

Agenda Regular Meeting of Mayor and Council – July 28, 2014
Town Hall Council Chambers, 100 Central Avenue
Executive Session 6:00 P.M.
Public Session 7:00 P.M.
Agendas & Minutes can be viewed at www.townofhammonton.org

MEETING CALLED TO ORDER

ATTENDANCE ROLL CALL

Councilman:
Bachalis -
Esposito –
Gribbin -
Pullia -
Rodio –
Wuillermin -
Mayor DiDonato -

PRESENT ALSO

Brian Howell, Town Solicitor
Jerry Barberio, PWM/Business Administrator

Executive Session #R094-2014

#R094-2014

BE IT RESOLVED, by the Mayor and Common Council of the Town of Hammonton that, in accordance with the “Open Public Meetings Act,” an Executive Session is authorized on this below adopted date, for the purpose of discussing and/or acting upon:

1. Personnel
2. Litigation

BE IT FURTHER RESOLVED, that the minutes of any matters discussed in Executive Session shall be released to the public as soon as reasonably possible after Mayor and Council conclude that the basis for exclusion of the public ceases to exist.

RESUME REGULAR MEETING-ROLL CALL

Councilman:
Bachalis -
Esposito –
Gribbin -
Pullia -
Rodio –
Wuillermin -
Mayor DiDonato -

PRESENT ALSO

Brian Howell, Town Solicitor
Bob Vettese of ARH, Town Engineer
Jerry Barberio, PWM/Business Administrator

PUBLIC NOTICE

Notice of this meeting has been posted and given to official newspapers. Please familiarize yourselves with the fire exits to the right and rear of the Council Chambers. Please do not proceed beyond the front benches without invitation from the Mayor to do so. Also, each person who wishes to address Council will be allotted 5 minutes.

PLEDGE OF ALLEGIANCE

Flag Dedication by Troops

PUBLIC HEARD FOR AGENDA ACTION ITEMS

APPROVAL OF MINUTES

Executive Session 06/23/14

Regular Meeting 06/23/14

DISPENSE WITH REGULAR ORDER OF BUSINESS

Official Public Hearing-Green Acres Funding – Bob Vettese

Recognize Gabrielle Ricca for winning a national gymnastics competition

Hearing & Adoption Ordinance #015-2014 Fixing Salaries of Certain Employees

Ordinance #015-2014

AN ORDINANCE FIXING THE SALARIES OF CERTAIN
EMPLOYEES OF THE TOWN OF HAMMONTON

BE IT ORDAINED by the Mayor and Common Council of the Town of Hammonton, County of Atlantic, State of New Jersey as follows:

SECTION 1. There is hereby adopted the following salaries for employees of the Town of Hammonton.

TITLE	MINIMUM	MAXIMUM
Code Enforcement Officer Trainee	10.00 hr	14.00 hr

SECTION 2. The specific salary or wage for any municipal official or employee shall be determined and set forth in salary contracts or collective bargaining agreements provided they are within the minimum and maximum amounts as set forth hereinabove. No salary or wage for any municipal official or employee shall be affective or intended unless by official action of the Governing Body and incorporated in a Resolution fixing the specific wage or salary.

SECTION 3. The amount to be paid to each official or employee within the salary range shall be fixed from time to time by Resolution of the Mayor and Council.

SECTION 4. The method of payment of the salaries to each official or employee shall be fixed from time to time by Mayor and Council.

SECTION 5. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 6. This ordinance shall take effect after final passage and publication according to law and its provisions.

COMMITTEE REPORTS

Administration -Councilman Esposito

Business & Industry-Councilman Gribbin

Education & Quality of Life-Councilman Bachalis

Public Works & Transportation-Councilman Rodio

Law & Order-Mayor DiDonato

Water & Sewer – Councilman Wuillermin

ENGINEER REPORT

PUBLIC WORKS ACTION ITEMS:

1. **Drainage Projects: Lakeview Drive and White Horse Pike (ARH #11-60202.03):**

The contractor, Jersey Construction has started the work within Lakeview Drive. The contractor anticipates the work to be completed by early September. We will update Council as work proceeds. We applied to the NJDOT for the initial reimbursement requests in the amount of \$185,250.00. We will need a copy of the check once received by the Town.

Also as discussed with NJDOT at the time of the preconstruction meeting, the Town can seek additional Discretionary Aid funding for the project if desired. It is felt the following items could be reimbursable through the Discretionary Aid Program:

- Construction cost difference between Jersey Construction's bid of \$262,285.00 and the original allotment of \$247,000.00 = \$15,285.00
 - Portion of ARH construction management and inspection proposal (estimated) = \$14,000.00
 - Material testing and analysis (estimated) = \$1,200.00
- Estimated Total for additional funding = \$30,485.00+/-

We would estimate the cost to complete the Discretionary Aid application for the additional funding allotment to be \$480.00. In conversation with Vijesh Darji from the NJDOT, it may take about one year for the state to make a determination of eligibility.

Action Requested:

Authorize ARH to file a Discretionary Aid application with the NJDOT to seek an additional funding allotment of \$30,485.00+/- for a cost not to exceed \$480.00.

2. **ACIA Funding – 2014 CDBG (ARH #11-40047):**

The contractor has completed the work and we have submitted the final payment request, change order and maintenance bond for Council's consideration. Once approved, the Town can seek reimbursement of the project allotment of \$74,917.86.

