municipal Airport; and

WHEREAS, the design and bid documents have been prepared by DY Consultants for this Project to be competitively bid;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodbine, that the design specifications and bid documents are hereby approved and 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.

RESOLUTION NO. 5-46-2018

A RESOLUTION AUTHORIZING THE EXECUTION OF A DISCHARGE OF MORTGAGE FOR PROPERTY KNOWN AS BLOCK 29 LOT 10 ON THE TAX MAP OF THE BOROUGH OF WOODBINE

WHEREAS, the Borough of Woodbine was the recipient of financing for the rehabilitation of certain foreclosed and abandoned properties in the Borough in accordance with a Grant Agreement with the State of New Jersey, Department of Community Services, Division of Housing and Community Resources, Neighborhood Stabilization Program (NSP); and

WHEREAS, Block 29 Lot 10 (Property) was acquired by the Borough for the purpose of renovating the same in accordance with the NSP and after acquisition was completely rehabilitated and sold to a qualified individual to be used as her residence (Owner); and

WHEREAS, in accordance with the terms of the NSP, the Owner qualified for a portion of the purchase price and the balance of the purchase price in the amount of \$32,377.00 (Second Mortgage) was payable to the Borough representing funds received from the NSP for rehabilitation costs and secured by a “Forgivable Second Mortgage” on the Property; and

WHEREAS, the Owner subsequently transferred the Property to Housing Program Development Corporation for its resale in accordance with the terms of the NSP and Grant Agreement; and

WHEREAS, Triad Associates is the Borough’s Administrative Agent to assure all owners of the Property meet the criteria for ownership of properties rehabilitated under the NSP and COAH and has reviewed the application of a potential purchaser of the Property who is found to meet the criteria, however the potential purchaser only qualifies for a First Mortgage in the amount of \$96,000 and the purchase price based upon an appraised value is \$116,000 and the combined First Mortgage and Second Mortgage would exceed the value of the Property; and

WHEREAS, in order to facilitate the sale so as to have homeownership of the Property the Borough has been asked to discharge the balance of the Forgivable Mortgage, thus releasing

the lien on the Property, which is permissible in accordance with the Grant Agreement and authorized by the Department of Community Services, which is acceptable by the Borough provided all costs are borne by Housing Program Development Corporation or other third parties and no cost is chargeable to the Borough.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Woodbine that the Mayor and Clerk are authorized to execute a Discharge of Mortgage recorded in Mortgage Deed book 5385 Page 552 of the Cape May County Clerk's Office provided no costs are chargeable to the Borough of Woodbine.

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

On motion of Councilman Cruz, seconded by Councilwoman Perez to approve the following resolution, unanimously carried.

RESOLUTION – 5-47-2018

REFUND OF HOMESTEAD PROPERTY TAX REBATE

WHEREAS, a Veteran's Exemption was approved on May 12, 2016 for Block 53 Lot 13, Enrique Rodriguez, 624 Clay Street, Woodbine, New Jersey, NJ; and

WHEREAS, due to the Veteran's Exemption there are no property taxes billed on Block 53 Lot 13; and

WHEREAS, the 2015 Homestead Rebate in the amount of \$54.39 has been received and needs to be refunded to the property owner.

NOW, THEREFORE, BE IT RESOLVED that a refund be made to the respective taxpayer whose name and address appears above for the amount set forth therein; and

BE IT FURTHER RESOLVED that a copy of this Resolution be filed with the Collector of Taxes and the Borough Treasurer.

RESOLUTION NO. 5-48-2018

APPROVING SPECIFICATIONS AND AUTHORIZATION TO ADVERTISE FOR BIDS FOOD PANTRY PHASE II

WHEREAS, the Borough of Woodbine made application and was awarded funding through the US Department of Agriculture-Rural Development (USDA-RD) to continue improvement to the Woodbine Community Food Bank; and

WHEREAS, the design and bid documents have been prepared by Triad Advisory Services, Inc. t/a Triad Associates for this Project to be competitively bid;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodbine, that the design specifications and bid documents are hereby approved and 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 Johnson to approve the foregoing resolution, unanimously carried.

On motion of Councilman Ortiz, seconded by Councilwoman Perez to approve the following resolution, unanimously carried.

