

Minutes Regular Meeting of Mayor and Council – January 27, 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 - Present

Esposito – Present

Gribbin – Absent (entered during executive session)

Pullia - Present

Rodio – Present

Wuillermin - Present

Mayor DiDonato - Present

PRESENT ALSO

Brian Howell, Town Solicitor

#R019A-2014 Executive Session

#R019A-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. Dora Berenato Tort Claim Notice
2. Revaluation
3. COAH Issues
4. Getty Litigation
5. Policy re: Communication During Negotiations
6. NJEIT Bids
7. Status of FBO Lease

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.

Motion by Councilperson Esposito, seconded by Councilperson Rodio, the resolution to enter executive session is adopted.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin – Absent (entered during executive session)

Pullia - Yes

Rodio – Yes
Wuillermin - Yes
Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

RESUME REGULAR MEETING-ROLL CALL

Councilman:

Bachalis - Present
Esposito – Present
Gribbin - Present
Pullia - Present
Rodio – Present
Wuillermin - Present
Mayor DiDonato - Present

PRESENT ALSO

Brian Howell, Town Solicitor
Bob Vettese of ARH, Town Engineer

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, there will be an allowable time of five minutes per person who wishes to speak during Public Heard per the Rules of Council.

PLEDGE OF ALLEGIANCE

PUBLIC HEARD FOR AGENDA ACTION ITEMS

No one desired to be heard.

APPROVAL OF MINUTES-2013 Council

Executive Session 12/16/13
Regular Meeting 12/16/13

Motion by Councilperson Bachalis, seconded by Councilperson Rodio, approve minutes as recorded by the Clerk.

ROLL CALL

Councilman:

Bachalis - Yes
Esposito – Yes
Gribbin - Recused
Pullia - Yes
Rodio – Yes
Wuillermin - Recused
Mayor DiDonato – Yes

Mayor DiDonato declared the motion carried.

APPROVAL OF MINUTES-2014 Council

Organization Meeting 1/1/14

Motion by Councilperson Gribbin, seconded by Councilperson Wuillermin, approve minutes as recorded by the Clerk.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin - Yes

Pullia - Yes

Rodio – Yes

Wuillermin - Yes

Mayor DiDonato – Yes

Mayor DiDonato declared the motion carried.

DISPENSE WITH REGULAR ORDER OF BUSINESS

Mayor DiDonato Honored Retiree-Debra Camorata

Appoint Kim Torres, Municipal Court Adm, eff 1/27/14, Salary Set By Resolution under New Business

Motion by Councilperson Wuillermin, seconded by Councilperson Rodio, appoint Kim Torres, Municipal Court Administrator, effective 1/27/14, salary to be set by Resolution under New Business.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin - Yes

Pullia - Yes

Rodio – Yes

Wuillermin - Yes

Mayor DiDonato – Yes

Mayor DiDonato declared the motion carried.

TWO MINUTE RECESS

Board of Education Presentation – Road to Excellence

Chairman Joseph Giraldo requested Mayor and Council's support in patrolling the "Road to Excellence".

The Solicitor advised this was approved at December meeting but requires an ordinance which will be ready for the regular meeting in February.

Hearing Ordinance #001-2014 Limited Time Parking Town Hall

Ordinance #001-2014

AN ORDINANCE AMENDING Chapter 271-12B(2) Entitled Vehicles and Traffic

BE IT ORDAINED by the Mayor and Common Council of the Town of Hammonton, County of Atlantic, State of New Jersey that Chapter 271-12B(2) is amended with the addition of the following:

Section (2a) Limited Time Parking

There shall be 4 hour limited time parking in the following Municipal Parking Lots between the hours of 8:00 a.m. to 5:00 p.m:

<u>Name of Street</u>	<u>Block & Lot</u>	<u>Owned or Leased by Town</u>
Vine Street	Block 2810, Lot 14	Owned
Central Avenue & Vine Street	Block 2811, Lot 7	Owned
	Block 2811, Lot 9	Owned

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.

Motion by Councilperson Wuillermin, seconded by Councilperson Esposito, the ordinance is taken up for second reading and public hearing. Motion carried.

No one desired to be heard.

Motion by Councilperson Gribbin, seconded by Councilperson Bachalis, the hearing is closed, the ordinance is passed second reading and adopted.

ROLL CALL

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

Mayor DiDonato declared the motion carried.

Hearing **With Amendment** Ordinance #002-2014 Setting Salaries of Certain Employees

*Municipal Court Administrator Maximum increased by \$1000.00

Ordinance #002-2014
 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
Municipal Court Administrator	\$38,400.00	\$54,400.00
Deputy Municipal Court Administrator	\$30,000.00	\$40,000.00
Part Time Deputy Municipal Clerk	\$12.00 hourly	\$15.00 hourly

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

SECTION 5. This ordinance shall take effect after final passage and publication according to law and its provisions shall be retroactive to January 1, 2014.