Action Requested:

- Approval of project change order request #1 (final) reflecting a project increase in the amount of \$2,817.49 and provide for the Mayor to sign the change order.
- Approval of the final payment to the contractor totaling \$77,735.35.
- Approve release of project performance Bond and acceptance of project maintenance bond totaling \$11,660.31 which will remain in effect for a period of two (2) years from 7/28/14. The Town Solicitor and Risk Manager have both reviewed and approved the maintenance bond.

3. **Green Acres Application (ARH #2014.0426):**

Our office has been working with the Town to complete a funding application for the Green Acres Program. The application will include an additional phase at the Boyer Avenue complex, including additional paved

walking paths, a dog park and related site amenities. The application is due to Green Acres on July 31, 2014. A public hearing related to a proposed application will be conducted at the July 28th meeting. We will need Council's authorization to prepare the required application.

Authorize PO \$2800 ARH to prepare the Green Acres application & adopt #R106-2014

Resolution No.106-2014

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program ("State"), provides loans and/or grants to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition and development of lands for outdoor recreation and conservation purposes; and

WHEREAS, the **Town of Hammonton** desires to further the public interest by obtaining funding in the amount of **\$400,000.00** from the State to fund the following project: **Boyer Avenue Phase IV. The proposed improvements include an off-leash dog park, paved walking paths and related site amenities** at a cost of **\$400,000.00**;

NOW, THEREFORE, the governing body/board resolves that **the Town Clerk, the Mayor and Adams, Rehmann & Heggan Assoc., Inc.** is hereby authorized to:

- (a) make application for such a loan and/or such a grant,
- (b) provide additional application information and furnish documents as may be required, and
- (c) act as the authorized correspondent of the above named applicant; and

WHEREAS, the State shall determine if the application is complete and in conformance with the scope and intent of the Green Acres Program, and notify the applicant of the amount of the funding award; and

WHEREAS, the applicant is willing to use the State's funds in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the State for the above named project;

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE **Town of Hammonton**

1. That the **Mayor** of the above named body or board is hereby authorized to execute an agreement and any amendment thereto with the State known as **Boyer Avenue Phase IV**;
2. That in the event the States funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;
3. That the applicant agrees to comply with all applicable federal, state and local laws, rules and regulations in its performance of the project; and
4. That this resolution shall take effect immediately.

4. Pratt, Packard, Grape & Second Street Utility Replacement (ARH #11-40046):

The contractor continues to work on utilities along Packard, Grape and Second Streets. We have received and are reviewing prices from the contractor regarding relocating lateral services in order to avoid taking additional trees down. We will keep Council informed of further progress on this matter.

As indicated at the last Council meeting, during construction a number of conflicts were discovered between the proposed storm system and existing gas main/services along Packard Street and a section of Grape Street that resulted in a change order request which Council reviewed and conceptually approved last meeting subject to the PWTC review and approval of same. This occurred earlier this month and the contractor was directed to proceed with the revised scope in order to keep the project moving forward. The official total for Change Order #1 was \$19,910.00. If required, we would request that amount be approved by council.

Action Requested:

Formal action by Council related to the drainage items contained within Change Order #1 totaling \$19,910.00.

PUBLIC WORKS INFORMATION ITEMS:

5. Hammonton Lake Lowering (ARH #14-0311):

We are coordinating with the Lake Water Quality Committee and Environmental Commission on the intended depth of the requested lowering and will file the required permit application with the Bureau of Freshwater Fisheries within NJDEP.

6. Weymouth Road Drainage (ARH# 11-06007):

We have completed a conceptual design for each of the three (3) drainage areas along Weymouth Road which we reviewed with the PWTC. We also forwarded a copy of the conceptual design to John Musto at the Atlantic County Engineer's office. We will be meeting with him this Tuesday, July 29, 2014 related to the conceptual drainage design plans. We will keep Council informed of further progress.

7. NJDOT Safe Routes to School (P2014.0404):

As authorized by Council at the last meeting, we completed an application to the NJDOT for the placement of curb and sidewalk along North Street extending between Third and Fourth Streets. We will notify Council once the NJDOT provides their review of the application.

8. Hammonton Bike Path Extension (ARH #2014.0309): No Status Change

Previously our office informed the Town that NJDOT has allotted \$230,000.00 to the Town to complete a bike path extension from the NJ Transit Station to Hammonton Lake Park. Our office has submitted a proposal for professional services to the Town to complete the various tasks. The Mayor and Town Council has received the NJDOT notice of grant approval to have the project under contract for construction within 18 months or by December 2015. Any appropriating funding ordinance to be considered by Council must include the following items:

- ~ Total estimated project construction costs.
- ~ Construction survey, design and permitting.
- ~ Construction management.
- ~ Police protection and miscellaneous.
- ~ Administrative, legal, bond counsel, etc.

Possible bond amount \$275,000.00

We will present our survey and design proposal to Council once funding is established for all or part of the project.

9. Octagon Oil Site Town Hall Overflow Parking Lot (ARH #11-01060):

ARH was preparing a supplemental Hazardous Discharge Site Remediation Fund (HDSRF) grant application with respect to the environmental clean-up work required at the site. We have since learned through our NJDEP contacts that the site does not likely qualify for grant funding under HDSRF since it is not being used for recreation/ conservation purposes or affordable housing. However, there is a potential to secure a 25% contribution (grant) if an innovative 'cleanup' technology is utilized and/or an unrestricted or limited restricted use is achieved. Obviously, this would take a financial commitment from the Town for the remaining 75% of the cost, noting that an 'old' cost estimate from October 2010 was in the neighborhood of \$88,000.00. This will need further discussion with the Mayor and Council and an appropriate direction provided to the NJDEP; as to the time frame, the Town will need to address this item. We will schedule a meeting with Henry Weigel and the PWTC first to discuss how to proceed.

