

**BOROUGH OF WOODBINE
REGULAR MEETING**

**SEPTEMBER 3, 2020
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 3, 2020 and posting a copy of said notice on the Clerk’s bulletin board.”

Those present were: Mayor Pikolycky; Councilpersons Ortiz, Johnson, Bennett, Benson, and Cruz. Also present were: Richard Tonetta, Esq.(via telephone); Bruce Graham, Borough Engineer (via telephone) ; Michael Zumpino, Grant Consultant (via telephone); and Lisa Garrison, Borough Clerk. Absent: Councilwoman Perez

Mayor Pikolycky called for the approval of minutes of August 20, 2020. On motion of Councilman Cruz, seconded by Councilman Johnson to approve the minutes of August 20, 2020, unanimously carried.

At this time Mayor Pikolycky called for the Public Hearing for Ordinance No. 588-2020, “ Bond Ordinance Appropriation Nine Hundred ninety-Nine Thousand Seven Hundred Seventy Dollars (\$999,770) and Authorizing the Insurance of Nine Hundred ninety-Nine Thousand Seven Hundred Seventy Dollars (\$999,770) in Bonds and Notes of the Borough of Woodbine, in the County of cape May, New Jersey for the Environmental Site Remediation of the Former Woodbine Hat Company in the Borough of Woodbine, in the County of Cape May, New Jersey”.

ORDINANCE NO. 588-2020

BOND ORDINANCE APPROPRIATING NINE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED SEVENTY DOLLARS (\$999,770) AND AUTHORIZING THE ISSUANCE OF NINE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED SEVENTY DOLLARS (\$999,770) IN BONDS AND NOTES OF THE BOROUGH OF WOODBINE, IN THE COUNTY OF CAPE MAY, NEW JERSEY FOR THE ENVIRONMENTAL SITE REMEDIATION OF THE FORMER WOODBINE HAT COMPANY IN THE BOROUGH OF WOODBINE, IN THE COUNTY OF CAPE MAY, NEW JERSEY

THE BOROUGH COUNCIL OF THE BOROUGH OF WOODBINE IN THE COUNTY OF CAPE MAY, NEW JERSEY (not less than two-thirds of the full membership thereof affirmatively concurring), DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Appropriation for Project-Down Payment

The improvements described in Section 3 of this Bond Ordinance are hereby respectfully authorized as general improvements to be made or acquired by the Borough of Woodbine, in the County of Cape May, New Jersey (the "Township"). For said improvements or purposes stated in Section 3, there are hereby appropriated the sums of money therein stated as the appropriations made for said improvements or purposes, said sums being inclusive of all appropriations heretofore made therefore and amounting in the aggregate to NINE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED SEVENTY DOLLARS (\$999,770). No down payment is appropriated in accordance with N.J.S.A. 40A:2-11(c) as this Bond Ordinance authorizes obligations solely for projects that will be funded by an Emergency Community Water Assistance Grant administered through the United States Department of Agriculture, Rural Development Program.

Section 2. Authorization of Bonds

For the financing of said improvements or purposes and to meet the NINE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED SEVENTY DOLLARS (\$999,770) appropriation, negotiable bonds of the Township are hereby authorized to be issued in the maximum principal amount of NINE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED SEVENTY DOLLARS (\$999,770) pursuant to the Local Bond Law of New Jersey (the "Local Bond Law") and any other law applicable thereto. Such bonds shall bear interest at the rate of rates per annum as may be hereafter determined within the limitations prescribed by law. All matters with respect to said bonds not determined by this ordinance shall be authorized by resolution of the Township Committee.

Section 3. Description of Projects

The improvements hereby authorized and the purposes for the financing of which said obligations are to be issued, the appropriations made for and the estimated costs of such purposes (including all work or materials necessary therefore or incidental thereto), and the estimated maximum amount of bonds or notes to be issued for such purposes are as follows:

IMPROVEMENT OR <u>PURPOSE</u>	APPROPRIATION AND <u>ESTIMATED COST</u>	AMOUNT OF BONDS <u>OR NOTES</u>
Environmental Site Remediation of the Former Woodbine Hat Company property located at 413 Adams Avenue, including without limitation all other necessary or desirable structures, appurtenances, work, equipment and materials required for the project, all as shown on and in accordance with the plans and specifications therefore on file in the office of the Borough Clerk and hereby approved, including the costs of demolition, surveying, construction planning, engineering, preparation of plans and specifications, permits, bid documents and construction inspection		

and administration.

