

Agenda Regular Meeting of Mayor and Council –May 18 , 2015  
Town Hall Council Chambers, 100 Central Avenue  
Executive Session 6:00 P.M.  
Public Session 7:00 P.M.

MEETING CALLED TO ORDER

ATTENDANCE ROLL CALL

Councilman:

Furgione -

Gribbin -

Pullia -

Rodio –

Torrissi -

Wuillermin -

Mayor DiDonato -

PRESENT ALSO

Brian Howell, Town Solicitor

Jerry Barberio, PWM/Business Administrator

Executive Session #R062-2015

#R062-2015

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:

Furgione -

Gribbin -

Pullia -

Rodio –

Torrissi -

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

PUBLIC HEARD FOR AGENDA ACTION ITEMS

APPROVAL OF MINUTES

Executive Session April 20, 2015

Regular Meeting April 20, 2015

DISPENSE WITH REGULAR ORDER OF BUSINESS

1. Presentation Michael Cagno
2. Public Hearing 2015 Budget
3. #R063-2015 Adopt Budget

**RESOLUTION NO. 063-2015**

**A RESOLUTION ADOPTING THE 2015 BUDGET**

Be It Resolved by the Mayor and Council of the Town of Hammonton, County of Atlantic that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$8,474,137.95 (Item 2 below) for municipal purposes, and
- (b) None (Item 3 below) for school purposes in Type I School Districts only (N.J.S. 18A:9-2) to be raised by taxation and,
- (c) None (Item 4 below) to be added to the Certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (N.J.S. 18A:9-3) and certification to the County Board of Taxation of the following summary of General revenues and appropriations.
- (d) None (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) None (Item 5 Below) Minimum Library Levy

<b>1. General Revenues</b>		
Surplus Anticipated	08-100	\$ 1,250,000.00
Misc. Revenues Anticipated	40004-10	\$ 2,455,958.54
Receipts from Delinquent Taxes	15-499	\$ 70,000.00
<b>2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6 (a), Sheet 11)</b>	07-190	\$ 8,474,137.95
<b>3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY: Item 6, Sheet 42</b>	07-195	0.00
Item 6 (b), Sheet 11 (N.J.S.40A:4-14)	07-191	0.00
Total Amount to be Raised by Taxation for Schools in Type I School Districts Only		0.00
<b>4. TO BE ADDED TO THE CERTIFICATE FOR AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:</b>		
Item 6 (b), Sheet 11 (N.J.S.40A:4-14)	07-191	0.00
<b>5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY LEVY</b>	07-192	0.00
<b>Total Revenues</b>	40000-10	\$12,250,096.49
<b>6. GENERAL APPROPRIATIONS:</b>		
Within "CAPS"		
(a&b) Operations Including Contingent		\$ 8,344,884.75
(e) Deferred Charges and Statutory Expenditures – Municipal		\$ 918,997.00
(g) Cash Deficit		0.00
Excluded from "CAPS"		

(a)	Operations – Total Operations Excluded From “CAPS”	\$ 41,670.00
(c)	Capital Improvements	\$ 80,000.00
(d)	Municipal Debt Service	\$ 1,763,500.00
(e)	Deferred Charges – Municipal	96,820.60
(f)	Judgements	0.00
(n)	Transferred to Board of Education for Use of Local Schools (N.J.S.40:48-17.1 & 17.3)	0.00
(g)	Cash Deficit	0.00
(k)	For Local District School Purposes	0.00
(m)	Reserve for Uncollected Taxes (Include Other Reserves if Any)	\$ 1,004,224.14
7.	SCHOOL APPROPRIATIONS-TYPE I SCHOOL DISTRICTS ONLY (N.J.S. 40A:4-13)	0.00
	<b>Total Appropriations</b>	<b>\$12,250,096.49</b>

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 18th day of May, 2015. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2015 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

4. #R063A-2015 Capital Budget Amendment
5. Hire FT Police Officer eff 6/2/15 at \$44,145.00 AN with benefits – Oath of Office
6. Hearing Ordinance #008-2015 Amend Chapter 247 Road Openings