10. Skinner Building – Egg Harbor Road (ARH #11-01074):

The Town recently paid the outstanding DEP Oversight fee of \$3,200.00 and, as such, ARH can now issue a partial RAO letter for specific AOCs. Regarding the additional investigation/cleanup that will be required

for the property, the Town had asked ARH to hold-off on submitting a supplement grant request. We will be guided by Council's direction as to how to proceed.

11. Drainage Projects: Anderson Avenue (ARH #11-60208.02): No Status Change

This project will be divided into two (2) phases isolating each of the low points located in the middle of the block. We are in the process of amending the plans as discussed. We will keep Council informed of further progress.

12. Chew Road/Jacobs Street/First Road (ARH #11-60207.02): No Status Change

The project scope has been modified to divide the project into phases. The Public Works Department will contact Root 24 to once again clean and inspect the existing inlets, pipe and leaching pits as they extend off of the First Road/Jacobs Street intersection.

13. Well #1 / Well #3 – Volatile Organic Compounds (VOC's) (ARH# 11-30155.03):

As reported last meeting, we have received the following two (2) items from the Spillfund and the NJDEP related to this project:

- Notice from the Spillfund approving the Town's request for additional funding for the project. The final funding allotment established for this project will be determined by the actual bid price. Once that bid is received and approved by the NJDEP Spillfund a revised funding agreement will be prepared by their office for execution by the Town.
- Permit from the NJDEP for the proposed construction and remediation work at the Lincoln Street site.

We have finalized the bid documents and had a pre-bid meeting with various contractors and issued an addendum to the specifications related to asbestos removal. Bids will be received on Wednesday, July 30th at 10:00 a.m. In order to proceed with an award consideration at a special meeting in August, the Town must adopt a new or amendatory bond ordinance for the project as soon as possible. The summation of the two (2) funding ordinances should at least be equal to the project bid price and other eligible costs, which amount must be approved by the Spillfund. As noted earlier, the final dollar amount allotted by the NJDEP Spillfund will be set by the actual bid price received and approved, plus other eligible costs. The goal will be to have this work approved and started by early September 2014 and completed by mid-April 2015.

ARH has prepared a proposal totaling \$51,100.00 required to complete the site construction management which is also reimbursable through the NJDEP Spillfund. We will need Council to approve this proposal at the appropriate time in order for the project to move forward. This approval could be subject to approval by the Spillfund program and passage of the amendatory bond ordinance.

We will also be preparing a proposal to complete the additional work required at the site as a result of the site remediation work to be completed by SJ Gas in early 2015. SJ Gas Company will be required to pay for any of the additional work required at the Lincoln Street site that will be impacted by their remediation effort, including the replacement of various structures that will be demolished as a result of their required work.

SEWER & WATER ACTION ITEMS:

14. Boyer Avenue Pinelands Compliance, Long Term Wastewater Management Plan (LTCWMP) (ARH #11-50058.14):

As authorized by Council, we have begun preparing the map and list of roadways that have vitrified clay pipe sanitary sewer main and are subject to elevated groundwater or flooding conditions during rainfall events. We have reviewed the list with the MUD Superintendent and will also review same with the PWTC. Corrections to the overall sanitary sewer map will be made and we will forward a revised copy to the Pinelands Commission for their records. We will be contacting various contractors to arrange for a

meeting with PWTC to discuss the following procedures to be used as a guide for sanitary sewer repair or replacement:

- Pipe cleaning and video services
- Pipe spot repairs, slip lining and lateral replacement
- Manhole rehabilitation and casting upgrades
- Pipe bursting and lateral replacement

As required in the Pinelands agreement, we have prepared an update report to Pinelands related to the status of the Boyer Avenue Drip Irrigation installation for the overland disposal area. We will need to review the construction timeline mandated within that signed agreement with the PWTC. The establishment of funding to complete certain construction items within that agreement will need to be considered and implemented.

Also the shop drawings for various Drip Irrigation Systems are being submitted for review. ARH is reviewing same with the Municipal Utilities Department Superintendent to ensure compliance with the price quote documents. We would estimate the cost to complete this review of project submittals and compliance certification to be \$1,500. We have already reviewed the following submittals:

- Irrigation Pump
- Valve Components
- Process Instrumentation

Action Requested:

Approval of the \$1,500 estimate from ARH to complete the product shop drawings and submittal certifications.

SEWER & WATER INFORMATION ITEMS:

15. White Horse Pike/Cedar Branch Stream Water Main Replacement (P2014-0251):

As requested by the PWTC, we have prepared a proposal to complete the required fieldwork, design and permitting to replace the water main at the Cedar Branch stream crossing of the White Horse Pike for Council's consideration.

In order for Council to take action on this proposal, the funding for same must be established. Due to the importance of this project and as discussed with the PWTC, ARH has completed the following work in advance of the Town establishing project funding in order to keep the project moving.

