

Regular Meeting  
Via Teleconference  
April 6, 2021 5:31 p.m.

The Board of Commissioners met in a **REGULAR MEETING *via teleconference due to COVID-19 Pandemic*** with Mayor Santiago presiding. Members present on conference call included Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, and Commissioner Cooper. City Solicitor, Brock Russell, Administrator, Regina Burke, CFO, Marcella Shepard and Manager of Parks & Grounds, Samantha Cruz were also on the call.

Teleconference was open to the public as required by law. Attendance of all attendees was taken by City Clerk upon entering the call. Public attendees in the order which they joined the teleconference was as follows: Claire Hughes, Julie McGough and Joanne Murphine.

Mayor Santiago led the salute to the Flag.

Mayor Santiago made the statement required by the Open Public Meetings Act of 1975: "This meeting is being conducted in accordance with the Open Public Meetings Act of 1975, was advertised, posted and made available to the public as required by Statute. The Municipal Clerk is directed to include a statement in the minutes of this meeting."

#### **City Clerk to Review Changes to the Agenda**

Mayor Santiago asked if there were any changes to the agenda. Ms. Hitchner stated there are two:

1. Addition of Resolution Item #4 authorizing award of bid to Perryman's Excavating for demolition of 1729 East Main St and 420/422 North 3<sup>rd</sup> Street in the amount of \$36,000.00.
2. Announcement authorizing the City to resume holding meetings in the Commission Chamber beginning April 20, 2021 at 7:00 p.m.

#### **Bills**

The following bills were ordered paid, when properly certified on a motion by Vice-Mayor Parent and seconded by Commissioner Pepitone. The motion was carried by the following vote. Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

**SEE COPY OF BILLS FOLLOWING THE SIGNATURE PAGE OF THIS MEETING**

#### **Minutes**

Vice-Mayor Parent made a motion to approve to dispense with the reading of the minutes for March 16, 2021 Regular Meeting and Closed Session. Commissioner Pepitone seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

#### **Public Comment on Agenda Items Only**

Mayor Santiago stated that this is the time for any Public Comment on Agenda Items Only if anyone wishes to be heard. City Clerk, Jeanne Hitchner called the names of residents in order of attendance that was taken at the beginning of the meeting.

Claire Hughes asked if the meetings would be on channel nine again. The City Clerk responded that the meetings will be broadcasted on channel nine and YouTube.

#### **Old Business**

Mayor Santiago asked the City Clerk if there was any Old Business. Ms. Hitchner stated there was no Old Business.

#### **Discussion Items**

Mayor Santiago asked the City Clerk if there was any Discussion Items. Ms. Hitchner stated there were no Discussion Items.

## Petitions and Letters

Vice-Mayor Parent made a motion to authorize the Mayor to sign a letter of notification of the upcoming line clearance by Asplundh Tree Expert Company who will be performing tree pruning and removal services on behalf of Atlantic City Electric. Commissioner Pepitone seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

Vice-Mayor Parent made a Motion to receive and file the following schedule and report from the NJMP:

- A) 2021 NJMP Event Schedule
- B) 2019 and 2020 Independent Auditor's Report and Consolidated Financial Statements

Commissioner Pepitone seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

## Reports of Commissioners

### Commissioner Cooper

Commissioner Cooper stated there was a great turnout for the Easter Egg hunt and announced the winners of the Easter coloring contest.

Commissioner Cooper made the following announcements:

1. The winner of the Dog Park naming contest will be chosen soon.
2. Grass cutting for the Spring season has begun throughout the city.
3. A fence is being installed around the Dog Park and the Grand Opening should take place sometime in late May, early June.
4. Craft Series will be held on April 14<sup>th</sup>, May 12<sup>th</sup>, and June 16<sup>th</sup>.
5. Center City Clean-up will take place on April 24<sup>th</sup> from 9 a.m.- 12 p.m.
6. Family Fitness Class will be held in Buck Park every Thursday in May from 6 p.m.-7 p.m.

### Commissioner Pepitone

Commissioner Pepitone made a motion to receive and file the following reports for the month of February 2021:

1. Millville Fire Department Emergency Medical Services Report
2. Millville Fire Department Incident Report
3. Millville Fire Department Inspection Report

Vice-Mayor Parent seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

### Commissioner Udalovas

Commissioner Udalovas updated everyone on the upcoming Planning & Zoning Board meeting dates and provided instructions on how to access the agendas and meeting information. She announced the meetings will remain virtual throughout the month of April.

### Vice-Mayor Parent

Vice-Mayor Parent made a motion to receive and file the following report:

1. Tax Collectors report of uncollectable taxes for 2021.

Commissioner Pepitone seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

**Mayor Santiago**

Mayor Santiago had no comments at this time.

