

**BOROUGH OF WOODBINE
REGULAR MEETING**

**September 2 , 2021
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 13, 2021 and posting a copy of said Notice on the Clerk's bulletin board."

Those present were: Mayor Pikolycky; Councilpersons Ortiz , Johnson, Bennett, Perez and Benson. Also present were: Richard Tonetta, Borough Solicitor; Bruce Graham, Borough Engineer; Brian Prohowich, Van Note-Harvey Associates; Michael Zumpino, Triad Associates (via telephone); and Lisa Garrison, Borough Clerk. Absent: Councilman Cruz

Mayor Pikolycky called for approval of the minutes of July 15, 2021. On motion of Councilman Johnson, seconded by Councilman Benson to approve the minutes of July 15, 2021, unanimously carried

Director, Division of Local Government Services, are on file with the Borough Clerk and are available for public inspection.

SECTION 12. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Mayor Pikolycky called for the following resolutions:

RESOLUTION NO. 9-85-2021

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT RENEWING MEMBERSHIP IN THE
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Borough of Woodbine (hereinafter the "MUNICIPALITY") is a member of the Atlantic County Municipal Joint Insurance Fund (hereinafter the "FUND"); and

WHEREAS, the MUNICIPALITY'S membership terminates as of January 1, 2022 unless earlier renewed by a Contract between the MUNICIPALITY and the FUND; and

WHEREAS, N.J.S.A. 40A:11-5 (1) (m) provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the subject matter is for the purchase of insurance coverage and consultant services, provided that the award is in accordance with the requirements for extraordinary unspecifiable services; and

WHEREAS, N.J.S.A. 40A:11-6.1(b) provides that the MUNICIPALITY shall make a documented effort to secure competitive quotations; however, a Contract may be awarded upon a determination, in writing, that the solicitation of competitive quotations is impracticable; and

WHEREAS, in accordance with N.J.A.C. 5:34-2.3, a designated official of the MUNICIPALITY, has filed a certification with the governing body describing in detail, as set forth below in this Resolution, why this Contract meets the provisions of the statutes and the regulations and why the solicitation of competitive quotations is impracticable; and

WHEREAS, it has been determined that the purchase of insurance coverage and insurance consultant services by the MUNICIPALITY requires a unique knowledge and understanding of the municipal exposures and risks associated with the operation of a municipal entity, and many insurance professionals are not qualified to assess these risks and exposures based upon their inherent complexity; and

WHEREAS, insurance coverage for municipal entities can vary greatly in the type, limits, and exceptions to coverage, and therefore particularized expertise in determining and obtaining the appropriate coverage is required to protect the MUNICIPALITY; and

WHEREAS, it is the goal of the MUNICIPALITY to obtain a single integrated program to provide all types of insurance coverage with a plan to limit the MUNICIPALITIES exposure; and

WHEREAS, the FUND has provided comprehensive insurance coverage to member municipalities since 1987; and

WHEREAS, since 1987, the Fund has continually refined all of the types of coverage that it provides to its members so that it offers comprehensive insurance coverage and limits to all members that is unique and cannot be purchased from a single entity in the commercial insurance market; and

WHEREAS, the FUND has also developed and made available to its members Safety, Risk Management and Litigation Management programs that address the specific exposures and risks associated with municipal entities; and

WHEREAS, the FUND provides the MUNICIPALITY with Fund Administration, Claims Review, Claims Processing, Claims Administration, Actuarial and Legal services; and

WHEREAS, the FUND is one of the most financially sound Municipal Joint Insurance Funds in New Jersey, and the FUND operates with strong fiscal controls, member oversight, and meets all of the requirements promulgated by the New Jersey Department of Community Affairs and the Department of Banking and Insurance; and

WHEREAS, as an existing member of the FUND, the MUNICIPALITY would be renewing its membership in an organization with experienced and dedicated FUND Professionals who provide specialized services to the members; and

WHEREAS, the membership of the FUND includes many neighboring municipalities that have uniquely similar exposures to the MUNICIPALITY, and with whom the MUNICIPALITY has existing inter-local arrangements; and

WHEREAS, all of the aforementioned factors categorize the award of this Contract as an “extraordinary, unspecifiable service” that cannot be duplicated, accounted for, accurately detailed,

or described in a manner that truly depicts the value of the MUNICIPALITY'S membership in the FUND; and