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.

Motion by Councilperson Rodio, seconded by Councilperson Esposito, the ordinance is taken up, with increase to Court Administrator maximum salary amendment, for second reading and public hearing. Motion carried.

No one desired to be heard.

Motion by Councilperson Esposito, seconded by Councilperson Rodio, the hearing is closed, the ordinance is passed second reading and adopted as amended.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin - Yes

Pullia - Yes

Rodio – Yes

Wuillermin - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

COMMITTEE REPORTS

Administration -Councilman Esposito

Report Administration Committee meeting with department heads on 1/23/14

Reminder Property Tax due by February 10

Shared Service Agreement – City of Vineland

Motion by Councilperson Esposito, seconded by Councilperson Gribbin, authorize Frank Domenico to perform emergency fire inspection services for City of Vineland, 2 weeks maximum at prevailing rate.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin - Yes

Pullia - Yes
Rodio – Yes
Wuillermin - Yes
Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

Business & Industry-Councilman Gribbin

Report on Tourism Committee Meeting to be held February 4
Proposed an indoor sports complex for Hammonton, asked for residents input
Report on upcoming Greater Hammonton Chamber of Commerce Uptown Committee Meeting

Education & Quality of Life-Councilman Bachalis

Report on Jan 15 meeting of Sesquicentennial Committee, invited public to Feb 19 at Canoe Club @ 7pm
Report on Senior Committee Meeting
Resolution of Support for two NJ Sustainable Grants under New Business this evening
Report on Hammonton Board of Education Committee Meeting discussion on local public access channel 9
Advised on availability of NJ DOT Safe Routes to School Program Grants

Public Works & Transportation-Councilman Rodio

Report on negotiations of Shared Services for use of Catalytic Converter at no cost to the Town
Reminder Bulky 1st full week of month and Brush 2nd week of month
Thanked public works as well as municipal utility department for their hard work during recent snow

Mayor DiDonato thanked Martin Barrett for supplying trucks to haul salt from Port Republic.

Mayor also thanked County Executive Dennis Levinson for salt supply.

Water & Sewer – Councilman Wuillermin

Report on NJ EIT Water Meter Project Bid
Report on proposed NJ EIT funding for year 2015
Report on Drip Irrigation Project required by NJ Pinelands Commission
Report on Scada System Project postponement
Wastewater Management Plan submitted to Pinelands on January 2, 2014
Report on Jerry Barberio PWM/BA at school to learn Construction Techniques used to build Drip Irrigation System
Report on hiring temporary help to build the Drip Irrigation System
Report on Grape, Pratt, Packard and Second Street Project

ENGINEER REPORT

SEWER & WATER ACTION ITEMS:

1. **Pratt, Packard, Grape & Second Street Utility Replacement (ARH #11-40055 & 11-40046):**
Bids were received on Thursday, January 23, 2014. We will provide a copy of the bid summary for the above noted project for the Council meeting. We will forward a copy of the bid packet from the apparent low bidder for the Project Base Bid plus the two alternates to Brian Howell for his review. We did review the bids with the PWTC. It is the recommendation of the PWTC to award the project base bid only. We are in the process of reviewing the bids and related information supplied with the bid packet for compliance with the project specifications, NJEIT standards and Local Public Contracts Regulations. If all is satisfactory, we will seek approval from Mayor and Council to authorize the Solicitor and Engineer to direct a letter of favorable bid review and Recommendation of Award to the NJEIT for their consideration for the option selected. It is our understanding that no formal award can be considered by the Town until a letter authorizing the award (ATA) is received from the NJEIT.

The Council must also proceed to establish the funding for the project so that a formal Award resolution could be passed once the approval to award is received by the NJEIT. At that time, the Award Resolution to the NJDOT could also be passed for the project portion that involves NJDOT funding for Pratt Street.

The Town should receive notice from the NJEIT soon related to the amount and type of financing that will be offered to the Town for this project and what items would be eligible costs for reimbursement/low interest loan through their program.

Solicitor advised there is some conflicting information with the bids received and the goal is to have a remedy by this coming Wednesday so that a letter may be submitted to NJ EIT for their review and approval of Town of Hammonton's recommendation of award.