#### COMMITTEE REPORTS

Administration - Councilman Gribbin

Business & Industry- Councilman Furgione

Education - Councilman Torrissi

Quality of Life - Councilman Pullia

Public Works & Transportation- Councilman Rodio

Law & Order- Mayor DiDonato

Water & Sewer – Councilman Wuillermin

#### ENGINEER REPORT

#### SEWER AND WATER ACTION ITEMS:

##### 1. Valley Avenue Utility Replacement (ARH #11-30159):

Plans & specification were submitted to all permit agencies as well as NJEIT for their review and comment. The following is a status of all submissions:

- Cape Atlantic Soil Conservation – Approval Received
- Treatment Works Approval – Deemed Administratively Complete, awaiting review comments
- Bureau of Water System Engineering – Awaiting to hear administratively complete/comments
- Atlantic County – Awaiting comments

We have discussed the revisions to the project scope for the pipe cleaning and video with the Municipal Utilities Superintendent. The thought was to reduce the cost for pipe cleaning and video by limiting the work to key sections of the pipe line only. We would seek Council's authorization to modify the project specifications and scope and once again request price quotes for the pipe cleaning and video for key section sections of the Valley Avenue pipe line only.

#### Action Requested:

Authorize ARH to modify the project specifications and scope and seek price quotes for the work for key sections of the Valley Avenue sanitary sewer main only.

2. **AtlantiCare Phase 2, Sanitary Sewer Improvements (ARH #11-10018.05):**

The AtlantiCare Design Consultants have submitted design plans, flow calculations and a letter of No Call Up from the Pinelands Commission related to the Phase 2 portion of their project which consists of two (2) sub-phases. Phase 2A consists of a 12,000 SF office building and Phase 2B consists of 9,200 SF addition to the medical imaging building. We have reviewed the information provided and it appears that the actual flows recorded for the existing Phase 1 portion of the site and the projected flows for the Phase 2 portion of the site will be less than the flow originally approved and allocated for the site for the Phase 1 portion only. We have prepared a letter and memo to the Design Consultant related to suggested conditions of approval for the Phase 2 utility improvements at the site. We will review those conditions of approval with the PWTC and if acceptable, recommend approval from Council subject to compliance with the conditions cited.

**Action Requested:**

If satisfactory with the PWTC and Municipal Utilities Superintendent, we would recommend approval of the proposed water and sanitary sewer improvements and flows for the Phase 2A and 2B portions of the AtlantiCare site subject to compliance with the conditions noted in the ARH memo dated 5/1/15 and payment of the appropriate fees related to same.

**PUBLIC WORKS ACTION ITEMS:**

3. **14<sup>th</sup> Street Roadway Improvements (ARH #2015.0303):**

The NJDOT has allotted \$190,000.00 to the Town to complete roadway improvements along 14<sup>th</sup> Street from 2<sup>nd</sup> Road to the Town border with Folsom. Our office has submitted a proposal to complete the design associated with these improvements and await decision from Council.

**Action Requested:**

Approval of ARH's proposal dated May 11, 2015 in the amount of \$21,500.00 contingent upon adoption of Bond Ordinance 9-2015 and completion of estoppel period.

**PUBLIC WORKS INFORMATION ITEMS:**

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

The executed document for project time extension request was forwarded to the County Legal Department as authorized by Council. We will be meeting with the affected property owners and Council representatives where easements will be required.

5. **Roadway Opening Ordinance Revisions (ARH #11-01091):**

The Solicitor has made the modifications to the Roadway Opening Ordinance as discussed with the PWTC. The second reading and public hearing for same is scheduled for this Council meeting. Once adopted, a copy of same should be sent to the applicable utility companies that complete work in the Town, so they could become familiar with the new ordinance standards.