WHEREAS, for all of the aforementioned reasons, it is impracticable for the MUNICIPALITY to seek competitive quotations for a Contract to provide the procurement of insurance coverage and consultant services; and

WHEREAS, the FUND has been organized pursuant to N.J.S.A. 40A:1036 et seq., and as such is an agency of the municipalities that created it; and

WHEREAS, N.J.S.A. 40A:11-5(2) also provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the Contract is entered into with a municipality or any board, body, officer, agency or authority thereof; and

WHEREAS, the FUND meets the definition of an agency as set forth in N.J.S.A. 40A:11-5(2); and

WHEREAS, for all of the aforementioned reasons, the MUNICIPALITY desires to enter into a Contract to renew its membership with the FUND for a period of three (3) years, for insurance coverage and consultant services, as an exception to the public bidding requirements of the Local Public Contracts Law.

NOW THEREFORE, BE IT RESOLVED by the governing body of the MUNICIPALITY as follows:

1. The MUNICIPALITY agrees to renew its membership in the FUND and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the FUND.
2. The Mayor and Clerk of the MUNICIPALITY shall be and hereby are authorized to execute the "Contract to Renew Membership" annexed hereto and made a part hereof and to deliver same to the FUND evidencing the MUNICIPALITY'S renewal of its membership.
3. In accordance with N.J.A.C. 5:34-2.3, the certificate of a designated official of the MUNICIPALITY, which details why the solicitation of competitive quotations is impracticable, is attached hereto and made a part of this Resolution.
4. The Clerk of the MUNICIPALITY is authorized and directed to place a notice of the adoption of this Resolution and the award of this Contract in the official newspaper of the MUNICIPALITY.

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

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

RESOLUTION NO. 9-86-2021

ACCEPTANCE OF FOOD BANK PROJECT PHASE 3 CONTRACT #1

WHEREAS, Hutchinson Mechanical, of Cherry Hill, was awarded a contract for the installation of two (2) mini split air conditioning units and an electric hot water heater; and

WHEREAS, the work on the project is now complete.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodbine that the project be accepted as complete; and

BE IT FURTHER RESOLVED that all payments due the contractor be made to Hutchinson Mechanical.

RESOLUTION NO. 9-87-2021

APPOINTMENT OF MUNICIPAL COURT JUDGE

WHEREAS, N.J.S.A. 2A:8-5 provides that each Judge of the Municipal Court shall serve for a term of three (3) years from the date of his/her appointment and until his/her successor is appointed and qualified; and

WHEREAS, in accordance with N.J.S.A. 2A:8-5 and N.J.S.A. 40:87-16, the Mayor of the Borough of Woodbine has nominated **THOMAS KEYWOOD** for the appointment to the position of Judge of the Municipal Court for a three (3) year term; and

WHEREAS, Borough Council wishes to confirm such nomination as required by N.J.S.A. 40:87-16.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodbine, that:

The allegation of the preamble are incorporated herein by this reference.

The Borough Council does hereby confirm the Mayor's nomination of Thomas Keywood as Judge of the Municipal Court of the Borough of Woodbine for a three (3) year term effective October 1, 2021 until her successor is appointed and qualified.

A certified copy of this resolution shall be filed with the Clerk of the Municipal Court as conclusive evidence of such nomination and confirmation and a copy shall be provided to said nominee.

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

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

RESOLUTION NO. 9-88-2021

**APPROVING THE MEMBERSHIP TO THE WOODBINE VOLUNTEER FIRE
DEPARTMENT AND SUBMISSION OF APPLICATION FOR MEMBERSHIP TO THE
NEW JERSEY STATE FIREMENS ASSOCIATION FOR VICTOR HARTLEY III,
ETHAN HARTLEY AND KELSEY PANE**

WHEREAS, Victor Hartley III, Ethan Hartley and Kelsey Pane have submitted their application for membership to the Woodbine Volunteer Fire Company; and

WHEREAS, they have met the physical guideline requirements; and

WHEREAS, background checks and motor vehicle reports have been performed and are awaiting receipt; and

WHEREAS, pursuant to New Jersey State Firemens Physical Rules and Regulations submission of application for membership to the New Jersey State Firemens Association must be approved by Mayor and Council:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodbine, County of Cape May, State of New Jersey that the approval of membership to the Woodbine Volunteer Fire Department and submission of application for membership to the New Jersey State Firemens Association are hereby approved contingent upon satisfactory background check.