Motion by Councilperson Wuillermin, seconded by Councilperson Rodio, authorize the Solicitor and Engineer to review the bids received on January 23, 2014 and direct a letter of favorable bid review and include a recommendation of award to the NJEIT for their approval consideration. The recommendation letter should include the award option the Town desires for the Trust to consider.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin - Yes

Pullia - Yes

Rodio – Yes

Wuillermin - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

2. NJEIT Water Meter Replacement Project (ARH#11-30154):

Bids were received on Wednesday, January 15, 2014. We have provided a copy of the bid summary for the above noted project. We will forward a copy of the bid packets from each contractor to Brian Howell for his review. We have also reviewed the bids with the PWTC and MUD Superintendent. The bids provided were for two different type meters. In order to best evaluate which product would be the better fit for the Town, both now and the future, further information, certifications, product review, costs, etc. will be required. It is the recommendation of the PWTC that both bids be rejected and the project be re-bid next year after additional research is conducted and the specifications revised to include additional documentation etc. We will also need to request the NJEIT of the Council's recommendation. The Town will also reserve the right to apply for NJEIT funding for FY 2016. We will seek approval from Mayor and Council to authorize the Solicitor and Engineer to direct a letter to the NJEIT related to Council's recommendation for bid rejection.

Motion by Councilperson Wuillermin, seconded by Councilperson Rodio, authorize the Solicitor and Engineer to direct a letter related to Council's recommendation to reject bids and reserve the right to make a subsequent application for future consideration.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin - Yes

Pullia - Yes

Rodio – Yes

Wuillermin - Yes
Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

3. 2015 Fiscal Year, NJEIT Projects (ARH #11-01088):

As authorized by Council in the late summer, we have prepared the application and Letter of Intent to seek NJEIT funding for fiscal year 2015. The Letters of Intent and related information were filed for the following projects:

- SCADA System Improvements: Town’s water system including wells and tower locations. (P2014.0023)
- SCADA System Improvements: Town sanitary sewer system, including treatment plants, pump stations and land disposal site. (P2014.0024)
- Drip Irrigation – Boyer Avenue Site – Design and construction for both the Overland (wooded area) and Subsurface (recreational area) (P2014.0049).

In order to be eligible for project funding, the initial set of design plans and specifications for each project must be submitted to the NJEIT for review and comments by March 3, 2014. We have prepared and attached a proposal for Council’s consideration to complete that task for each project.

After discussion with the PWTC, it is their recommendation that Council authorize ARH to proceed with the application process for the drip irrigation component only at this time.

Motion by Councilperson Wuillermin, seconded by Councilperson Rodio, approve ARH proposal for the drip irrigation component for the active recreation area only totaling \$8,800.00 and to complete the required work for NJEIT consideration for FY 2015 for the project as authorized.

ROLL CALL

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

Mayor DiDonato declared the motion carried.

PUBLIC WORKS ACTION ITEMS:

No Action Items

SEWER & WATER INFORMATION ITEMS:

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

The Notice to Proceed was issued so that WRT could start the process of manufacturing the treatment vessels for the site. Physical work at the site will most likely begin in March of 2014. In conjunction with ACO requirements, the deadline date for completion of construction is June 30, 2014 with final certification of compliance by July 31, 2014. We would hope to be up and running sooner than the ACO requirements. The goal is to have the system up and running by the first week in June of 2014.

The Solicitor has reviewed and approved the WRT treatment service amended contract that will cover Well #5, 7 and 4. The Mayor signed same as authorized by Council and we distributed the amended contract to all parties.

The Town will also need to contact the Radiological Consultant who handles the Well #5 and #7 to amend the site license to include Well #4. We will talk to WRT about possibly assuming that responsibility.

Since the actual construction value for the Well #4 remediation was greater than the original estimate, we have received notices from the NJEIT that the project funding availability will increase from \$2,170,000 to \$2,408,320. The Town should receive a notice from the NJEIT soon related to the breakdown as to how much of the project allotment will be loan and what, if any, will be loan forgiveness/grant. We will keep Council informed of further progress.

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

We are finalizing the design for the Well #1 & #3 treatment process and will forward the plans, reports, specifications, etc. to the State for their review hopefully within the next few months after we receive a Public Development Certificate of filing from the Pinelands Commission. We are hopeful that the Commission will not require a Historical and Cultural Survey for this building or site. Prior to submission, we will review the design with the PWTC. We may also need to seek a revised agreement for additional monies from Spillfund due to required building modifications and other construction related items. It is hoped to have their approval and be ready to bid by the spring of 2014. The ACO deadline for project completion is September of 2014. We did make the NJDEP Southern Enforcement aware of a possible request for an extension of time for completion of this project. We will have a better idea as to the actual schedule as the work on Well #4 progresses and approvals for this project are obtained. We will also seek approval from the Spillfund to redevelop Well #1. The redevelopment of Well #1 will be a separate bid and the goal would be to complete this work in advance of the remediation work, since this well is presently offline.