- We made inquiries through the NJDEP related to possible project funding that could be readily available for use. There are no funding programs available that could provide immediate project funding unless a portion of the P&D allowance for Well #4 or the P&D allowance for the 2014 Utility Replacement Program funds are approved for use by the NJEIT and the Town Auditors for the above noted project.
- We submitted and procured a project exemption from the Pinelands Commission for the stream crossing.
- We are making an application to the Cape Atlantic Soils Conservation District for an exemption from submission of a formal erosion control plan due to the limited amount of site disturbance if the directional drill method is used.
- We have met on-site with a directional drilling contractor related to the project and process.
- We have discussed the need for a traffic control plan for lane closure with the NJDOT.
- We have contacted the adjacent property owners related to the need for an easement to complete the new water main installation and received a favorable response to our initial inquiry.
- We will file a Permit-By-Rule with the NJDEP Flood Hazard Program 14 days prior to the actual project construction.

As discussed with the PWTC, we will have a better idea what amount of P&D funds may be left from the Well #4 Remediation once that project is closed out. Our goal would be to have that project closed out before the end of August, or at least have a better idea on the final project costs. If funds are available and determined eligible for use on the Stream Crossing Project we will seek approval of the ARH proposal totaling \$25,230.00 at the last August Council Meeting.

16. Well #4 Radium Treatment Facility and Air Stripper (ARH #11-30153.04):

The contractor and his subs are continuing to work at the site. The treatment units have been installed and the interior pipe work, pumps, electrical system, controls are complete and ready for start-up once the water test results are obtained. Although the Superintendent has received a verbal response from the testing lab related to favorable water test results, we will need the written report from the testing lab confirming same. We should have results from the water tests from the lab any day. If all is satisfactory, Well #4 could be placed back on-line in time for the summer season. Weekly samples will be required for a short period after start-up in accordance with the permit conditions.

We would hope to have the project ready for close-out and reimbursement of project costs by the NJEIT by the regular Council meeting in August or shortly thereafter. As a reminder, we need all residents' cooperation with efforts to conserve water through these upcoming summer months.

17. 2015 Fiscal Year, NJEIFP Projects (ARH #11-01088):

We have received the construction permit from NJDEP relating to both the surface and subsurface drip irrigation system. We have also responded to inquiries made by the Trust related to the project where funding is being considered for the Phase I portion of the Underground Drip irrigation component within the recently constructed soccer fields. Permanent financing for this project from the NJEIT will not be available until the late spring of 2015. The Town will need to decide as to whether to apply for interim project financing in order to start the work later this year or wait until 2015. If the Town is considering the completion of the work with Town forces similar to that completed the Overland Drip Irrigation process the Town will need to notify the NJEIT program personnel of same and inquire as to whether their funds could be used for purchase of material only. We will discuss this in further detail with the PWTC and report to Mayor and Council once a direction is established.

ARH will also be preparing a proposal for Council's consideration to finalize the Underground Drip irrigation construction documents and to complete project construction management services as required by the NJEIT in order to provide compliance certifications of construction to the NJDEP and NJEIT.

18. Pine, Basin & Oak Road Water Main Extension/Well Contamination (ARH #11-30138): No Status Change

We are discussing and reviewing the hook-up options and project funding with the Solicitor and appropriate State officials related to the two (2) property's left to connect to the Town's water system. Additionally, we are continuing to work with State officials to determine the status of all properties requesting a waiver from the mandatory well sealing requirement. We will update Council at a future meeting, however in conversation with the State Spillfund, any deviation from the original funding agreement could impact the Town's funding allotment and reimbursement.

19. Route 54/Bellevue Avenue Utilities (ARH #11-50120): No Status Change

The Contractor has returned to the site and addressed the remaining punch list items. We will be proceeding with a recommendation to close out the project subject to review and concurrence from the Solicitor.

20. Valley Avenue Utility Replacement (P2014-0335):

As requested by the PWTC, we are gathering data in order to prepare a proposal to complete the required fieldwork, design, permitting and potential project funding application for replacement of the water, sanitary and storm sewer system along with roadway improvements within Valley Avenue extending between Bellevue Avenue to Central Avenue.

We have also been in contact with the representatives from NJEIT related to possible 2016FY funding for the project. If the Town is interested completing an application for funding consideration, a Letter of Intent will need to be sent to the NJEIT late this summer. We could provide the Mayor and Council with an estimate to complete that application if desired. We will be guided by Council's direction.

SOLICITOR REPORT

MAYOR REPORT

PWM/BUSINESS ADMINISTRATOR REPORT

TOWN CLERK REPORT

1. Approve Puerto Rican Civic Association Puerto Rican Week, August 24th-31st, 2014
2. Approve new Junior Firefighter Fire Co 2 Joseph Caruso III
3. Approve new member Fire Co 1 Gerard Perna Jr.
4. Approve sidewalk and curb waiver, 431 9th Street approved by Planning Board July 23
5. Informational Item - Reminder that business registration fee of \$35.00 is due by July 31, 2014

APPROVE BILL LIST & PURCHASE ORDERS

NEW BUSINESS

ORDINANCES FOR INTRODUCTION

Introduction Ordinance #017-2014 Amend Chapter 200 Entitled Parks and Recreation

Ordinance #017-2014

AN ORDINANCE AMENDING CHAPTER 200 ENTITLED PARKS AND RECREATION

BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF HAMMONTON, COUNTY OF ATLANTIC, STATE OF NEW JERSEY that Chapter 200 is amended with the addition of Section 9 as follows:

Section 200-9 In order to promote greater public participation in the life of the community and the operation of Town facilities, there is hereby established an "Adopt-a-Park" program, to be administered under the auspices of the Town's Park and Recreation Department.