RESOLUTION NO. 9-89-2021

**AUTHORIZING THE HIRING OF TRIAD ADVISORY SERVICES T/A TRIAD
ASSOCIATES FOR GRANTS SERVICES UNDER A USDA RURAL BUSINESS
DEVELOPMENT GRANT (RBDG)**

WHEREAS, the Governing Body of the Borough of Woodbine entered into a Professional Services Agreement on January 7, 2021 with Triad Advisory Services t/a Triad Associates for ongoing professional services for the Borough; and

WHEREAS, Triad Associates has submitted a proposal for grant implementation services to be funded through a USDA RBDG Grant and pertaining to a Feasibility Study and Economic Analysis for the Proposed Airport Redevelopment Project, and

WHEREAS, the Governing Body of the Borough of Woodbine finds the scope of services to be provided by Triad Associates to be acceptable; and

WHEREAS, the Chief Financial Officer certifies that funds are available to pay Triad Associates for said services in accordance with N.J.A.C. 5:30-5.4; and

WHEREAS, the Governing Body of the Borough of Woodbine finds it in the interest of the citizens of the Borough of Woodbine to accept the proposal of Triad Associates as submitted; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Woodbine that the attached proposal for Grant Implementation Services is hereby accepted as part of the ongoing grant services contract aforementioned;

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized and directed to execute the proposals for same.

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

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

RESOLUTION NO. 9-90-2021

RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN JOSEPH F. MCKERNAN, JR. ARCHITECTS AND ASSOCIATES, LLC, CHERRY HILL, NEW JERSEY AND THE BOROUGH OF WOODBINE FOR A NEEDS ASSESSMENT AND PROFESSIONAL ARCHITECTURAL SERVICES FOR THE WOODBINE AIRPORT

WHEREAS, the Borough of Woodbine has the need for an assessment of existing hangars to determine the cost and needs for upgrades of up to 4 hangars at the Woodbine Airport which will entail the architectural review and assessment of the existing hangars located in the Woodbine Airport (Project); and

WHEREAS, Joseph F. McKernan, Jr. Architects and Associates, LLC, Cherry Hill, New Jersey has presented a proposal to perform the Project dated February 19, 2021 as attached hereto and made a part hereof, at a cost not to exceed \$22,700.00; and

WHEREAS, the Borough Engineer and Grant Expert have recommended the Borough utilize the firm of Joseph F. McKernan, Jr. Architects and Associates, LLC to provide the needs assessment for up to 4 existing hangars, provide preliminary budgetary information regarding improvements and present interim and final reports to the Borough, work with the Borough's architect, engineer and Triad Associates to complete the Project in accordance with said proposal.

WHEREAS, the availability of funds for said Professional Services Contract to be awarded have been certified by the Borough's QPA.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Woodbine as follows:

1. That the Mayor and Clerk are hereby authorized and directed to execute a Professional Services Agreement with Joseph F. McKernan, Jr. Architects and Associates, LLC, Cherry Hill, New Jersey for Professional Architectural Services to provide the needs assessment for up to 4 existing hangars, provide preliminary budgetary information regarding improvements and present interim and final reports to the Borough for the redevelopment of the Woodbine Airport in accordance with the proposal dated February 19, 2021 attached hereto and made a part at a cost not to exceed \$22,700.00.

2. That this Professional Services Agreement is awarded without competitive bidding in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Laws because said service to be rendered or performed require knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction distinguished from general academic instruction or apprenticeship and training.
3. That the Business Disclosure Entity Certification, the Office of the Borough Clerk with the Resolution.
4. That a notice of this action shall be printed once in the official Borough newspaper.