6. Hammonton Water System - AACO (ARH #11-30152):

The goal for both the Town and NJDEP is to have Well #4 back in service prior to the peak demand needs which occur in July of this year if possible. Keep in mind there must always be a back-up Well available to Wells #5 & #7 at any given time, therefore, well #3 will remain in service until Well #4 is up and running in compliance with safe drinking water standards.

Radium at Well #5/#7 - Building Construction:

We have prepared the final documents for this project which included the amended CM contract approved last meeting. We are waiting for the NJEIT review of those documents submitted. We will keep Council informed of further progress.

Licensed Operator:

Since the licensed operator requirement was fulfilled, it is reminded that the next ACO requirement on this topic is the submission of a licensed operator succession plan. This submission was completed by the April 30, 2013 deadline.

AACO Compliance Dates:

- ~ Licensed Operator compliance – October 31, 2012 (COMPLETED)
- ~ Licensed Operator succession plan – (COMPLETED)
- ~ Wells #5/#7 Radium Removal – (COMPLETED)
- ~ Well #4 Radium Removal – project completion June 30, 2014 (Contract Awarded, Notice to Proceed issued)
- ~ Well #4 Air stripper upgrade – Revised to coincide with Well #4 – June 30, 2014 (Contract Awarded)
- ~ Well #1 VOC Removal – (TEMPORARY SOLUTION, COMPLETED)
- ~ Well #1 & 3 VOC Removal – (PERMANENT SOLUTION, CONSTRUCTION START, after Well #4 is back on line) (Design to be submitted this spring.

~ Well #1 & 3 – VOC Removal – (OPERATIONAL BY SEPTEMBER 1, 2014, possible time extension request)

7. **Pine, Basin & Oak Road Water Main Extension/Well Contamination**

(ARH #11-30138): (DJC)

Contract #1 – Water Main Installation, Street Side Services and Roadway Restoration (Lafayette Utilities)

The project has moved to close-out as requested by the NJEIT.

Contract #2 – House Side Services to Affected Contaminated Properties (Helmer Construction)

A closeout letter dated November 4, 2013 was sent to the Contractor's attention. We are reviewing the Contractor's response and working towards closing out this project. *As previously reported*, we have contacted the one remaining connection and they remain steadfast in refusing to connect. This matter will be deferred to the Solicitor since it affects the NJDEP contract conditions.

Contract #3 – Well Sealing (Steffen Well Drilling)

Steffen has begun sealing wells that have not applied for a farm waiver exemption.

General Issues

Connection by Non-CKE Residents:

No change from previous report.

Summary of Last Month's Activity/Pending Items:

- Resolve the one remaining connection issue remaining under Contract #2.
- Continue on Contract #3.
- Finalize the farm waiver applications and obtain a final determination from NJDEP related to project scope.
- We are waiting for NJEIT review of the documents recently submitted.

8. **NJPDES Permit for Groundwater Discharge – Boyer Avenue Site (ARH# 11-50058.12) No Status Change**

Ray Ferrara, Anthony DeCicco and ARH are in the process of reviewing the response letter received from the NJDEP related to comments received on the draft NJPDES Permit #NJ0104990 on June 17, 2013. Ray Ferrara will be contacting the NJDEP related to a few areas of clarification and where a formal response would be appropriate. We will review with the PWTC and possibly provide a recommendation for consideration at the upcoming Council meeting.

9. **Surface Water Discharge Permit (11-5000) No Status Change**

Ray Ferrara and Brian Howell have reviewed the letter dated 11/12/13 which involves the Hammonton Waste Water Treatment Plant's appeal of the NJPDES permit for surface water discharge. It appears that this matter will be placed on the inactive list for a six (6) month period to allow for additional settlement discussion possibilities. Brian may have further information related to this matter in his report.

10. **Boyer Avenue Pinelands Compliance, Long Term Wastewater Management Plan (LTWMP) (ARH #11-50058.14):**

The Pinelands Commission has issued a letter from their Executive Director to the Town dated 12/3/13 related to their review and recommendations of the information submitted thus far by the Town associated with the Long Term Wastewater Management Plan (LTWMP) for effluent disposal at the Boyer Avenue site and removal of discharge of treated effluent to the Hammonton Creek except on an emergency basis. They are seeking modifications to the report previously submitted in 2011 by Omni Associates together with the establishment of a strict time line on approval, construction, operation and maintenance for both the overland and subsurface drip irrigation components, etc. The first step is the submission of the overland drip irrigation design as authorized by Council earlier this fall to the NJDEP for Treatment Works

Approval (TWA). That submission was made on 12/18/13. The Pinelands staff indicated they would assist the Town with obtaining the TWA from the NJDEP. Once that permit is obtained, the Town forces could proceed with the installation of the overland drip irrigation system components and piping which must be completed by August 2014.