\$999,770

\$999,770

Section 4. Authorization of Notes

In anticipation of the issuance of said bonds and to temporarily finance said improvements, negotiable notes of the Borough in a principal amount equal to the said principal of bonds not exceeding NINE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED SEVENTY DOLLARS (\$999,770) are hereby authorized to be issued pursuant to the limitations prescribed by the Local Bond Law. All such note(s) shall mature at such time as may be determined by the Chief Financial Officer or such other Financial Officer designated by Resolution for these purposes (both being hereinafter referred to in this Section as Chief Financial Officer); provided that no note shall mature later than one (1) year from its issue date. Such note(s) shall bear interest at a rate or rates and shall be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with any note(s) issued pursuant to this Ordinance, and the signature of the Chief Financial Officer upon such note(s) shall be conclusive evidence as to all such determinations. The Chief Financial Officer is hereby authorized to sell the note(s) from time to time at public or private sale in such amounts as the Chief Financial Officer may determine and not less than par, and to deliver the same from time to time to the purchasers thereof upon receipt of the purchase price plus accrued interest from their dates to the date of delivery thereof as payment thereof. Such Chief Financial Officer is authorized and directed to report in writing to the Mayor and the Committee of the Borough at the meeting next succeeding the date when any sale or delivery of the note(s) pursuant to this Ordinance is made. Such report shall include the amount, the description, the interest rate, the maturity schedule of the note(s) sold, price obtained and the name of the purchaser. All note(s) issued hereunder may be renewed from time to time for periods not exceeding one (1) year for the time period specified in and in accordance with the provisions and limitations of N.J.S.A. 40A:2-8(a) of the Local Bond Law. The Chief Financial Officer is further directed to determine all matters in connection with said note or notes and not determined by this Ordinance. The Chief Financial Officer's signature upon said note(s) shall be conclusive evidence of such determination.

Section 5. Capital Budget

The capital budget of the Borough of Woodbine is hereby amended to conform with the provisions of this bond ordinance. The resolution in the form promulgated by the Local Finance Board showing full detail of the capital budget and capital program is on the file with the Clerk and is available there for public inspection.

Section 6. Additional Matters

The following additional matters are hereby determined, declared and recited and stated:

(a) The said purposes described in Section 3 of this Bond Ordinance are not current expenses and are properties or improvements which the Borough may lawfully require or make as a general improvement, and no part of the cost thereof has been or shall be specifically assessed on property specifically benefited thereby.

(b) The period of usefulness of said purposes authorized herein as determined in accordance with the Local Bond Law is forty (40) years.

(c) The supplemental debt statement required by the Local Bond Law has been duly prepared and filed in the office of the Township Clerk and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by NINE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED SEVENTY DOLLARS (\$999,770), and the said obligations authorized by this bond ordinance will be within the debt limitations prescribed by the Local Bond Law.

(d) Amounts not exceeding FOUR HUNDRED SIXTY THOUSAND DOLLARS (\$460,000) in the aggregate for interest on said obligations, costs of issuing said obligations, architectural, engineering and inspection costs, legal expenses, a reasonable proportion of the compensation and expenses of employees of the Borough in connection with the acquisition of such improvements and properties as authorized herein, and other items of expense listed in and permitted under Section 40A:2-20 of the Local Bond Law have been included as part of the costs of said improvements and are included in the foregoing estimate thereof.

Section 7. Ratification of Prior Actions

Any action taken by any officials of the Borough in connection with the improvements described in Section 3 hereof are hereby ratified and confirmed notwithstanding that such actions may have been taken prior to the effective date of this bond ordinance and shall be deemed to have been taken pursuant to this bond ordinance.

Section 8. Application of Grants

Any grant moneys received for the purposes described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. Full Faith and Credit

The full faith and credit of the Borough are hereby pledged to punctual payment of the principal and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all of the taxable property within the Borough for the payment of said obligations and interest thereon without limitation of rate or amount.

Section 10. Official Intent to Reimburse Expenditures

The Borough reasonably expects to reimburse any expenditures towards the cost of the improvements or purposes described in Section 3 of this Bond Ordinance and paid prior to the issuance of any bonds or notes authorized by this Bond Ordinance with the proceeds of such bonds or notes. No funds from sources other than the bonds or notes authorized herein has been or is reasonably expected to be reserved, allocated on a long-term basis or otherwise set aside by the Borough, or any member of the same "control group" as the Borough, within the meaning of Treasury Regulations Section 1.150-1(f), pursuant to their budget or financial policies with respect to any expenditures to be reimbursed. This Section is intended to be and hereby is a declaration of the Borough's official intent to reimburse any expenditures towards the costs of the improvements or purposes described in Section 3 hereof to be incurred and paid prior to the issuance of bonds or notes authorized herein in accordance with Treasury Regulations Section 1.103-18, and no action (or inaction) will be an artifice or device in accordance with Treasury Regulation Section yield restrictions or arbitrage rebate requirements.