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

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

RESOLUTION NO. 9-91-2021

RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN MODERN CONSTRUCTION MANAGEMENT, INC., PHILADELPHIA, PENNSYLVANIA AND THE BOROUGH OF WOODBINE FOR THE PREPARATION OF HANGAR SPECIFICATIONS FOR THE WOODBINE AIRPORT

WHEREAS, the Borough of Woodbine has the need for a feasibility study and economic analysis for proposed redevelopment of the Woodbine Airport (Project); and

WHEREAS, Modern Construction Management, Inc. has presented a proposal to perform the Project dated February 24, 2021 as attached hereto and made a part hereof, at a cost not to exceed \$28,000.00; and

WHEREAS, the Borough Engineer and Grant Expert have recommended the Borough utilize the firm of Modern Construction Management, Inc. to work with the Borough's architect, engineer and Triad Associates to complete the Project in accordance with said proposal.

WHEREAS, the availability of funds for said Professional Services Contract to be awarded have been certified by the Borough's QPA.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Woodbine as follows:

1. That the Mayor and Clerk are hereby authorized and directed to execute a Professional Services Agreement with Modern Construction Management Inc., Philadelphia, Pennsylvania, for Professional Construction Management Services to prepare the assessment and schematics, needed to prepare the associated cost information and conduct essential financial feasibility analyses and potential

funding/financial options for the redevelopment of the Woodbine Airport in accordance with the proposal dated February 24, 2021 attached hereto and made a part at a cost not to exceed \$28,000.00.

2. That this Professional Services Agreement is awarded without competitive bidding in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Laws because said service to be rendered or performed require knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction distinguished from general academic instruction or apprenticeship and training.
3. That the Business Disclosure Entity Certification, the Political Contribution Disclosure Form be placed on file in the Office of the Borough Clerk with the Resolution.
4. That a notice of this action shall be printed once in the official Borough newspaper.

RESOLUTION NO. 9-92-2021

A RESOLUTION ADOPTING THE ANNUAL AUDIT REPORT FOR THE YEAR 2020

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 2019 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 Johnson, seconded by Councilman Bennett to approve the foregoing resolution, unanimously carried.

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

RESOLUTION NO. 9-93-2021

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR THE RECONSTRUCTION OF PORTIONS OF MADISON AVENUE AND CLAY STREET AND RELATED INFRASTRUCTURE

SCHEDULE I: RESOLUTION

WHEREAS, the Borough of Woodbine desires to apply for and obtain a grant from the New Jersey Department of Community Affairs, Small Cities Public Facilities Fund for an amount not to exceed \$400,000, for the reconstruction of portions of Madison Avenue and Clay Street and related infrastructure;

BE IT THEREFORE, RESOLVED,

- 1) that the Borough of Woodbine does hereby authorize the application for such a grant; and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds

pursuant to the terms of the agreement between the Borough of Woodbine and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

_____ (signature)	_____ (signature)
_____ William Pikolycky	_____ Lisa Garrison
_____ Mayor	_____ Borough Clerk

RESOLUTION NO. 9-94-2021

GRANT MANAGEMENT PLAN

FY 2022 Small Cities Programs

Public Facilities Fund: Reconstruction of Portions of Madison Avenue and Clay Street and Related Infrastructure

WHEREAS, the Borough of Woodbine is applying for a Small Cities grant from the Public Facilities Fund and, if awarded funding, will entered into a Grant Agreement with the New Jersey Department of Community Affairs; and

WHEREAS, the Borough is required to submit a Grant Management Plan as part of each Small Cities application;

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

The Grant Management Plan prepared by the Borough and submitted to DCA Small Cities with the application for the reconstruction of portions of Madison Avenue and Clay Street and related infrastructure is hereby adopted to identify Todd Noon of Triad Associates as the Project Coordinator and Mayor William Pikolycky as the Program Director and Official Contact Person.

On motion of Councilman Bennett, seconded by Councilwoman Perez to approve the

foregoing resolution, unanimously carried.

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

RESOLUTION NO. 9-95-2021

IDENTIFYING CDBG FAIR HOUSING OFFICER Public Facilities Fund: Reconstruction of Portions of Madison Avenue and Clay Street and Related Infrastructure

WHEREAS, the Borough of Woodbine is applying for a Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs (hereafter NJDCA) for funds to reconstruct portions of Madison Avenue and Clay Street and related infrastructure, and;

WHEREAS, the Borough of Woodbine must make efforts to affirmatively further fair housing, and;

WHEREAS, the Borough of Woodbine has reviewed various actions that would be acceptable to the New Jersey State Department of Community Affairs and the U.S. Department of Housing and Urban Development;; and;

WHEREAS, the Borough of Woodbine has made assurances in the grant agreement that:

- (1) It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issued thereto, and;
- (2) It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it, and;
- (3) It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing, and;
- (4) It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that Monserrate Gallardo, shall be designated as the Fair Housing Officer for the Borough of Woodbine, and;

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights, inform those agencies of her appointment as Fair Housing Officer and request Fair Housing Information, and;

BE IT FURTHER RESOLVED that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the Borough of Woodbine, and;

BE IT FURTHER RESOLVED that the Borough of Woodbine will publish in the local newspaper of record and post at the municipal building a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing services.

