

**BOROUGH OF PENNS GROVE
MAYOR AND COUNCIL MEETING**

**AGENDA
JANUARY 17, 2017**

1. PLEDGE OF ALLEGIANCE.

2. INVOCATION – Kayla M. Veltman, Deputy Clerk.

3. ROLL CALL:

4. RESOLUTION:

➤ **2016-12-116 – RESOLUTION AUTHORIZING EXECUTIVE SESSION.**

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12b permits a public body to go into a closed session during a public meeting to discuss certain matters

I. EMPLOYMENT RELATIONSHIPS (pursuant to N.J.S.A. 10:4-12b(8)): Discussion of the appointment of Public Defender for the Penns Grove Municipal Court.

II. ATTORNEY-CLIENT PRIVILEGE AND LITIGATION (pursuant to N.J.S.A. 10:4-12b(7)): Discussion and status regarding a counterclaim filed in Superior Court by Walter Hudson, Sr. vs. George Manganaro, et al.

III. ATTORNEY-CLIENT PRIVILEGE/ MATTERS RELATING TO THE PURCHASE, LEASE ACQUISITION OF REAL PROPERTY OR INVESTMENT OF PUBLIC FUNDS (pursuant to N.J.S.A. 10:4-12b(7)(5)): Discussion of contractual request to acquisition property, located at Block 68, Lot 8, to the Borough of Penns Grove.

5. CORRESPONDENCE:

- Shanna McCann – Resignation letter from the Penns Grove Municipal Court as Public Defender.
- Carol Millis – Resignation letter from the Penns Grove Municipal Court as court recorder.
- Salem County Assoc. of Local Government – Jan. 26, 2017 Dinner Meeting

6. COMMITTEE REPORTS:

- Recreation/Board of Health:
- Buildings & Grounds:
- Public Safety:
- Public Works/Streets & Roads:
- General Government:
- Housing/Zoning & Construction/Shade Tree:

7. SOLICITOR'S REPORT:

8. FINANCE OFFICER'S REPORT:

9. MUNICIPAL CLERK'S REPORT:

10. CHIEF OF POLICE REPORT:

11. FIRE CHIEF REPORT:

12. RESOLUTIONS:

➤ **2017-1-22 – A RESOLUTION AUTHORIZING THE INVITATION OF BIDS FOR THE SALE BY THE BOROUGH OF PENNS GROVE OF REAL PROPERTY**

WHEREAS, the Borough of Penns Grove ("Borough") is the owner of certain lands and premises within the Borough and shown on the Penns Grove Borough tax map as follows:

1. Block 65, Lot 10 (hereinafter collectively referred to as the "Property")

WHEREAS, the Property is not needed for public use; and WHEREAS, N.J.S.A. 40A:12-13 requires that the opportunity to purchase county or municipal property be offered to the public and awarded to the highest bidder.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Mayor and Council of the Borough of Penns Grove that the Borough shall accept bids for the sale of the Property in accordance with the "Borough of Penns Grove Bid Conditions for Sale of Real Property," attached hereto as Exhibit A. An advertisement of such invitation for bids will be placed in the South Jersey Times, by two insertions at least once a week during two consecutive weeks. The last publication is to be not earlier than seven days prior to the sale.

AND, BE IT FURTHER RESOLVED, that the Clerk certify a copy of this Resolution and file it on the public record.

➤ **2017-1-23 – RESOLUTION AUTHORIZING PARTIAL PAYMENT NO. 3**

WHEREAS, the governing body of the Borough of Penns Grove awarded a contract to G. Helmer Construction Company, Inc. for the Mill Street Storm Water Improvements and Installation of Standby Generator; and

WHEREAS, Sickels & Associates, Inc., Borough Engineer, had reviewed the progress of work completed and verified the as-built quantities requested for payment; and

WHEREAS, G. Helmer Construction Company, Inc. had requested partial payment no. 3 in the amount of \$43,728.58, which has been reviewed and recommended for payment by the Borough of Penns Grove Engineer, Sickels and Associates, in accordance with their letter attached hereto as Exhibit A;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Penns Grove that partial payment no. 3 shall be made to G. Helmer Construction Company, Inc. in the amount of \$43,728.58;

AND, BE IT FURTHER RESOLVED, that the Clerk certify a copy of this Resolution and file it on the public record.