The second phase of the process would be to complete the design of the subsurface drip irrigation system and submit same to the Pinelands and NJDEP in the spring of 2014. A conceptual design of the subsurface disposal area was submitted to the Pinelands Commission on Friday, December 6, 2013. It is hoped that approval of the conceptual design plan will be considered at their February 14, 2014 meeting. If deemed acceptable, we could continue with the formal design process of the subsurface drip irrigation and submit same to the NJDEP for TWA as authorized by Council. We have also requested funding consideration from the NJEIT for the construction of the drip irrigation of the active recreational areas at the Boyer Avenue site. This installation may also be completed by the Town forces. Once all approvals are obtained, the work may begin late this year and weather permitting continue through the Spring of 2015. Possibly this construction will also occur in phases.

We have received the first set of official review comments from the Pinelands Commission Review Staff of the revised LTWMP submitted on 1/2/14. We have met with the PWTC and Ray Ferrara from Kleinfelder Omni and formulated an addendum to the report on 1/21/14 for the Pinelands to review. We would hope to be able to finalize this report in early February once we receive any additional Pinelands comments so that it can be placed on the P & I Committee agenda on February 28th. If deemed acceptable, it would then proceed to the Full Commission for consideration at their March 14th meeting.

11. **Route 54/Bellevue Avenue Utilities (ARH #11-50120): - No Status Change**
As of May 21, 2013; 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.
12. **Public Works Garage/Airport UST Closure (ARH # 2013.0745 & 0746): No Status Change**
We met with the PWTC related to the NJDEP inquiry for the above noted sites and the need to finalize the UST closure documents. Henry Weigel has provided a proposal to the Business Administrator as requested to complete the tasks as required by the NJDEP for each site. We will be guided by Council's action and for possible inclusion in the 2014 municipal budget.
13. **ACIA Funding – 2014 CDBG (ARH# 2013-0668): No Status Change**
We have begun the process for the preparation of the bid package, specifications, quantities, etc. associated with the Road Program to keep the project on track with ACIA deadlines. We will need to meet with the Public Works Manager and Committee Chairman in order to provide a final list for inclusion in the program.
14. **Drainage Projects: Lakeview Drive and White Horse Pike (ARH #11-60202.03):**
ARH is presently proceeding with the revisions to the design plans and specifications and seeking the remaining approvals for the project. The goal is to submit the bid documents to the NJDOT for final approval and receipt of an Authorization to Advertise (ATA), in March of 2014. We have recently obtained the permit from the Cape Atlantic Soil Conservation District and are awaiting the approval from the NJDOT for the roadway opening permits. Once that is received we will submit to the NJDOT Municipal Aid section for their approval of the design plans and specifications to seek Authorization to Advertise. Here again, funding for this project will need to be established by the Town in order to seek NJDOT reimbursement for project construction and possibly the construction management costs if funds are available.
15. **Weymouth Road Drainage (ARH# 11-06007):**

The Interlocal Services Agreement and Resolution of Authorization for the Mayor to sign were provided to the County as approved by the Mayor and Council. The County Board of Freeholders approved the agreement and the County Legal staff prepared the Agreement which was signed by all parties. The funding for this project must be established by the Town so that work could begin and bills submitted to the County for reimbursement. The Ordinance or funding mechanism for same must be introduced by Council in order for this project to move forward. We will proceed once informed by Council that the necessary funds are in place.

16. **Octogon Oil Site Town Hall Overflow Parking Lot (ARH #11-01060): No Status Change**
ARH is currently preparing a supplemental Hazardous Discharge Site Remediation Fund (HDSRF) grant application with respect to the additional work required by the NJDEP.

17. **Skinner Building – Egg Harbor Road (ARH #11-01074): No Status Change**
ARH recently completed a Site Investigation (SI) Report for the subject property. This report will become part of the Preliminary Assessment & Site Investigation (PASI) submittal to NJDEP and the Pinelands Commission; and will accompany the *Preliminary Assessment Report* (December 2012) prepared previously by ARH. In addition, ARH is currently preparing a supplemental Hazardous Discharge Site Remediation Fund (HDSRF) grant application with respect to addressing the additional Areas of Concern (AOC) identified at the site. ARH is currently in the process of completing the initial Receptor Evaluation (RE) and developing a scope of work for a supplemental grant application. We also met with the PWTC to discuss the options for possible intended use of the property and what might be the best way to proceed. We will keep Council informed of further progress, or seek their direction as needed.

