

**BOROUGH OF WOODBINE  
REGULAR MEETING**

**NOVEMBER 1, 2018  
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 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; Lew Conley, 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 Cruz, seconded by Councilman Bennett to approve the minutes of October 4, 2018, unanimously carried.

At this time Mayor Pikolycky called for the following resolutions:

**RESOLUTION NO. 11-100-2018**

**APPROVAL OF CHANGE ORDER NO. 2  
FIRE TRUCK PURCHASE**

**WHEREAS**, Rosenbauer South Dakota, LLC of South Dakota was previously awarded a contract in the amount of \$443,043.00 for the purchase of a 2018 Rosenbauer Pumper Apparatus; and

**WHEREAS** certain additions and deletions to the scope of work were incorporated into the agreement; and

**WHEREAS**, said additions and deletions are as shown on Change Order No. 2 increasing the contract amount by \$1,350.00 and when combined with Change Order No. 1 making the total amended contract amount \$454,393.00; and

**WHEREAS**, the necessary funds for this contract modification are available; and

**WHEREAS**, Lisa Garrison, Borough Clerk recommends approval of said Change Order No. 2.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Woodbine, that Change Order No.2 for the purchase of a 2018 Rosenbauer Pumper Apparatus in the amount of \$1,350.00 is hereby approved, subject to concurrence with the said approval by the New Jersey Department of Community Affairs.

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

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

**RESOLUTION NO. 11-101-2018**  
**REJECTION OF BIDS AND**  
**AUTHORIZATION TO RE-ADVERTISE**  
**HEAD START ROOF REPLACEMENT PROJECT**

**WHEREAS**, sealed bids were received on October 30, 2018 by the Borough for the project known as “Head Start Roof Replacement Project” and

**WHEREAS**, a total of one (1) proposal was received which was significantly in excess of the available funding;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Woodbine, that all of the bids received are rejected and that the Borough Clerk is authorized to return the bid bonds of all bidders; and

**BE IT FURTHER RESOLVED** that the Architect is authorized to revise the bid documents in an effort to bring the project within budget and that upon receipt of said revised documents, the Borough Clerk is authorized to place the appropriate re-advertisement for bids for said work in the Official Newspaper of the Borough and to receive said new bids in accordance with the New Jersey Public Bidding Laws.

**RESOLUTION NO. 11-102-2018**

**A RESOLUTION OF THE BOROUGH OF WOODBINE IMPLEMENTING A FAIR  
AND OPEN PROCESS FOR THE SELECTION OF BOROUGH ENGINEER,  
SOLICITOR, AUDITOR, GRANT APPLICATION AND MANAGEMENT  
CONSULTANT SERVICES AND AIRPORT ENGINEER**

**WHEREAS**, the Borough Council of the Borough of Woodbine acknowledges the need for Professional Services to be provided to the Borough; and

**WHEREAS**, the Borough Council recognizes the need to implement the requirements of N.J.S.A. 19:44A-20.5 so as to have a fair and open procedure for awarding professional service agreements which would otherwise be exempt from public bidding in accordance with N.J.S.A. 40A:11-5; and

**WHEREAS**, the Borough Council believes it is in the best interest of the Borough to select professionals to provide services to the Borough primarily on the basis of their qualifications, including qualifications uniquely suited to the needs of the Borough of Woodbine; and

**WHEREAS**, to receive statements of qualifications in a manner that fosters a fair and open process, it is necessary and advisable to establish advance general criteria and specific minimum requirements; and

**WHEREAS**, the Borough Council has determined that a fair and open process requires public advertisement of professional services required in a manner and with sufficient time to provide notice in advance of the contemplation of retaining services of a professional and the criteria to be considered in determining the best professional for the position; and

**WHEREAS**, a fair and open process requires that all responses be publicly opened and announced and thereafter that all appointments be made at a public meeting of the Borough of Woodbine as follows:

