

**BOROUGH OF WOODBINE
REGULAR MEETING**

**NOVEMBER 4, 2021
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 11, 2022 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, Borough Solicitor; Brian Prohowich, Van Note-Harvey Associates; Michael Zumpino, Triad Associates (via telephone); James Gurdgiel, PW Supervisor; and Lisa Garrison, Borough Clerk.

Mayor Pikolycky called for approval of minutes of October 21, 2021. On motion of Councilman Ortiz, seconded by Councilman Johnson to approve the minutes of October 21, 2021, unanimously carried.

Mayor Pikolycky next called for the following resolutions:

RESOLUTION NO. 11-110-2021

**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, AIRPORT ENGINEER AND SPECIAL
ENVIRONMENTAL LEGAL COUNSEL**

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 13, 2021.
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 10, 2021.
5. Commencing 3:01 p.m. on December 10, 2021, 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 Cruz, seconded by Councilman Bennett to approve the following resolution, unanimously carried.

RESOLUTION NO. 11-111-2021

ACCEPTANCE OF PROJECT: INCIDENT COMMAND VEHICLE

WHEREAS, Mall Chevrolet of Cherry Hill, NJ, was previously awarded a contract for the project known as the purchase of an Incident Command Vehicle; and

WHEREAS, Lisa Garrison, Borough Clerk, has determined that this project has been substantially complete in accordance with the contract documents; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodbine that the contract is hereby accepted as complete; and

BE IT FURTHER RESOLVED that any remaining payments as previously authorized by contract made thereon to Mall Chevrolet.

RESOLUTION NO. 11-112-2021

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 2021 in the sum of \$150,000.00, which item is now available as a revenue from New Jersey Department of Transportation.

Section 2.

BE IT FURTHER RESOLVED that a like sum of \$150,000.00 is hereby appropriated under the caption of DOT Clay Street & Madison Avenue Project.

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 Ortiz, seconded by Councilman Benson 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. 11-113-2021

A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS

BE IT RESOLVED by the Mayor and Council of the Borough of Woodbine that the following transfers of 2021 appropriations are hereby approved in accordance with N.J.S.A 40A:4-58:

Current Fund:

From:

Legal Other Expense	1-01-20-155-200	\$10,000.00
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To:

Street Lighting Other Expense	1-01-31-435-220	\$10,000.00
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RESOLUTION NO. 11-114-2021

**AUTHORIZATION TO ADVERTISE FOR BIDS
PCB HOTSPOT REMOVAL & SITE CAPPING
HAT COMPANY SITE**

WHEREAS, the Borough of Woodbine submitted a Grant Application for USDA Emergency Community Water Assistance Grant (ECWAG) funds for environmental site remediation services to be performed at the Hat Company site (a/k/a Block 65, Lot 1) located at the intersection of CR 550 and Adams Avenue in the Borough; and

WHEREAS, the Borough has been successful in obtaining funding from USDA for the project in the total amount of \$999,770.00 for remediation at the site; and

WHEREAS, Taylor Wiseman & Taylor the Borough's Environmental Consultant on the project has prepared bid documents for the work known as "PCB Hotspot Removal and Site Capping" to be used to competitively bid the work; and

WHEREAS, these bid documents have been submitted to USDA for their review and issuance of an authorization to advertise;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodbine, that upon receipt of bid authorization from USDA, 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 Cruz, seconded by Councilman Ortiz to approve the foregoing resolution, unanimously carried.

Unfinished Business - None

New Business – None

Engineer's Report - None

Solicitor's Report – none

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

Public Comment – Mayor Pikolycky extended his congratulations to the newly elected Councilmen.

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

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Respectfully submitted,

Lisa Garrison
Borough Clerk

**BOROUGH OF WOODBINE
REGULAR MEETING**

**DECEMBER 2 , 2021
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 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; Jim Verna and Brian Prohowich, Van Note-Harvey Associates; Michael Zumpino, Triad Associates (via telephone); and Lisa Garrison, Borough Clerk. Absent: Councilman Cruz

Mayor Pikolycky called for the following resolutions:

RESOLUTION NO. 12-115-2021

**RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

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

WHEREAS, said membership terminates as of January 1, 2023 unless earlier renewed by agreement between the municipality and the FUND; and

WHEREAS, the Borough of Woodbine desires to renew said membership;

NOW, THEREFORE, BE IT RESOLVED as follows:

The Borough of Woodbine 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.

1. The Borough of Woodbine 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. Lisa Garrison, Fund Commissioner, shall be and hereby is authorized to execute the “Agreement to Renew Membership” annexed hereto and made a part hereof and to deliver same to the FUND evidencing the Borough of Woodbine’s intention to renew its membership.

On motion of Councilman Benson, seconded by Councilman Johnson 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. 12-116-2021

REFUND OVERPAYMENT ON PROPERTY TAXES

WHEREAS, the Tax Collector of the Borough of Woodbine has collected from the below listed excess on their 2021 property taxes; and

WHEREAS, an overpayment has been created on the below listed due to the following; and

WHEREAS, the Tax Collector of the Borough of Woodbine has determined that said overpayment should be refunded accordingly to the below listed:

<u>BLOCK</u>	<u>LOT</u>	<u>NAME</u>	<u>AMOUNT</u>	<u>REASON</u>
27	2	Tsahai London PO Box 648 Woodbine, NJ 08270	\$829.98	Bank Paid

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 Chief Financial Officer is hereby authorized to execute said refund and that the Tax Collector should mark her records accordingly.

RESOLUTION NO. 12-117-2021

APPROVING THE MEMBERSHIP TO THE WOODBINE VOLUNTEER FIRE DEPARTMENT AND SUBMISSION OF APPLICATION FOR MEMBERSHIP TO THE NEW JERSEY STATE FIREMENS ASSOCIATION FOR JUSTIN C CRAVER

WHEREAS, Justin C Craver has submitted his application for membership to the Woodbine Volunteer Fire Company; and

WHEREAS, he has met the physical guideline requirements; and

WHEREAS, a background check and motor vehicle report 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 is hereby approved.

On motion of Councilman Ortiz, seconded by Councilman Johnson 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. 12-118-2021

A RESOLUTION OF THE BOROUGH OF WOODBINE IMPLEMENTING A FAIR AND OPEN PROCESS FOR THE SELECTION OF SPECIAL PROJECT 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:

8. 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.
9. 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 December 17, 2021.

10. 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.
11. 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. January 3, 2022.
12. Commencing 3:01 p.m. on January 3, 2022, 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.
13. Appointments shall thereafter be made at a public meeting of the Borough Council of the Borough of Woodbine.
14. 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.

Unfinished Business – None

New Business – None

Engineer's Report - None

Solicitor's Report – Mr. Tonetta congratulated Mayor Pikolycky on his appointment as the new President of the League of Municipalities.

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

Public Comment – Mayor Pikolcyky announced that Mrs. Sypniewski would be retiring at the end of the year and introduced Mr. Alex Bauer. Mr. Bauer stated he appreciated the opportunity. Liz Loomis, 160 Webster Street, questioned the salary that Mr. Bauer would be received and was advised it would be \$43,000.

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

Respectfully submitted,

Lisa Garrison
Borough Clerk