18. **Former Mazza Property, Egg Harbor Road Parking Lot at the Historic Train Station (P2012.0153):**
ARH has completed the majority of the onsite work associated with a Hazardous Discharge Site Remediation Fund (HDSRF) grant application as authorized by Council. The application addresses several potentially contaminated Areas of Concern (AOC) at the subject property and the need for completion of a Preliminary Assessment (PA) in an effort to identify any other AOCs related to the historic use of the property as a services station and repair shop. The completion of said work would most likely be Grant eligible. In order to continue in this process, a resolution will need to be adopted per the HDSRF grant guidelines. This must be approved by the Town in order to move forward with the application process, along with the appointment of an LSRP for the site. If/when the Town of Hammonton decides to submit the application to the NJDEP; the Town will be required by the State to retain a Licensed Site Remediation Professional (LSRP) prior to any submissions for NJDEP review the Public Works Manager and Business Administrator has obtained some additional information related to the site for ARH review that may be of assistance. We will prepare and have those Resolutions available for Council's consideration.

In discussion with the PWTC, it was noted that information from the prior owner may be available for review that would aid in the evaluation process as to what might have already been completed at the site. We will need a copy of that information once obtained by the Town so that we could modify the scope of work if required.

19. **Drainage Projects: Anderson Avenue (ARH # 11-60208.02): No Status Change**
We met with the PWTC members and the Public Works Superintendent for this project. We have further divided this project into two (2) phases isolating each of the low points located in the middle of the block. The scope of work will also be slightly adjusted to allow greater flexibility to have the Town's Public Works personnel to complete the majority of the work. We are in the process of amending the plans as discussed and will meet with the affected property owners where easements will be required. We will keep Council informed of further progress.

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

We met with the PWTC members and the Public Works Superintendent for this project. The project scope has been modified to divide the project into phases. It was also noted that the Public Works Department could complete a major portion of the initial phase of the project. 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. We will continue the process to request drainage easements where required.

21. Westcott Tract, Third & Walmer Street (Block 3001, Lot 42) (ARH #11-01000):

We understand that this project is on hold for the present time, until directed otherwise by Council.

22. Lake Weed Control, Permitting, Application of Product (ARH# 11-90016):

We were requested to provide a cost estimate and timeframe related to seeking approvals, permits, related tasks, etc. associated with applying product to control the weed growth in the Hammonton Lake. We estimate the cost to complete the Lake Application process in specific locations of the Lake to be approximately \$11,500.00. The cost for ARH to complete the various tasks for approval, seek price quotes, monitoring the application, etc. to be \$2,300.00. We will wait for further direction from Mayor and Council on this matter

A discussion of Council was held and decided that this would be taken up at the Regular Meeting in February.

SOLICITOR REPORT

Refer to Administration Committee re: Require all utility bills be mailed to the property owner as opposed to the tenant
Pulte – Dam Issue
Status of FBO Lease
Thru the Fence Agreement Status
Ground Lease Status
NJEIT Bids (heard under Engineer Report)
Recycling Agreement with ACUA (under New Business)
Mainstreet Grant (under New Business)

MAYOR REPORT

ACCEPT DECLINATION OF POSITION-WILLIAM CAPPUCCIO-CONFLICT PUBLIC DEFENDER

*Council Appointment

Motion by Councilperson Wuillermin, seconded by Councilperson Bachalis, accept declination of appointment to Conflict Public Defender by William Cappuccio.

ROLL CALL

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

Mayor DiDonato declared the motion carried.

APPOINT CONFLICT PUBLIC DEFENDER TERM ONE YEAR EXP 12/31/14- FREDERICK DECLEMENT

*Council Appointment

Motion by Councilperson Esposito, seconded by Councilperson Rodio, appoint Frederick DeClement as Conflict Public Defender effective 1/1/14 and expiring 12/31/14.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin - Yes

Pullia - Yes

Rodio – Yes

Wuillermin - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

RESCIND APPOINTMENT PLANNING BOARD / BOARD OF EDUCATION MEMBER

*Mayor Appointment

Rescind appointment of Sam Mento to unexpired term Giraldo (term expires 12/31/14)

AMEND APPOINTMENT ENVIRONMENTAL / PLANNING BOARD MEMBER

*Mayor Appointment

Amend appointment Dr. Michael Hozik, now Class II, 3 year term, 1/1/13 to 12/31/15

TOWN CLERK REPORT

1. Approve Fire Co 2 new junior member Alix Macri
2. Appoint Municipal Court Administrator (taken up under Dispense with Regular Order of Business)
3. Appoint Sandy Long, Deputy Municipal Court Adm, eff 1/27/14, Salary Set By Resolution under New Business *(no action on Item 3 this evening as the required interview was not conducted)*
4. Approve 1 year renewal Metlife Dental, eff 3/1/14, with a reduced rate increase per Adm Comm request as follows:

	<u>Current Rates</u>	<u>Renewal Rates</u>
Employee only	\$20.02	\$21.31
Employee + 1	\$41.50	\$44.17
Family	\$76.39	\$81.30