➤ **2017-1-24 – RESOLUTION AUTHORIZING FINAL PAYMENT NO. 4**

WHEREAS, the governing body of the Borough of Penns Grove awarded a contract to G. Helmer Construction Company, Inc. for the Mill Street Storm Water Improvements and Installation of Standby Generator; and

WHEREAS, G. Helmer Construction Company, Inc. has completed the work and has requested final payment in the amount of \$7,043.42, which has been reviewed and recommended for payment by the Borough of Penns Grove Engineer, Sickels and Associates, in accordance with their letter attached

hereto as Exhibit A and contingent upon the submission of a one-year maintenance bond in the amount of \$352,171.00;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Penns Grove that final payment shall be made to G. Helmer Construction Company, Inc. in the amount of \$7,043.42 subject to the submission of a one-year maintenance bond in the amount of \$352,171.00.

AND, BE IT FURTHER RESOLVED, that the Clerk certify a copy of this Resolution and file it on the public record.

➤ **2017-1-25 – RESOLUTION AUTHORIZING THE APPROVAL OF PROPOSAL FOR PROFESSIONAL SERVICES FOR SICKELS AND ASSOCIATES FOR THE 2017 NJDOT MUNICIPAL ROADWAY STATE AID APPLICATION**

WHEREAS, Sickels and Associates currently serves as the Engineer to the Borough of Penns Grove; and
WHEREAS, the Borough of Penns Grove has a need for the Engineer to submit a new application to the 2017 New Jersey Department of Transportation for the Municipal Roadway Reconstruction Program
WHEREAS, a proposal was submitted by Sickels and Associates which is attached hereto as Exhibit A; and
WHEREAS, the Mayor and Council are in support of the proposal;
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Penns Grove that the proposal attached hereto as Exhibit A is approved and that the Mayor is authorized to execute an agreement to accept the proposal on behalf of the Borough of Penns Grove.

➤ **2017-1-26 – RESOLUTION AUTHORIZING THE SUBMISSION OF A JOINT APPLICATION FOR CARNEYS POINT & PENNS GROVE MUNICIPAL ALLIANCE GRANT FOR FISCAL YEAR 2018**

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, the Mayor and Council of the Borough of Penns Grove County of Salem, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and; and

WHEREAS, the Penns Grove Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Penns Grove, County of Salem, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a joint application for the Carneys Point and Penns Grove Municipal Alliance grant for the fiscal year 2016/2017 in the amount of :
 - DEDR \$13,746.0
 - This application requires a 25% Cash Match \$3,437.00 and a 75% In-Kind \$10,309.00
 - TOTAL ALLIANCE BUDGET: \$27,492.00
2. Carneys Point Township and Penns Grove Borough will continue to collaborate efforts and appoint joint membership with Carneys Point Township as the lead agency.

3. The Township acknowledges the terms and conditions for administering the Municipal Alliance Grant, including the administrative compliance and audit requirements.

➤ **2017-1-27 - RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT BETWEEN THE BOROUGH OF PENNS GROVE AND CONNER STRONG & BUCKELEW FOR RISK MANAGEMENT CONSULTANT SERVICES AS REQUIRED BY THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Governing Body of the Borough of Penns Grove is a member of the **Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund**, a self-insurance pooling fund; and

WHEREAS, the Bylaws of said Fund require that each municipality appoint a **RISK MANAGEMENT CONSULTANT** to perform various professional services as detailed in the Bylaws; and

WHEREAS, the Bylaws indicate a fee Not To Exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body; and

WHEREAS, the Memorandum of Understanding between the Borough of Penns Grove and the Department of Community Affairs requires competitive bidding; and

WHEREAS, a proposal was received from Conner Strong & Buckelew, Toms River, New Jersey, and a proposal was received from AJM Insurance Management, Mount Laurel, New Jersey; and

WHEREAS, it has been determined that Conner Strong & Buckelew is the most responsive bidder;

NOW THEREFORE, BE IT RESOLVED that the governing body of the Borough of Penns Grove does hereby appoint CONNER STRONG & BUCKELEW as its Risk Management Consultant in accordance with 40A:11-5; and

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJS 40A:11-5 (1), (a), (i).

13. OLD/NEW BUSINESS:

- 118 Morris Avenue – Amendment of Deed

14. CONTRACTS:

- Salem County Department of health and Human Services, Office on Aging & Disability – 2017 Inter-Local Agreement for Specialized Transportation.
- Terry Stomel – Letter of Interest to serve as Public Defender
- Gary Salber – Letter of Interest to serve as Public Defender

15. APPOINTMENTS:

- Oath of Allegiance – Travis Paul as Full Time Police Officer

16. PAYMENT OF BILLS:

17. PUBLIC SESSION.

18. ADJOURNEMNT