6. **First Road/Chew Road Drainage Improvements (ARH #11-60207):**

Root 24 Hours was present on-site to complete the Root X Treatment as authorized by Council. They should return by the end of this month to complete the root cutting, pipe and leaching pit cleaning and the video of the existing drainage system. Once that is completed, we will review same with the Public Works Superintendent and PWTC to determine what action should now be taken.

The Solicitor has obtained the signature from the affected property owner and filed same at the County Clerk's office.

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

The NJDOT has allotted \$230,000.00 to the Town to complete a bike path extension from the NJ Transit Station to Hammonton Lake Park. 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 within this year's budget** 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 to \$300,000.00.

Once the project funding is established, we will submit our proposal for the survey, design and permitting phase of the project for Council's authorization.

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

We are finalizing our discussions with the NJDOT related to their latest site inspection letter on handicapped ramp construction and expect a resolution shortly. Once resolved, the final reimbursement request will be processed.

**SEWER AND WATER INFORMATION ITEMS:**

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

The contractor continues work at the site. The following work has been completed:

- The mason has completed the building wall construction and is working on the outside stucco building walls.
- The electrical contractor is completing the electrical and control instrumentation tasks.

We have prepared the monthly progress report to the NJDEP as required by the ACO. We have noted within this report and past reports of the possible need for a time extension request due to the delay in the delivery of the two (2) new filter units and inability of the contractor to continue with outside block and mortar work due to cold weather. We have requested an updated completion schedule from the contractor so that we could advise Council and the NJDEP on the anticipated well and treatment system start-up date.

As authorized by Council last meeting, we sent the project change order request to the NJDEP Spillfund for determination of eligibility for reimbursement of several tasks. The Spillfund representative visited the site and we received a verbal approval of the project change orders which included the repair work to the interior wall of the Treatment Unit room. The contractor was then directed to proceed with the repair work as approved by Council. We will keep Council informed of further progress.

**10. AT&T Equipment Relocation Lincoln Avenue (ARH #11-30156):**

The Solicitor is finalizing the lease agreement between AT&T and the Town to be consistent with other Town leases. This agreement will also include the location of AT&T Communications equipment to the front portion of the Water Department Building.

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

The project deadline was April 15, 2015. We received an updated schedule from the Contractor which takes construction to the end of May with top course paving along Pratt Street only to occur at the end of June.

**Packard Street, Grape Street, & Second Street**

**Utilities – All utilities have been installed on this street.**

**Concrete – All concrete work has been installed along this street.**

Paving – Base course paving has been completed. A number of base repairs have been completed by the Contractor. Additional base repairs still need to occur and will be completed closer to final paving. We anticipate final paving to occur the week of May 18<sup>th</sup>.

As previously reported, the Contractor has submitted claims related to the work completed along Packard, Grape and Second Streets. Our office reviewed the submitted claims and provided the Town a reduced list of claims for their review/comment. We are also working with the Contractor to finalize the quantities for this portion of the project.

Pratt Street

Utilities – All utilities have been installed on this street.

Concrete – The Contractor should be done all concrete installations by Wednesday May 13<sup>th</sup>.

Paving – Milling/excavation is expected to occur on this roadway on or before May 18<sup>th</sup> with base course paving to follow. This roadway will be top coursed paved at the end of June to allow time for any settlement in the trenches.

**12. Utility Data Integration & Analysis (ARH #15-0197):**

As authorized by Council, ARH/Civil Solutions has completed the tasks for the reduced scope of work as authorized by Council related to sewer and water accounts. We will meet with the MUD Superintendent and members of the PWTC to review the information.

**13. Metro PCS Equipment/Antennae Replacement Lincoln Avenue (ARH #11-30162):**

As recommended last meeting, we have contacted Metro PCS/T-Mobile related to modifying the location of their electrical panel/meter box to the side wall of the Water Department building. We are waiting for the revised information from T-Mobile to ensure compliance with the approval conditions. The Town Solicitor was provided a response from Chris McDonough from NB&C who represents T-Mobile. The Solicitor will be discussing possible lease agreement modifications with T-Mobile and their representative for the Lincoln Avenue site shortly.