5. Hire 6 Full Time Temporary Employees Boyer Avenue Drip Irrigation Project (40 hrs week, \$12.00 hr, no benefits, not to exceed 6 months at discretion of PWM)
6. Authorize position keyboard clerk 1, Municipal Court, 28 hrs week, not to exceed \$12.50 hr, no benefits, if current part timer keyboard clerk 1 not interested, then request Special re-employment list from NJ CSC.
7. Approve Fire Co 1 Member Robert Thornewell

Motion by Councilperson Esposito, seconded by Councilperson Bachalis, Town Clerk Report Items 1-7, excluding numbers 2 and 3, are approved.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin - Yes

Pullia - Yes

Rodio – Yes

Wuillermin - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

APPROVE BILL LIST & PURCHASE ORDERS

Motion by Councilperson Gribbin, seconded by Councilperson Bachalis, approve bill list and purchase orders for January 2014.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin - Yes

Pullia - Yes

Rodio – Yes

Wuillermin - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

NEW BUSINESS-ORDINANCE INTRODUCTIONS

Introduction Ordinance #003-2014 Repeal Special Vendor Permit

*Created in 2009. Positive input from organizations & vendors in 2013 trial waiver. Under \$2000 in revenue annually.

Ordinance #003-2014

AN ORDINANCE AMENDING Chapter 204 Entitled
Peddlers, Solicitors, and Transient Merchants

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

Chapter 204-8 Entitled Approval or denial of request is amended as follows:

All applications submitted to the Town Clerk shall be forwarded to the Police Chief for official police background check of all applicants. The application so endorsed shall be forthwith returned the Town Clerk.

Chapter 204-20(B) shall be amended as follows:

Such investigation shall be completed *within two weeks* after the receipt of such application, and said Chief shall endorse thereupon his approval or disapproval and, if disapproved, his reasons therefor, and he shall immediately notify the applicant that his application has been disapproved. The application so endorsed shall be forthwith returned the Town Clerk.

Chapter 204-30 through Chapter 204-37 Special Event Vendor Permit:

Repealed entirely.

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.

Motion by Councilperson Gribbin, seconded by Councilperson Esposito, the ordinance is taken up for a passed first reading and given legal publication.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin - Yes

Pullia - Yes

Rodio – Yes

Wuillermin - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

RESOLUTIONS

#R020-2014 Approve Interlocal Recycling Service Agreement with ACUA

RESOLUTION # 020 -2014

RESOLUTION AUTHORIZING INTERLOCAL SERVICES AGREEMENT FOR
RECYCLING SERVICES WITH THE ATLANTIC COUNTY UTILITIES AUTHORITY

WHEREAS, the Town of Hammonton is statutorily authorized to enter into Interlocal Services Agreements with State, County and Local Governments; and

WHEREAS, the Town of Hammonton has determined that there exists a need for recycling services; and

WHEREAS, the Atlantic County Utilities Authority provides such services.

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

1. The Agreement which is annexed hereto and made a part hereof with Atlantic County Utilities Authority is approved.
2. That the Mayor and Town Clerk are hereby authorized to execute an Agreement with the Atlantic County Utilities for recycling services.

#R021-2014 Appoint Assessor as Tax Agent for Hammonton

RESOLUTION #021-2014

RESOLUTION APPOINTING ASSESSOR AS AGENT FOR TOWN OF HAMMONTON

WHEREAS, from time to time the Assessor discovers an error in calculation, transposing, measurement, computer of typographical errors in the Tax Assessments on the Tax List after the time the County Board of Taxation has certified the tax rate for the tax year; and

WHEREAS, the governing body of the Taxing District of the Town of Hammonton is desirous that every taxpayer pays his fair share of taxes; and

WHEREAS, if the above discovered errors are not corrected the taxpayers affected would be paying more than their fair share of taxes; and

WHEREAS, the method of correcting such errors is to file a Petition of appeal for the current year with the Atlantic County Board of Taxation; and

WHEREAS, the error was not caused by the taxpayer.

THEREFORE BE IT RESOLVED, by the governing body of the Town of Hammonton that the Assessor is hereby authorized to act as an agent for the Taxing District and file a Petition of Appeal(s) for the **year 2014** with the Atlantic County Board of Taxation to correct such errors and lower such assessments to the current value; and

That a certified copy of this Resolution be forwarded to the Hammonton Tax Assessor to forward to Atlantic County Board of Taxation with any such Petition of Appeal.