Section 11. Grant Funding

The Borough expects to finance the cost of the improvements stated in Section 1, above, through participation in a grant program entitled the Emergency Community Water Assistance Grant ("ECWAG") administered through the United States Department of Agriculture, Rural Development Program ("USDA"). The Mayor, Deputy Mayor, Chief Financial Officer, Borough Administrator and Clerk of the Borough are hereby jointly and severally authorized and directed to take all actions and execute all documents and instruments necessary or appropriate to carry out the purposes of this Bond Ordinance, including, without limitation, the furnishing of such documentation and information as may be required by USDA in connection with the ECWAG. All prior actions taken by such officials in connection with the financing program authorized by this Bond Ordinance are hereby ratified and confirmed.

Section 12. Effective Date

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

Mayor Pikolycky opened the public hearing. There being comment forthcoming the public hearing was then closed. On motion of Councilman Bennett, seconded by Councilman Benson to approve the adoption of the foregoing proposed ordinance, unanimously carried upon roll call vote. Ayes: Ortiz, Johnson, Bennett, Benson, Cruz Nays: None Abstain: None Absent: Perez.

Next Mayor Pikolycky then called for the Introduction of Proposed Ordinance No. 589-2020, "An Ordinance to Vacate Portions of Fredriechstadt Avenue No Longer Needed for Public Purposes and Authorizing the Execution of a Quit Claim Deed to Adjacent Property Owners for the Vacated Street".

PROPOSED ORDINANCE NO. 589-2020

AN ORDINANCE TO VACATE PORTIONS OF FREIDRIECHSTADT AVENUE NO LONGER NEED FOR PUBLIC PURPOSES AND AUTHORIZING THE EXECUTION OF A QUIT CLAIM DEED TO ADJACENT PROPERTY OWNERS FOR THE VACATED STREET

WHEREAS, within the Borough of Woodbine is a street known as Freidriechstadt Avenue, of which a portion thereof is unimproved and exists solely on the tax map of the Borough of Woodbine, known as a "paper street;" and

WHEREAS, the owner of Block 139, Lots 1 and 3 has requested Borough Council consider vacating the paper street adjacent to said property which request was forwarded to the Land Use Board of the Borough of Woodbine and on August 14, 2019 the Land Use Board adopted Resolution No. 4-8-19 recommending Borough Council consider vacating Freidriechstadt Avenue from its intersection with Dennisville-Petersburg Road to the Woodbine-Dennis Township Municipal Division Line provided the owners of adjacent properties agree to said vacating of the paper street; and

WHEREAS, Block 138 Lots 1 and 2 are also adjacent properties to the paper street requested to be vacated and the owner thereof has agreed to the vacation of the paper street

WHEREAS, it was further recommended that the underlying fee title to said paper street, if any, be granted unto the adjacent property owners excepting all rights and privileges possessed by public utilities as defined in N.J.S.A. 48:2-13 and by any cable television company as defined in the "Cable Television Act" N.J.S.A. 48:5A-1 et seq., to maintain, repair and replace their existing facility in, adjacent to, over or under the said street to be vacated; and

WHEREAS, Borough Council finds that the portion of Freidriechstadt Avenue to be vacated has no public purpose and is not needed therefor and vacating the same will be in the best interest of the Borough.

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

1. That parts of the unimproved street and tracts of land situated in the Borough of Woodbine, County of Cape May and State of New Jersey, and known as a portion of Freidriechstadt Avenue from its intersection with Dennisville-Petersburg Road to the Woodbine-Dennis Township Municipal Division Line be and the same are hereby vacated, and all public rights therein extinguished, subject, however, to the reservations hereinafter set forth.
2. The Borough of Woodbine, for itself and its successors and assigns, reserves unto itself the right to construct, install, build, operate, maintain, use, repair, replace, and relocate such public utilities and cable television facilities, within the described premises, which it may, at any time hereafter, deem necessary for the public health, safety, convenience, and welfare, and the Borough of Woodbine further reserves unto itself the right to use, maintain, repair, replace, and relocate all existing utilities and cable television facilities owned or controlled by it located in, adjacent to, upon, or through said land. All of the aforesaid rights shall be unaffected by this ordinance.
3. The Mayor and Clerk are hereby authorized to execute a Quit Claim Deed for the southeastern one half portion of Freidriechstadt Avenue being vacated hereby to the owner of Block 138 Lots 1 and 2 to be added to and to become part of the land adjacent to said vacated street and further to execute a Quit Claim Deed for the northwestern one half portion of Freidriechstadt Avenue being vacated hereby to the owner of Block 139 Lots 1 and 3 to be added to and to become part of the land adjacent to said vacated street.
4. All costs associated with the vacation as described herein including costs, filing fee, searches, engineering and attorney fees shall be paid by 2101 Associates, LLC prior to the execution of said deeds.
5. All ordinances or parts of ordinances inconsistent herewith are hereby repealed as to such inconsistency only.
6. This ordinance shall take effect after final passage and publication as provided by law.