- A. Any individual citizen, group of citizens, family, civic organization, or business may apply for sponsorship of a park or area of a park within the Town, taking responsibility for certain tasks aimed at maintaining the park or area of said park in a clean, attractive, safe fashion. The Town Business Manager, in consultation with the Recreation Leader, and the Board of Park Commissioners, shall develop an application covering rules for the program, and shall recommend an appropriate sponsorship fee structure to Mayor and Town Council for approval.
- B. Approved sponsors commit to assisting the Town's Public Works Department in the care and maintenance of parks by performing, at least 4 times each year, some or all of the following tasks, as appropriate for the area adopted:
 - (1) Removing litter and recyclable materials
 - (2) Clearing brush and invasive plants
 - (3) Mulching trees and garden beds
 - (4) Planting trees, shrubs and flowers
 - (5) Painting and minor repair of facilities and equipment

- (6) Care and maintenance of playground equipment
 - (7) Care and maintenance of walking trails and tracks
- C. The Town will supply bags and other material that will be used to maintain parks. Sponsors will perform their cleanup with appropriate clothing including rain gear and gloves.
 - D. Sponsors will be publicly recognized for their efforts through the prominent placement of a sign, to be purchased and installed by the Town, declaring their sponsorship.
 - E. Upon signing a "Hold Harmless Agreement" with the Town of Hammonton, all sponsorships shall be valid for a period of 5 years, and shall be renewable, with the current sponsor having right of first refusal. Failure to agree to renew a sponsorship within a reasonable period of time from the individual or group to assume sponsorship of the subject park.
 - F. Each sponsor shall agree, at a minimum, to the following stipulations:
 - (1) To conduct all activities in a safe and responsible manner
 - (2) To comply with all park rules and regulations
 - (3) To notify the Town, through the Recreation Leader, Business Administrator or Park Commission, regarding their decision to resign or not renew the sponsorship in writing.
 - (4) To supply sufficient advance notice of scheduled work to the Director of Public Works and the Recreation Leader
 - (5) To assign a person in charge of volunteers. This "crew chief" will be responsible for signing volunteers in and out, as well as ensuring that all volunteers comply with relevant safety requirements.
 - (6) To ensure that all volunteers under the age of 18 have close and appropriate adult supervision at all times
 - (7) To wear clothing (including shoes and gloves) appropriate for the work and weather
 - (8) To report any and all damage to park grounds or facilities, and any accidents, to the Town Clerk within 24 hours of occurrence
 - (9) To sign a "Hold Harmless Agreement" with the Town of Hammonton
 - G. Individuals or groups that are unable to commit to actual work on a park may provide funding or materials as an in-kind contribution. These donations will also qualify for recognition through sign placement, although the term of acknowledgement shall carry a one-year term.

BE IT FURTHER ORDAINED that, all ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

BE IT FURTHER ORDAINED that this ordinance shall take effect after final passage and publication according to law.

Introduction Ordinance #018-2014 Amend Chapter 247 Entitled Streets and Sidewalks

Ordinance #018-2014

AN ORDINANCE AMENDING CHAPTER 247 ENTITLED STREETS AND SIDEWALKS

Be it ordained by the Mayor and Common Council of the Town of Hammonton, County of Atlantic, State of New Jersey that Chapter 247 is amended to include Article VIII as follows:

Article VIII: Adopt-a-Street Program.

Section 247-49: In order to promote greater public participation in the life of the community and the operation of Town facilities, there is hereby established an "Adopt-a-Street" program, to be administered under the auspices of the Town's Public Works Department.

- A. Any individual citizen, group of citizens, family, civic organization, or business may apply for sponsorship of a street or combination of streets within the Town, taking responsibility for certain tasks aimed at maintaining the street or streets in a clean, attractive, and safe fashion. The Town Public Works Director, in consultation with the Town Administrator, shall develop an application covering rules for the program, and shall recommend an appropriate sponsorship fee structure to Mayor and Town Council for approval.
- B. Approved sponsors commit to assisting the Town's Public Works Department in the care and maintenance of Town streets by performing, at least 4 times each year, some or all of the following tasks, as appropriate for the area adopted:
 - (1) Removing litter and recyclable materials
 - (2) Clearing brush and invasive plants
 - (3) Mulching street trees
 - (4) Planting trees, shrubs, and flowers
- C. The Town will supply bags and other material that will be used to maintain streets. Sponsors will perform their cleanup with appropriate clothing including rain gear and gloves.
- D. Sponsors will be publicly recognized for their efforts through the prominent placement of a sign, to be purchased and installed by the Town, declaring their sponsorship.
- E. All sponsorships shall be valid for a period of 5 years, and shall be renewable, with the current sponsor having right of first refusal. Failure to agree to renew a sponsorship within a reasonable period of time from the date of expiration shall constitute sufficient grounds to allow another individual or group to assume sponsorship of the subject street(s).
- F. Each sponsor shall agree, at a minimum, to the following stipulations:
 - (10) To conduct all activities in a safe and responsible manner
 - (11) To comply with all relevant rules and regulations
 - (12) To notify the Town, through the Business Administrator, regarding their decision to resign or not renew the sponsorship in writing.
 - (13) To supply sufficient advance notice of scheduled work to the Director of Public Works
 - (14) To assign a person in charge of volunteers. This "crew chief" will be responsible for signing volunteers in and out, as well as ensuring that all volunteers comply with relevant safety requirements.
 - (15) To ensure that all volunteers under the age of 18 have close and appropriate adult supervision at all times
 - (16) To wear clothing (including shoes and gloves) appropriate for the work and weather
 - (17) To report any and all damage to the Town Clerk within 24 hours of occurrence
 - (18) To sign a "Hold Harmless Agreement" with the Town of Hammonton
- G. Individuals or groups that are unable to commit to actual work on a street may provide funding or materials as an in-kind contribution. These donations will also qualify for recognition through sign placement, although the term of acknowledgement shall carry for one year.