#R022-2014 Authorize Various Refunds

#R022-2014

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:

Kessler Management LLC	PB 1187	\$1,223.75
Dora Berenato	PB 1191	\$5,781.25

#R023-2014 Designating Record Custodians and Alternates

Resolution # 023 -2014

A RESOLUTION APPOINTING PRIMARY RECORDS CUSTODIANS AND ALTERNATE RECORDS CUSTODIANS IN EACH DEPARTMENT OF THE TOWN OF HAMMONTON

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

WHEREAS, N.J.S.A. 47:1A-1.1 of the Open Public Records Act names the Municipal Clerk as the Records Custodian of the Municipality; and

WHEREAS, N.J.S.A. 47:1A-1.1 of the Open Public Records Act does not preclude the Municipality from developing reasonable and practical measures for responding to OPRA requests which may include the designation of deputy custodians for particular types of records.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Hammonton, County of Atlantic, State of New Jersey that the following Records Custodian and Alternate Records Custodian appointments are made effective the date of adoption of this ordinance:

Administration and Municipal Clerk

Custodian April Boyer Maimone

Alternate Custodian	Monica Newton
<u>Tax Collection, Water and Sewer Collections Department</u>	
Custodian	Rosemarie Jacobs
Alternate Custodian	Martha Silvesti
<u>Police and Records</u>	
Custodian	Mary Massara
Alternate Custodian	Danielle Noto
<u>Construction, Buildings, Fire, Electrical, Plumbing, Property Maintenance</u>	
Custodian	Andrea Effinger
Alternate Custodian	Patricia Berenato
<u>Planning and Zoning</u>	
Custodian	Patricia Berenato
Alternate Custodian	Andrea Effinger
<u>Tax Assessment</u>	
Custodian	MaryJoan Wyatt
Alternate Custodian	Rosemarie Jacobs
<u>Municipal Utility Department</u>	
Custodian	Anthony DeCicco
Alternate Custodian	Michael Ott
<u>Public Works (Highway) Department</u>	
Custodian	Jerry Barberio
Alternate Custodian	Scott Rivera
<u>Recreation Department</u>	
Custodian	Monica Newton
<u>Purchasing and Finance Department</u>	
Custodian	Frank Zuber
Alternate Custodian	Audrey Boyer

BE IT FURTHER RESOLVED that in the event any of the above named custodians should no longer be employed by the Town of Hammonton or in their particular department, that the person hired or designated to take over their specific department will be deemed the records custodian until such time that this ordinance may be amended; and

BE IT FURTHER RESOLVED that the above listed Records Custodians and Alternate Records Custodians shall appear on the official Town of Hammonton website along with their individual department records request form.

#R024-2014 Setting Salaries of Certain Employees (amended removed Deputy Mun Ct Adm)

#R024 - 2014
RESOLUTION SETTING SALARIES OF EMPLOYEES

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

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

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

<u>Employee</u>	<u>Title</u>	<u>Salary Eff.</u> <u>1/27/14</u>	
Kim Torres	Municipal Court Administrator	\$56,200.00	Longevity Grandfathered

<u>Employee</u>	<u>Title</u>	<u>Salary Eff.</u> <u>1/1/14</u>	
Monica Newton	Deputy Municipal Clerk	\$13.50 per hour	

#R025-2014 Authorize Sustainable Jersey Grant

#R025-2014
Resolution of Support Authorizing the
Sustainable Jersey Grant Application

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, the Town of Hammonton strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

WHEREAS, the Town of Hammonton is participating in the Sustainable Jersey Program; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Small Grants Program;

THEREFORE, the Mayor and Common Council of the Town of Hammonton have determined that the Town of Hammonton should apply for the aforementioned Grant.

THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Town of Hammonton, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey Grant.

#R026-2014 Improvement District Challenge Grant Program

#R026-2014

SCHEDULE I: RESOLUTION

Whereas, the Town of Hammonton desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$10,000 to carry out a project to explore the feasibility of an improvement district, through the Improvement District Challenge Grant Program.

Be it therefore RESOLVED,

1) that the Town of Hammonton does hereby authorize the application for such a grant; and,

2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Town of Hammonton and the New Jersey Department of Community Affairs.

3) the Town of Hammonton will partner with the Hammonton Revitalization Corporation/ MainStreet Hammonton Program to facilitate this project.

Be it further RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

Motion by Councilperson Bachalis, seconded by Councilperson Wuillermin, resolutions 20-26, with amendment to Resolution 24, are adopted.

ROLL CALL

Councilman:

Bachalis - Yes

Esposito – Yes

Gribbin - Yes

Pullia - Yes

Rodio – Yes

Wuillermin - Yes

Mayor DiDonato - Yes

Mayor DiDonato declared the motion carried.

PUBLIC HEARD

Nick Fasila

Mr. Fasila posed questions to which Mayor and Council responded.

MEETING ADJOURNED

Motion by Councilperson Gribbin, seconded by Councilperson Rodio, the meeting is adjourned. Motion carried.

April Boyer Maimone, Clerk