On motion of Councilman Johnson, seconded by Councilman Bennett to approve the foregoing proposed ordinance with a public hearing scheduled for September 17, 2020, unanimously carried upon roll call vote. Ayes: Ortiz, Johnson, Bennett, Benson, Cruz Nays: None Abstain: None Absent: Perez

Mayor Pikolycky called for the following resolutions:

RESOLUTION NO. 9-94-2020

**RENEWAL OF PLENARY RETAIL CONSUMPTION AND DISTRIBUTION
LICENSES AND CLUB LICENSES FOR THE TERM FROM JULY 1, 2020 TO JUNE
30, 2021 FOR THE LICENSES HEREIN SPECIFIED**

WHEREAS, the holders of Plenary Retail Consumption Licenses, Plenary Retail Distribution Licenses and Club Licenses hereinafter indicated have made application to the

Mayor and Council of the Borough of Woodbine, the issuing authority of the Borough of Woodbine, for the renewal of said licenses for the term commencing July 1, 2020 and ending June 30, 2021; and

WHEREAS, no written objections to the renewal of any of said licenses have been filed with the Borough Clerk necessitating a hearing thereon; and

WHEREAS, the Mayor and Council are satisfied that the licenses hereinafter specified should be renewed for the term indicated.

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

1. The allegations of the preamble are incorporated herein by this reference.
2. The application for renewal hereinafter designated have paid all required fees to the Borough Clerk.
3. The submitted application forms as to each of the hereinafter designated licensees are complete in all respects.
4. The hereinafter designated applicant for renewal is qualified to be a licensee according to all standards established by Title 33 of the New Jersey Statutes, regulations and promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33.
5. The applicant for renewal has heretofore disclosed the source of all funds used in the purchase of the license and licensed business and this issuing authority is satisfied with the disclosure and adequacy of that information.
6. The following license is hereby renewed for the license term commencing July 1, 2020 and ending on June 30, 2021.

Name of Licensees and Licensed Premises

License Numbers

Harsukh LLC
1557 DeHirsch Ave
Woodbine, New Jersey 08270

0516-44-007-003
PRD

7. A certified copy of this Resolution shall be forthwith filed with the Director of Alcoholic Beverage Control of the State of New Jersey.

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

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

RESOLUTION NO. 9-95-2020

**RESOLUTION ACCEPTING A GRANT FROM THE UNITED STATES
DEPARTMENT OF AGRICULTURE RURAL HOUSING SERVICE FOR THE
ACQUISITION OF AN EMERGENCY INCIDENT COMMAND VEHICLE**

WHEREAS, an application had been submitted and a grant has been awarded in the amount of \$30,800.00 from the United States Department of Agriculture Rural Housing Service of Agriculture for the acquisition of an emergency incident command vehicle.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Woodbine that the above referenced grant is hereby accepted and the Mayor and Borough Clerk are hereby authorized to execute grant documents as an authorized representative thereunder, as the representative for the Borough of Woodbine.

RESOLUTION NO. 9-96-2020

**PROVIDING FOR THE INSERTION OF A SPECIAL ITEM
OF REVENUE IN THE BUDGET PURSUANT TO N.J.S.A. 40A:4-87**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of Local Government Services may approve the insertion of any special item of revenue in the budget when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount:

Section 1.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Woodbine, County of Cape May, hereby requests the Director of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2020 in the sum of \$30,800.00, which item is now available as a revenue from United States Department of Agriculture.

Section 2.

BE IT FURTHER RESOLVED that a like sum of \$30,800.00 is hereby appropriated under the caption of USDA Emergency Incident Command Vehicle.

BE IT FURTHER RESOLVED that two copies of the required certification, together

with supporting documentation to be filed in the office of the Director of Government Services for his certification.