BE IT FURTHER ORDAINED that, all ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

BE IT FURTHER ORDAINED that this ordinance shall take effect after final passage and publication according to law.

Ordinance #019-2014 Amending 28-13

ORDINANCE #020-2014

AN ORDINANCE AMENDING ORDINANCE #020-2013

BE IT ORDAINED by the Common Council of the Town of Hammonton, County of Atlantic, State of New Jersey, that Ordinance #013-2013 is amended to include a penalty provision as follows:

Add the following wording to Number 4. Violations and Penalties.

Any person or persons found to be in violation of a provision of this chapter or any rule or regulation promulgated pursuant hereto in the Hammonton Municipal Court, upon conviction shall be subject to a fine of not more than \$1,000 per day for each day that the violation continues. Each day the violation continues shall be considered a separate violation.

BE IT FURTHER ORDAINED that, all ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

BE IT FURTHER ORDAINED that this ordinance shall take effect after final passage and publication according to law.

RESOLUTIONS

#R095-2014 Salary Code Enforcement Officer Trainee

#R095-2014
R E S O L U T I O N

WHEREAS, the Mayor and Common Council of the Town of Hammonton, by Ordinance fixed a salary range for the employment of the certain Town Officials of the Town of Hammonton, County of Atlantic, New Jersey; and

WHEREAS, said ordinance provides that the amount to be paid to such official or employee within the salary range shall be fixed from time to time by Resolution of the Mayor and Council; and

WHEREAS, the time of service of any employee shall be computed as commencing in January of the year when the employee was hired.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Town of Hammonton, Atlantic County, New Jersey as follows:

<u>Employee</u>	<u>Title</u>	<u>Hourly Rate</u> <u>(effective 07/28/14)</u>
Mark Rogers	Code Enforcement Officer Trainee	\$12.00

#R096-2014 Certification of Annual Audit

#R096 -2014
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

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 2013** 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 "Findings and Questioned Costs" or "Findings 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 "Findings and Questioned Costs" or "Findings 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 Mayor and Council of the Town of Hammonton, 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.

#R097-2014 Authorize Various Refunds

#R097-2014

A RESOLUTION OF THE MAYOR AND COUNCIL
OF THE TOWN OF HAMMONTON
AUTHORIZING VARIOUS REFUNDS

BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF HAMMONTON, COUNTY OF ATLANTIC AND STATE OF NEW JERSEY that the following refunds are authorized as approved by the respective Department Heads of the Town of Hammonton:

Paul J. Ruggerio	Plumbing Permit	\$ 50.00
Donna Leonardis	Rental Registration Fee	\$150.00

#R098-2014 Authorize and Endorse Green Day Festival and Green Weekend

RESOLUTION #098-2014

RESOLUTION AUTHORIZING AND ENDORSING
HAMMONTON GREEN DAY FESTIVAL AND GREEN WEEKEND

WHEREAS, Hammonton's Green Committee and MainStreet Hammonton have promoted and continue to promote the Town of Hammonton with scheduled events in the downtown business district; and

WHEREAS, these organizations have forged positive relationships with other key organizations and institutions in Hammonton, particularly the Hammonton Education Foundation, St. Joseph's High School, the Hammonton Lions Club, and the Hammonton High School Green Earth Club, and

WHEREAS these positive working relationships have helped to establish the annual Green Day Festival as an eagerly-anticipated staple among Hammonton's annual celebrations, featuring a multi-faceted recycling event (Recycling Central) and a well-coordinated town-wide yard sale, and culminating in the Green Committee's Green Day Festival, and

WHEREAS, Mayor and Council has and continues to support the efforts of these organizations to promote the Town of Hammonton and particularly their efforts at ensuring the environmental, economic, and cultural sustainability of the Town,

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF HAMMONTON, COUNTY OF ATLANTIC, STATE OF NEW JERSEY that the Town of Hammonton authorizes and endorses the Hammonton Green Day Festival and associated Green Weekend activities scheduled to take place September 13, 2014 as follows:

Recycling Central to take place from 9:00 a.m. till 12:00 noon,
Town-wide yard sales to take place from 9:00 a.m. till 2:00 pm,
Green Day Festival to take place from 12:00 noon till 4:00 p.m. at 328 Vine Street (St. Joseph School),
Close Vine Street and School House Lane between Third and Bellevue from 9:30 a.m. - 4:30 p.m. on Saturday, September 13.

BE IT FURTHER RESOLVED that the Town of Hammonton will provide municipal services required for this event including police assistance.

BE IT FURTHER RESOLVED that the Clerk is authorized to submit the Hold Harmless and Town of Hammonton Certificate of Insurance to Atlantic County for use of their parking lot located at 310 Bellevue Avenue, and same to St. Joseph's High School for the use of their grounds for the Green Day Event.