1. All appointments for Professional Services contained on Schedule "A" attached to and made a part hereof shall be subject to a fair and open process as set forth below.
2. The Borough Clerk shall cause all legal notices stating that a full listing of the professional service appointments subject to a fair and open process together with the criteria established for the consideration of qualification, will be posted on the Borough of Woodbine's internet website beginning no later than November 16, 2018.
3. The criteria for each position contained on Schedule "A" follows immediately subsequent to the Listing on Schedule "A". The criteria shall be disclosed together with the posting of the listed positions on the Borough of Woodbine's internet website as set forth above.
4. The website posting shall inform potential applicants that all submissions must be made to the Clerk of the Borough of Woodbine and received no later than 3:00 p.m. December 14, 2018.
5. Commencing 3:01 p.m. on December 14, 2018, or as soon thereafter as may be available, the Clerk of the Borough of Woodbine or her designee shall publicly open and announce all submissions in the Borough Council chambers, 501 Washington Avenue, Woodbine, New Jersey.
6. Appointments shall thereafter be made at a public meeting of the Borough Council of the Borough of Woodbine.
7. Subsequent to appointments, appropriate notices shall be published in accordance with the requirements of N.J.S.A. 40A:11-5.

**BE IT FURTHER RESOLVED**, that the Borough Council of the Borough of Woodbine has determined that the terms of this Resolution constitute a fair and open process in accordance with N.J.S.A. 19:44A-20, et seq., and that the decision by the Borough of Woodbine as to what constitutes a fair and open process shall be final.

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

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

**RESOLUTION NO. 11-103–2018**

**ACCEPTANCE OF PROJECT  
OPEN SPACE ECO-PARK—PHASE 1**

**WHEREAS**, Charles Marandino, LLC of Milmay, New Jersey was previously awarded a contract for the project known as Construction of the Open Space Eco-Park—Phase 1; and

**WHEREAS**, the Borough Engineer, Bruce S. Graham of Van Note-Harvey Associates, has determined that the work on this project has been substantially completed in accordance with the contract documents,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Woodbine, that the contract for the work be and same is hereby accepted as complete, and

**BE IT FURTHER RESOLVED** that upon submission of all necessary closeout documents including but not limited to a 2 year maintenance bond in the amount of 20% of the final contract amount, all remaining payments as previously authorized by contract be made thereon to Charles Marandino LLC.

**RESOLUTION NO. 11-104-2018**

**RESOLUTION AUTHORIZING APPOINTMENT OF  
THOMAS RACZ TO THE PUBLIC WORKS DEPARTMENT**

**WHEREAS**, there exists a need for additional full time staffing in the Public Works Department; and

**WHEREAS**, Thomas Racz has been serving as a seasonal laborer in the Public Works Department and he has proven he has the skills and competence necessary to perform the tasks within the Public Works Department; and

**WHEREAS**, it is the desire of the Mayor and Council to appoint Thomas Racz as a full time Laborer in the Public Works Department commencing October 29, 2018 at a hourly rate of \$12.00 per hour;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Woodbine that Thomas Racz is hereby appointed as a full time Laborer in the Public Works Department at an hourly rate of \$12.00 per hour commencing October 29, 2018.

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

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

**RESOLUTION NO. 11-105-2018**

**APPROVING SPECIFICATIONS AND AUTHORIZATION TO ADVERTISE FOR BIDS  
20:1 TERP SURFACE OBSTRUCTION REMOVAL PROJECT**

**WHEREAS**, the Borough of Woodbine is desirous of completing the 20:1 TERP Surface Obstruction Removal project at the Woodbine 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. 11-106-2018**

**A RESOLUTION AUTHORIZING THE BOROUGH CLERK, MAYOR  
AND SOLICITOR TO PURSUE COLLECTION AND/OR EVICTION OF  
DELINQUENT HANGAR TENANTS AT THE WOODBINE MUNICIPAL  
AIRPORT**

**WHEREAS**, the Borough of Woodbine owns and operates a municipal airport which includes hangars for airplanes and related equipment which is offered to the public for rent; and

**WHEREAS**, from time to time tenants of the Woodbine Airport become delinquent in the payment of rent or breach other terms of the lease agreements entered between the Borough of Woodbine and the tenant; and

**WHEREAS**, in order to provide proper services to patrons of the Woodbine Airport, it is incumbent upon the Borough to assure that all sums of money due the Borough is properly collected in accordance with the terms of the lease agreements and time being of the essence; and

**WHEREAS**, the Council of the Borough of Woodbine finds that authorizing the Borough Clerk, Mayor and Solicitor to seek collection and/or eviction of tenants who have

breached their hangar lease agreements will allow for an expedited collection practice.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Woodbine that the Mayor and Solicitor are authorized to pursue collection and/or eviction of any tenant of the Woodbine Municipal Airport in accordance with the lease agreements, including any and all court actions and the Borough Clerk, Mayor and Solicitor are authorized to execute any documents necessary to enforce the terms of said lease agreements.