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

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

RESOLUTION NO. 9-97-2020

APPROVAL OF CHANGE ORDER NO. 1 PEDESTRIAN SIDEWALK & ADA IMPROVEMENTS

WHEREAS, Charles Marandino, LLC of Milmay, NJ was previously awarded a contract for the construction of Pedestrian Sidewalk and ADA Improvements in the amount of \$374,310.00 as part of the 2019 NJDCA Small Cities Grant Program; and

WHEREAS, during the course of work on the project, various overages and underages in the bid quantities occurred; a concrete header curb was required adjacent to the new concrete sidewalk on DeHirsch Avenue at Jackson Avenue; and the relocation of the sidewalk on Jackson Avenue necessitated the resetting of water meter boxes that were not included in the original bid; and

WHEREAS, the changes in the quantities and additional work resulted in a net increase in the contract amount of \$684.50 resulting in a revised total contract amount of \$374,994.50 all as shown on Change Order No. 1; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodbine, that Change Order No. 1 is hereby approved.

RESOLUTION NO. 9-98-2020

AUTHORIZING THE HIRING OF TRIAD ADVISORY SERVICES, INC. t/a TRIAD ASSOCIATES TO PROVIDE GRANT ADMINISTRATION AND IMPLEMENTATION SERVICES SERVICES FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE RURAL DEVELOPMENT- COMMUNITY FACILITIES GRANT – ACQUISITION OF AN EMERGENCY SERVICES COMMAND VEHICLE

WHEREAS, the Governing Body of the Borough of Woodbine entered into a Professional Services Agreement - General Services Contract on January 2, 2020 with Triad Advisory Services, Inc. (trading as Triad Associates) for ongoing professional services for obtaining grant money for the Borough; and

WHEREAS, the Borough of Woodbine was awarded grant funding from the United States Department of Agriculture Rural Development Program for the acquisition of an emergency services commence vehicle; and

WHEREAS, the Borough is desirous of hiring Triad Associates to administer and implement the grant from the United States Department of Agriculture Rural Development; 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 in connection with the applications under the existing Professional Services Agreement 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 from Triad Associates of \$1,500.00 as submitted; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Woodbine that the attached agreement for administrative agent services are hereby accepted as part of the general services contract aforementioned;

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

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

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

RESOLUTION NO. 9-99-2020

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER ONE REQUIREMENTS

WHEREAS, the Borough of Woodbine is a member of the *Atlantic Cape Municipal Joint Insurance Fund* which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

WHEREAS, through its membership in the *Atlantic Cape Municipal Joint Insurance Fund*, the Borough of Woodbine enjoys cyber liability insurance coverage to protect the Borough of Woodbine from the potential devastating costs associated with a cyber related claim; and

WHEREAS, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

WHEREAS, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1 & Tier 2 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Borough of Woodbine ; and

WHEREAS, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Borough of Woodbine to claim a reimbursement of a paid insurance deductible in the event the member files a claim against *Borough of Woodbine's* cyber insurance policy, administered through *Atlantic Cape Municipal Joint Insurance Fund* and the Municipal Excess Liability Joint Insurance Fund;

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Woodbine does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 1 of the NJ MEL Cyber Risk Management Plan;

- **System and data back-up**

- **Security and system patching**
- **Defensive software**
- **Security Awareness Training**
- **Incident Response Plan**

BE IT FURTHER RESOLVED, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval

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

RESOLUTION NO. 9-100-2020

AUTHORIZING THE TAX COLLECTOR TO PLACE A SPECIAL ASSESSMENT AGAINST CERTAIN PROPERTIES

WHEREAS, Ordinance No. 151 of the Borough of Woodbine requires that property owners maintain their property in accordance with said ordinance; and

WHEREAS, a Notice of Violation was served on the property owner of the property listed below, and they failed to correct the condition set forth in the Notice of Violation within the time specified; and

WHEREAS, the Code Enforcement Official authorized services to be performed to correct the condition at a cost to the Borough of Woodbine as hereinafter provided.

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

1. That the Tax Collector of the Borough of Woodbine is hereby authorized to record the following sums of money on the property listed below as a special assessment and municipal lien to be collected as required by law.

Block 12 Lot 5	\$440.00
713 Jackson Ave	

Block 25 Lot 6	
414 Jackson Ave	\$140.00

Block 32 Lot 2	
341 Washington Ave	\$440.00

Unfinished Business: None

New Business: None

Engineer's Report – None

Solicitor's Report: None

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

Public Comment: None

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

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Respectfully submitted,

Lisa Garrison
Borough Clerk