RESOLUTION NO. 5-49-2018

APPROVAL TO SUBMIT THE GRANT APPLICATION AND EXECUTION OF THE SUBCONTRACT WITH THE COUNTY OF CAPE MAY FOR THE MUNICIPAL ALLIANCE PROGRAM FOR THE FISCAL GRANT CYCLE JULY 1, 2018-JUNE 30, 2019

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Borough Council of the Borough of Woodbine, County of Cape May, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Borough Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Cape May;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Woodbine, County of Cape May, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the Woodbine Municipal Alliance grant for fiscal year 2019 (July 1, 2018 to June 30, 2019) in the amount of:

DEDR	\$5,500
Cash Match	\$1,375
In-Kind	\$4,125

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

Unfinished Business:

Water Quality Management Plan (County) Status - Mr. Graham indicated he will follow up with Ms. Gimmeno.

County Road Projects – 550/638 Update - Mr. Graham indicated the County awarded Route 638 to South State and it is on schedule for summer construction. He further indicated that Route 550 is currently in the Pinelands permitting phase.

Comcast Local Access Channel Status - Ms. Garrison indicated they were currently working on activating the sound for the channel.

Open Space Eco-Park update – Mr. Graham reported that the project is moving along but has been slowed down due to the rain. Anticipates foundations to be poured and the paving to be started within the next 2-3 weeks.

DEP Issues – Asset Management Plan Status – Mr. Graham indicated he was working on the scope for the engineering part to upload into the system.

USDA Projects – Status - Ms. Garrison indicated a meeting will be held with the contractor for a change order to the Head Start Project. The architect will have the plans completed by the end of the month for the roof and septic phase of the project. Ms. Garrison indicated Council had approved the specifications and authorized the advertisement of bid for the Food Bank Phase II. The USDA firefighter grant is in the process of being closed out at this time.

Sumner Avenue Reconstruction Project Status - Mr. Graham indicated the survey work has been and the design to start soon. Anticipates to bid in June with late summer construction.

DCA Planning Board Master Plan Status – Mr. Graham indicated a kick-off meeting will be held on June 6, 2018.

Student Government Day - May 23, 2018

New Business:

Pineland Commission CMP Amendments – March 5, 2019 - Mr. Graham indicated there were no significant changes in the amendments. An ordinance will be introduced at the next meeting.

CMCMUA Recycling Rebate - \$3,597.52 - Mayor Pikolycky indicated the Borough is not making the target. Ms. Garrison will review with Mr. Gurdgiel.

MAC/Scout Community Cleanup – June 2, 2018 – Lincoln Park

Woodbine Library Herb Demonstration – June 2, 2018 – 10:00 a.m. – 11:00 a.m.

Woodbine Elementary School Graduation – June 13, 2018 – 7:00 p.m.

Committee Reports:

Public Works/Buildings & Grounds: Chairman Bennett indicated hydrant flushing will occur next week.

Health, Education & Human Services: Chairman Benson reported the Woodbine Elementary School was excited about the Eco-Park.

Public Safety & Courts: Chairman Cruz had nothing to report at this time.

Community Affairs & Grants: Chairman Ortiz had nothing to report at this time.

Property & Small Business: Chairman Johnson had nothing to report at this time.

Revenue & Finance: Chairwoman Perez had nothing to report at this time.

Engineer's Report –

Sewer Project - Still waiting on revised draft agreement from the Department of Human Services.

Remediation Projects -

Hat Company Site – Working with TWT and Triad on strategy to fund cleanup and end use improvements for the site.

Airport Site - TWT working on the demolition of the Richardson building and old bunkers.

Landfill Site - working with TWT on documentation for redevelopment options at site.

Airport Utility Engineer's Report –

Taxiway A Mill and Overlay Stage 2, Design – Complete.

Ceilometer and REIL Unit Replacement - Complete

20:1 TERP Surface Obstruction Removal - Anticipate to go out to bid late fall.

Taxiway A Rehabilitation Stage II – Construction – Contractor to provide as built document and final invoices.

Helicopter Parking and Apron Design and Construction – The application deadline is July 10, 2018. The bid will be advertised on May 30, 2018 with a bid opening of June 20, 2018 and award to be scheduled for June 21, 2018.

Solicitor's Report: Mr. Tonetta reported the advertisement went to the paper and the COAH will be held on June 12, 2018. Mayor Pikolycky questioned the procedure to be utilized for property maintenance issues such as grass nuisances. Mr. Tonetta reviewed the methods that may be utilized and indicated that prior to each abatement the property owner must be given notice and must be given the opportunity to abate the problem. Mr. Tonetta recommended utilizing the vacant and abandoned property funds to hire an outside contractor to mow. Mr. Tonetta will review the ordinance.

Public Comment: None

Payment of Bills: On motion of Councilwoman Perez, seconded by Councilman Johnson to approve the bills for payment, unanimously carried.

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

Respectfully submitted,

Lisa Garrison
Borough Clerk