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

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

### **RESOLUTION NO. 11-107-2018**

#### **A RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO EXECUTE A RIGHT OF ENTRY AGREEMENT BY AND BETWEEN THE BOROUGH OF WOODBINE AND THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR BLOCK 219 LOT 21 ON THE TAX MAP OF THE BOROUGH OF WOODBINE**

**WHEREAS**, the New Jersey Department of Environmental Protection, Division of Parks and Forestry (NJDEP) is the administrator of Block 219 Lot 21 located in the Borough of Woodbine as part of the Bellplain State Forest (Property); and

**WHEREAS**, the Property is located in the vicinity of the boundaries of the former Woodbine Landfill located on Fidler Hill Road, Block 117 Lot 1 on the Borough Tax Map; and

**WHEREAS**, NJDEP has notified the Borough of its obligation to investigate and, if necessary, remediate any environmental problems that may exist at or near the Property and therefore the Borough will be required to install groundwater monitoring wells on the Property to adequately investigate any environmental concerns thereon; and

**WHEREAS**, in order to install groundwater monitoring wells, the Borough has requested access to the Property from the NJDEP which has been granted subject to the execution of a Right of Entry Agreement in the form and substance substantially similar to that as attached hereto marked Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Woodbine that the Mayor and Clerk are hereby authorized to execute a Right of Entry Agreement with the New Jersey Department of Environmental Protection, Division of Parks and Forestry in the form and substance substantially similar to Exhibit A attached hereto.

**RESOLUTION NO. 11-108-2018**

**APPROVAL OF CHANGE ORDER NO. 1  
FOOD PANTRY PHASE II**

**WHEREAS**, Capri Construction Inc. was previously awarded a contract in the amount of \$43,000.00 for renovations to the Food Pantry Phase II; and

**WHEREAS** certain additions and deletions to the scope of work were incorporated into the agreement; and

**WHEREAS**, said additions and deletions are as shown on Change Order No. 1 increasing the contract amount by \$3,652.00 making the total amended contract amount \$46,652.00; and

**WHEREAS**, the necessary funds for this contract modification are available; and

**WHEREAS**, Lisa Garrison, Borough Clerk recommends approval of said Change Order No. 1.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Woodbine, that Change Order No.1 for the renovations to the Food Pantry Phase II in the amount of \$3,652.00 is hereby approved, subject to concurrence with the said approval by the United States Department of Agriculture.

On motion of Councilman Ortiz, seconded by Councilman Johnson 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. 11-109-2018**

**RESOLUTION OF THE BOROUGH COUNCIL  
BOROUGH OF WOODBINE APPROVING THE FILING OF AN APPLICATION FOR  
COMMUNITY FACILITY FUNDING TO THE US DEPARTMENT OF AGRICULTURE-  
RURAL DEVELOPMENT (USDA-RD)**

**WHEREAS**, the Borough of Woodbine desires to apply to USDA-RD for funding for Community Facility – Food Distribution Grant Funding in an amount not to exceed \$75,000.00, to continue improvements to the Woodbine Community Food Bank; and

**WHEREAS**, the Borough of Woodbine has determined that these additional upgrades to the Woodbine Community Food Bank will have a positive and significant impact on food distribution within the Borough, and

**WHEREAS**, the Borough desires to apply to the U.S. Department of Agriculture Rural Development for funding under the Community Facility Grant Program to fund the aforementioned improvements;

**NOW, THEREFORE, BE IT RESOLVED**, that funding for the Woodbine Community Food Bank is hereby in all respects approved and be it further resolved that the Mayor or his designee and the Borough Clerk are hereby authorized to execute all documents associated with the Application for USDA Rural Development funding through the Community Facility Grant Program.

Unfinished Business: None.

New Business: Mayor Pikolcyky announced there was a tragic plane crash at the airport involving a Borough employee. NTSB findings will be released in approximately 12-18 months.

Engineer's Report – None

Airport Utility Engineer's Report – As Mr. Yap was absent there was no report at this time.

Solicitor's Report: None

Public Comment: None

Payment of Bills: On motion of Councilwoman Perez, seconded by Councilman Cruz 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