RESOLUTION NO. 9-96-2021

**TO COMMIT TO THE COMPETITIVE CONTRACTING PROCUREMENT PROCESS
PURSUANT TO
NJSA 40A:11-4.1 THROUGH 40A:11-4.5 FOR CERTAIN PROFESSIONAL SERVICES,
CONTINGENT UPON AN FY 2021 SMALL CITIES GRANT AWARD FROM THE
NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS TO CARRY OUT
STREET RECONSTRUCTION OF PORTIONS OF MADISON AVENUE
AND CLAY STREET AND RELATED INFRASTRUCTURE**

WHEREAS, the Borough of Woodbine intends to submit in September 2021 an application to the New Jersey Department of Community Affairs, Small Cities Public Facilities Fund to reconstruct portions of Madison Avenue and Clay Street and related infrastructure; and,

WHEREAS, the Small Cities Program requires, in certain instances, that professional services associated with the implementation of a Small Cities award be procured through a Competitive Contracting process;

BE IT THEREFORE, RESOLVED, that the Borough of Woodbine does hereby commit to authorize the issuance of Requests for Proposals (RFP), under the aforementioned State Competitive Contracting guidelines, for Professional Engineering Services and Grant Administration Services, contingent upon award of said Small Cities grant; and,

BE IT FURTHER RESOLVED, that the Borough Clerk will be directed to advertise these RFPs for a period of not less than 20 days in the Borough's official newspaper of record; that the Borough will strive to obtain three or more proposals; and the Borough will proceed with the RFP evaluation process if at least two proposals are received.

(signature)

William Pikolycky

Mayor

(signature)

Lisa Garrison

Borough Clerk

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

**RESOLUTION NO. 9-97-2021
CITIZEN PARTICIPATION PLAN**

FY 2022 Small Cities Programs

Public Facilities Fund: Reconstruction of Portions of Madison Avenue and Clay Street and Related Infrastructure

WHEREAS, the Borough of Woodbine is applying for a Small Cities grant under the Public Facilities Fund and if awarded intends to enter into Grant Agreements with the New Jersey Department of Community Affairs; and

WHEREAS, these Grant Agreements will require the Borough of Woodbine to comply with all federal regulations with respect to citizen participation;

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

The Citizen Participation Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by the Borough of Woodbine; and

The Borough of Woodbine will follow all regulations set forth in that document throughout the term of the Grant Agreement cited above, if awarded.

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

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

RESOLUTION NO. 9-98-2021

AUTHORIZING THE HIRING OF TRIAD ADVISORY SERVICES T/A TRIAD ASSOCIATES FOR GRANTS SERVICES

WHEREAS, the Governing Body of the Borough of Woodbine entered into a Professional Services Agreement on January 7, 2021 with Triad Advisory Services t/a Triad Associates for ongoing professional services for the Borough; and

WHEREAS, Triad Associates has submitted a proposal for grant application services; and

WHEREAS, the Governing Body of the Borough of Woodbine finds the scope of services to be provided by Triad Associates to be acceptable; and

WHEREAS, the Chief Financial Officer certifies that funds are available to pay Triad Associates for said services in accordance with N.J.A.C. 5:30-5.4; and

WHEREAS, the Governing Body of the Borough of Woodbine finds it in the interest of the citizens of the Borough of Woodbine to accept the proposal of Triad Associates as submitted; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of

Woodbine that the attached proposal for Grant Application Services is hereby accepted as part of the ongoing grant services contract aforementioned;

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized and directed to execute the proposals for same.

Unfinished Business – None

New Business – None

Engineers Report - None

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

Public Comment – None

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

Respectfully submitted,

Lisa Garrison
Borough Clerk