#R099-2014 Corrective Action Plan

**RESOLUTION #099-2014
TOWN OF HAMMONTON
CORRECTIVE ACTION PLAN**

Corrective Action Plan of the Town of Hammonton, County of Atlantic, State of New Jersey, for the year 2013.

WHEREAS, in accordance with the requirements of the Division of Local Government Services, at the completion of the audit, the local government unit shall prepare a Corrective Action Plan to address each audit finding in the current year audit report; and

WHEREAS, the Corrective Action Plan of the Town of Hammonton for the 2013 Report of Audit is as follows:

Finding No. 2013-1:

Condition:

A calculation of the actuarially calculated Other Post Employment Benefits (OPEB) obligation for the future cost of dental and vision insurance coverage to be paid by the Town for retired employees was not obtained.

Recommendation: That the Town obtain the actuarially calculated Other Post Employment Benefits (OPEB) obligation for the future cost of dental and vision insurance coverage to be paid by the Town for retired employees.

Corrective Action: This required disclosure is mandated by an accounting disclosure standard adopted by the Governmental Accounting Standards Board (GASB) Statement No. 45. In New Jersey, municipalities and counties report and budget under regulatory accounting practices and therefore are not required to “book” OPEB future obligations. The Town carries its medical health insurance with the State Health Benefits Program (SHBP). The required disclosure, with which the Town complies, only references where information can be found on the SHBP and is not required to include any future obligation. The dental and vision insurance coverage is contracted through a private carrier and only represents less than 10% of the Town’s total annual SHBP obligation. The Chief Financial Officer and the Town Accountant have exhausted numerous possibilities to have these calculations prepared at no cost to the taxpayers without success. Therefore, since there is no financial impact on the Town for not obtaining the actuarially calculated obligation for its future cost of dental and vision insurance coverage for retired employees, the Town will continue to evaluate the cost/benefit of budgeting taxpayer funds in future budget years in order to solely comply with a financial disclosure requirement that has no financial impact on the Town’s current operations.

Finding No. 2013-2:

Condition:

The Town expended funds in excess of the amount appropriated for one Water/Sewer Utility Operating Fund budget line item.

Recommendation: That no overexpenditures of budget line items be incurred.

Corrective Action: This overexpenditure resulted from a misposting of an interfund transaction and is considered a one-time occurrence. The appropriate staff has been advised of this error and has assured that this circumstance will not occur in the future. Town officials will continue to review the budget status report on a monthly basis to ensure no overcommitments of appropriation line items.

BE IT RESOLVED, that the Corrective Action Plan for the 2013 Report of Audit of the Town of Hammonton be approved by the Governing Body of the Town of Hammonton; and

BE IT FURTHER RESOLVED, that one certified copy of this resolution be filed with the Division of Local Government Services.

#R100-2014 Extend Tax Due Date to Aug 25th (water & sewer bills due August 1)

#R100 -2014
RESOLUTION

WHEREAS, the 2014-2015 preliminary tax bills will be mailed late due to a delay in receiving the established tax rate from county;

WHEREAS, we cannot determine an exact date as to when the bills will be mailed;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Town of Hammonton to authorize and direct the tax collector to extend the due date of the August quarter taxes to 25 days from the date of mailing, deadline will be August 25th.

#R101-2014 Boyer Avenue County Grant Extension

**#R 101-2014
Boyer Ave County Grant Extension**

WHEREAS, the Atlantic County Board of Chosen Freeholders has approved an Open Space Trust Fund and established a Municipal Open Space Financial Assistance Program to provide Grant funds in connection with municipal acquisition and development of lands for open space, recreation, conservation, and historic preservation purposes; and,

WHEREAS, the Governing Body of the Town of Hammonton has previously been awarded County Open Space Trust Funds in the amount of \$915,750.00 for the following project(s):

Improvement to Boyer Avenue Recreation Complex to include new soccer fields and the addition of a drip irrigation system.

WHEREAS, the Tow of Hammonton has been unable to complete this project within the time frame specified in the grant agreement; and,

WHEREAS, the Town of Hammonton desires to extend the term of the grant agreement for a period of one year, to May 29, 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF HAMMONTON THAT:

1. The Town of Hammonton is authorized to submit a request to extend the term of the Financial Assistance Agreement to May 29, 2015; and
2. The Town of Hammonton is committed to this project and will provide the balance of funding necessary to complete the project in the form of non-County funds as required; and
3. The municipality is willing to use the approved County Open Space Trust Funds in accordance with such policies and procedures, and applicable federal, state, and local government rules, regulations, and statutes thereto; and
4. Mayor Stephen DiDonato is hereby authorized to execute an Amended Financial Assistance Agreement with the County of Atlantic to extend the term to May 29, 2015; and
5. This Resolution shall take effect immediately.

#R102-2014 Tax Resolution

#R102-2014

WHEREAS, Rosemarie Jacobs, Tax Collector, has approved and made amendments to utility and/or tax accounts as follows:

B&L	NAME	ADDRESS	AMOUNT	ACCT	REASON	PER
2709-36	Pinto	400 N Packard	190.00	W/S	Refund overpayment	Rosie
4402-26	Ruggerio	17 Pine Rd	1,888.00	water	Refund conn/meter fee chg mind	Anthony

3716-11	Mazza	145 Birch	2,239.57	Tax	Refund Core Logic overpayment	Rosie
3801-7	ParvinEst	258 Park Ave	4,742.00	w/s	Refund to Randy Homes	Rosie

WHEREAS, if any above referenced are not approved by Mayor and Council, a retraction will take place.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Town of Hammonton that the Tax Collector's actions are approved.