**14. White Horse Pike/Cedar Branch Stream Water Main Replacement (ARH #11-30161):**

The legal descriptions were forwarded to the Solicitor for preparation of the required deeds to be sent to the affected property owner of Block 4601, Lot 29. Once the deed of easement is executed we could finalize the design plans and specifications for the receipt of price quotes. We will update Council of further progress.

**15. 2015 Fiscal Year, NJEIFP Projects Underground Drip Irrigation (ARH #11-01088):**

As required by the Comprehensive Wastewater Management Plan (CWMP) agreement, we will provide the Pinelands Commission with the monthly update on the flow and effluent disbursement data along with the construction schedule for the next phase of drip irrigation. We will delay submitting the report until later this month since substantial progress on the underground drip component will be made by the end of the month.

**16. South Jersey Gas Site Remediation Lincoln Avenue, Chemical Building Relocation (ARH #11-30155, 14.0337, 14.0892):**

As authorized by Council and approved by SJ Gas, ARH has completed the design work related to the relocation of the components of the Chemical Feed Building at the Lincoln Avenue site into the renovated Main Water Department building. A submission was made to NJDEP for review and approval in late February.

Once the design is approved, we will have an itemized construction cost estimate for Council's consideration, for inclusion in the agreement with SJ Gas. Once the agreement with SJ Gas is executed, we will seek approval from Council to proceed with advertising and receipt of bids for the project.

We have met with SJ Gas representatives, their consultants to discuss the tentative costs for these various site, building improvements, building replacement, site remediation inspection, etc. required at the Lincoln Avenue site and how funding for same will be established.

We have supplied additional information to SJ Gas as requested which is presently under their review. We have also provided a revised cost estimate for their consideration associated with the review, inspection and reporting work required during the site remediation work. This estimate will be part of a separate agreement between the Town and SJ Gas. The site remediation work is scheduled to occur early in 2016.

We have received comments from Joseph Foglio of GZA, SJ Gas Company's Design Consultant related to our plan and specification review letter of 2/23/15. We will go over those comments with the PWTC and MUD Superintendent and discuss any remaining items with SJ Gas and their consultants.

It is believed that we are close to finalizing the cost figures for building replacement and project site remediation inspection with SJ Gas. If acceptable to Mayor and Council, we may need to request a special session of Mayor and Council to review and approve those figures so that the attorneys could meet to discuss the wording of the agreement. We will keep Council informed of further progress.

**17. Boyer Avenue Pinelands Compliance, Long Term Wastewater Management Plan I&I Study (ARH #11-50142)(ARH Proposals 0504 & 0594):**

We will be finalizing the as-built plans for the overland drip and providing a copy of same to the MUD Superintendent and Business Administrator for review before sending a copy to the NJDEP and Pinelands Commission.

**18. Verizon Antenna, 4<sup>th</sup> Street Water Tower (ARH #11-30157):**

*The Solicitor has been in discussions with representatives from Verizon related to completing a lease agreement for installation of communications antenna and emergency generator at the 4<sup>th</sup> Street Water Tower site as discussed with the PWTC and MUD Superintendent. Progress related to that agreement must be made before Verizon will complete any additional revisions to the design plans.*

SOLICITOR REPORT

MAYOR REPORT

PWM/BUSINESS ADMINISTRATOR REPORT

TOWN CLERK REPORT

1. Approve Rick Carpo junior member Fire Co 1
2. Continue temporary part time public safety telecommunication operator(s) Geroni and Finn until 8/22/15 with an increase in hourly rate to \$15.00 effective 5/18/15, no benefits. (Total part time and temporary part time public safety telecommunications operator(s) hours shall not exceed 82 hours per week).
3. Discontinue temporary part time public safety telecommunication operator Patricia Rice effective immediately.
4. Hire PT Permanent Keyboard Clerk 1 in the office of the Municipal Court Administrator effective 5/18/15 at \$12.00 per hour, not to exceed 19 ½ hours per week, no benefits, contingent upon police background check.
5. Authorize hearing on demotion "disciplinary action" Mechanic/Truck Driver to be conducted by the Appointing Authority on 5/29/15 at 2:00 p.m. Demotion will become effective 6/1/15 if deemed appropriate by Appointing Authority.