#R103-2014 Capital Budget Amendment

#R104-2014 Authorize National Night Out Event and Fireworks Display

RESOLUTION #104-2014

AUTHORIZE NATIONAL NIGHT OUT EVENT & FIREWORKS DISPLAY

WHEREAS, August 8th is the scheduled date for the National Night Out Event in the Town of Hammonton; and

WHEREAS, this year's event will include fireworks display to be held at Hammonton High School located on Old Forks Road in Hammonton;

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF HAMMONTON, that the August 8th, National Night Out Event and Fireworks Display is authorized along with assistance from Hammonton Police Department and other town departments as deemed necessary.

#R105-2014 Cancel Prior Year Unexpended Grant Balances

**#R105-2014
TOWN OF HAMMONTON
CANCEL PRIOR YEAR UNEXPENDED GRANT BALANCES
AND IMPROVEMENT AUTHORIZATIONS**

WHEREAS, there is old inactive, expired and dormant grant receivables, prior year unexpended grant balances with off setting reserves and inactive/completed improvement authorizations that remain outstanding on the books, it is the recommendation of the Chief Financial Officer and the Auditor that these balances be canceled; and

WHEREAS, the following is the detail of the Current Fund and General Capital Fund grant receivable balances, grant reserve balances and unexpended improvement authorizations to be canceled:

CURRENT FUND

Prior Year Grants Receivable Balances

	<u>Amount</u>
2001 County Open Space Trust Fund	\$ 28,000.00
2001 Tree Planting Grant Program	15,165.00
2002 NJDEP Forest Service	2,000.00
2005 NJDEP Comm. Environmental Inventory Grant	2,500.00
2007 Smart Planning Grant	2,425.00
2011 Over The Limit Under Arrest	200.00
2012 Drive Sober or Get Pulled Over	200.00
Prior Years Municipal Alliance Grant	<u>336.33</u>

Total **\$ 50,826.33**

Prior Year Grant Reserve Balances

2001 County Open Space Trust Fund	\$ 28,000.00
2001 Tree Planting Grant Program	15,165.00
2002 NJDEP Forest Service	3,000.00
2007 Smart Planning Grant	5,858.75
2008 Wildlife Habitat Sites Grant	310.25
2009 Neighborhood Preservation Program	8.83
2010 JAG Grant	597.21
2011 Over The Limit Under Arrest	200.00
2012 Drive Sober or Get Pulled Over	200.00
NJDOT Downtown Form-Based Code Grant	10.15
Prior Years Municipal Alliance Grant	<u>336.33</u>

Total \$ 53,686.52

GENERAL CAPITAL FUND

Prior Year Grants Receivable Balances

	<u>Amount</u>
Ord. 18-01 (d) – Atlantic County CDBG	\$ 196.00
Ord. 8-01 – NJ Transit	8,000.00
Ord. 8-01 – Hammonton Revitalization Committee	3,000.00
Ord. 3-03 (c) – Atlantic County CDBG	88,653.00
Ord. 6-06 (b) – NJDOT	23,430.00
Ord. 16-07 (a) – NJDOT	1.78
Ord. 3-07 – Federal Homeland Security Grant	164.00
Ord. 24-07 – Atlantic County	173,587.12
Ord. 28-08 – NJ Department of Community Affairs	15,845.00
Ord. 11-09 – NJDOT	9,030.07
Ord. 4-10 – NJDOT	18,294.51
Ord. 27-11 – CDBG	<u>10,199.86</u>

Total \$ 350,401.34

Unexpended Improvement Authorizations

Ord. 17-98/30-99/17-00/9-01 - Underground Storage Tanks	\$ 5,067.55
Ord. 1-00/19-04 – Renovations to Lake Park House	1.25
Ord. 18-01/16-02 – Reconstruction of Curbs & Sidewalks	13,585.07
Ord. 26-02/20-04 (a) – Reconstruction of Various Roads and Walkways	1,653.75
Ord. 26-02/20-04 (g) – Mapping of Public Works Assets	15.90
Ord. 3-03/21-03 – Various Pedestrian Walkway Imp.	91,173.54
Ord. 7-04 – Acquisition of Various Equipment	287.61
Ord. 6-06 – Improvements to Historical Building/Community Center	5,840.00
Ord. 16-07 – Various Curbing Improvements	989.75
Ord. 24-07 – Reconstruction of Central Avenue	247,776.27
Ord. 3-08/4-10 – Renovation to Runway Apron	30,190.29
Ord. 20-08 – Housing Rehab. and Senior Citizen Center	15,895.00
Ord. 28-08 – Housing Rehab. and Senior Citizen Center	1,000.00
Ord. 31-09 – Fourth Street Reconstruction	565.79
Ord. 11-09/15-10 – Security Camera System at Airport	9,030.07

Ord. 24-09 – Phase I Paving of Pulte Development	14,908.01
Ord. 25-09 – Municipal parking and Imp. To Historical Building/Community Center	942.49
Ord. 27-11 Repairs to Various Roads	<u>10,199.86</u>
Total	<u>\$ 449,122.20</u>

BE IT RESOLVED, that the Current Fund and General Capital Fund grants receivable balances, unexpended grant reserve balances and unexpended improvement authorizations listed above be canceled and that the Chief Financial Officer record this action in the books and records of the Town of Hammonton.

PUBLIC HEARD

MEETING ADJOURNED