APPROVE BILL LIST & PURCHASE ORDERS

NEW BUSINESS

RESOLUTIONS

#R064-2015 Authorize National Night Out Event and Fireworks

RESOLUTION #064-2015

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.

BE IT FURTHER RESOLVED that the Mayor and Clerk are authorized to sign Atlantic County License Agreement for this event; and

BE IT FURTHER RESOLVED approval is contingent upon the filing of the necessary certificate of insurance.

#R065-2015 Authorize Various Refunds

#065-2015

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:

Seashore Construction	Construction Permit #15-077	\$ 245.00
Dennis Donio	Rental Registration Fee	\$ 50.00

#R066-2015 Award Bid Gasoline

RESOLUTION # 066-2015

RESOLUTION AWARDING BIDS FOR SUPPLY OF GASOLINE AND DIESEL

WHEREAS, the Town of Hammonton received bids for the supply of Gasoline and Diesel on April 21, 2015 in accordance with the provisions of the New Jersey Local Public Contracts Law; and

WHEREAS, Wendt Inc. D.B.A. Al & Rich's was the only bidder;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF HAMMONTON, COUNTY OF ATLANTIC, STATE OF NEW JERSEY THAT the bid for the supply of gasoline and diesel is awarded to Wendt Inc. D.B.A. Al & Rich's as follows:

Not more than \$.15 Regular Unleaded Gasoline (87 Octane) Mark Up Per Gallon

Not more than \$.15 Diesel Fuel #2 Mark Up Per Gallon

BE IT FURTHER RESOLVED THAT by official action of the Mayor and Council of the Town of Hammonton taken on April 20, 2015, this bid is awarded retroactive to April 21, 2015 contingent upon approval by the Town Solicitor and the PWM/BA.

#R067-2015 Tax Resolution

#R067-2015

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
4301-2-196	Chappine	196 Yorktown Blvd	326.36	Tax	Refund pmt made in error	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.

#R068-2015 Authorize Lease Police Vehicles and Equipment

#R 068-2015

A RESOLUTION APPROVING THE CONTRACT FOR THE AWARD OF LEASE/PURCHASE OF POLICE VEHICLES AND COMPUTER EQUIPMENT FOR VEHICLES

WHEREAS, there exists a need for lease/purchase of police vehicle(s), computer equipment, and Emergency Lights and fixtures for the Vehicles for the Hammonton Police Department; and

WHEREAS, the Chief of Police, Robert Jones, has recommended, after comparing the price and particular suitability, that a contract be awarded to Winner Ford to purchase the cars under state contract #T2776, and to obtain financing for the lease through Susquehanna Bank, in the amount not to exceed \$ 95,000.00 for said vehicle(s), computer equipment and emergency lights and fixtures; and

WHEREAS, funds are available under the Police Operating budget appropriation; and

WHEREAS, N.J.S.A. 40A:11-1-et seq. requires that the resolution authorizing the awarding of the contract without competitive bidding and the contract itself must be available for public inspection;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL FOR THE TOWN OF HAMMONTON, ATLANTIC COUNTY, NEW JERSEY that the Mayor and Town Clerk of the Town of Hammonton are hereby authorized and directed to enter into an agreement with Winner Ford, for the purchase of the police vehicle(s) and financing from Susquehanna Bank, and

BE IT FURTHER RESOLVED, that the contract is awarded without competitive bidding in accordance with N.J.S.A. 40A:11-12 of the Local Public Contracts Law as a State Approved Contractor #T-2776, T-0106, A74009, A74011, A75583 and A75947; and

BE IT FURTHER RESOLVED, that the contract is subject to the mutual acceptance of the appropriate contact documentation between the Winner Ford and the Town of Hammonton.

PUBLIC HEARD

MEETING ADJOURNED