**Ordinances on 2<sup>nd</sup> Reading**

The City Clerk read Ordinance No. 10-2021 authorizing to exceed the Municipal Budget Appropriation limits and to Establish a Cap Bank in accordance with N.J.S.A. 40A:4-45.14 for CY 2021.

Vice-Mayor Parent made a motion to approve the ordinance on second reading which was seconded by Commissioner Pepitone.

Mayor Santiago opened the meeting for a public hearing on this ordinance only. Seeing nobody come forward, the public hearing was deemed closed.

The motion was carried by the following vote: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

**Ordinances on 1st Reading**

The City Clerk read the following ordinance on first reading:

An Ordinance Amending the City of Millville Code, Chapter 17 ("Fire Department"), Article 1, Section 17-6 ("Composition of the Fire Department") to increase the maximum age for the appointment of volunteer fire fighters from 55 to 60.

Commissioner Pepitone made a motion to approve the ordinance on first reading, which was seconded by Vice-Mayor Parent. The motion was carried by the following votes: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago

The City Clerk read the following ordinance on first reading:

Ordinance establishing a Dog Park in the City of Millville, which shall consist of a fence-enclosed area within the confines of Lot 127 in Block 236 known as 1414 Canal Street.

Commissioner Cooper thanked everyone for the support of the dog park.

Commissioner Pepitone congratulated Commissioner Cooper on his commitment in completing the dog park project.

Commissioner Cooper made a motion to approve the ordinance on first reading, which was seconded by Commissioner Udalovas. The motion was carried by the following votes: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago

**Consent Agenda**

All matters listed under the Consent Agenda are considered routine and non-controversial by the Board of Commissioners and will be approved by one motion. There will be no separate discussion of these items unless a governing body member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

The City Clerk read the following resolutions:

Resolution No. 76-2021 certifying that the City of Millville's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964".

Resolution No. 77-2021 approving a discharge of mortgage executed by John E. Coleman and Mary Coleman for property located at 506 Sharp Street, Block 351, Lot 4.

Resolution No. 78-2021 approving the designated meeting dates and times of the Board of Commissioners for the Calendar Year 2021.

Resolution No. 79-2021 authorizing the Tax Collector to execute an Assignment of Tax Sale Certificate 20-00020 dated April 22, 2020, held by the City, and set over to Zion Investment Group, LLC

who has offered to take an Assignment of said Tax Sale Certificate pursuant to N.J.S.A. 54:5-113 in the amount of \$8,419.06 including interest for 219 Maurice Street, Block 100, Lot 21, owned by Paulette I. Headley Barnes.

Resolution No. 80-2021 authorizing the Tax Collector to execute an Assignment of Tax Sale Certificate 20-00087 dated April 22, 2020, held by the City, and set over to Zion Investment Group, LLC who has offered to take an Assignment of said Tax Sale Certificate pursuant to N.J.S.A. 54:5-113 in the amount of \$6,654.84 including interest for 322 Broad Street E., Block 341, Lot 9, owned by DSV SVP3.

Resolution No. 81-2021 authorizing the Tax Collector to execute an Assignment of Tax Sale Certificate 20-00146 dated April 22, 2020, held by the City, and set over to Zion Investment Group, LLC who has offered to take an Assignment of said Tax Sale Certificate pursuant to N.J.S.A. 54:5-113 in the amount of \$8,223.93 including interest for 21 3rd Street N., Block 430, Lot 12, owned by Todd, Frederick.

Resolution No. 82-2021 authorizing the Tax Collector to execute an Assignment of Tax Sale Certificate 19-00377 dated January 31, 2019, held by the City, and set over to Zion Investment Group, LLC who has offered to take an Assignment of said Tax Sale Certificate pursuant to N.J.S.A. 54:5-113 in the amount of \$24,830.99 including interest for 104 Geissinger Ave., Block 494, Lot 9, owned by April and Michael Errickson.

Resolution No. 83-2021 authorizing Special Assessment of 306 S. 3rd St., Block 479, Lot 2 for emergency services of Secured Roofing in accordance with Chapter 11, Article III of the Municipal Code.

Resolution No. 84-2021 authorizing public sale of certain equipment no longer needed for public use to be sold on-line from April 22, 2021 through April 28, 2021 through a contracted government on-line auction service, Municibid, at [www.municibid.com](http://www.municibid.com).

Resolution No. 85-2021 authorizing Water/Sewer Termination on April 19, 2021 due to failure to comply with the utility ordinance pursuant to Section 56-18 of the Municipal Code.

Resolution 86-2021 authorizing adjustments in the tax and utility records.

Commissioner Udalovas made a motion to approve all Consent Agenda items, which was seconded by Commissioner Cooper. The motion was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

## **Resolutions**

The City Clerk read the following resolutions:

Resolution No. 87-2021 authorizing Municipal Utility Engineering and Construction Agreement and Amendment between the New Jersey Department of Transportation and the City of Millville in connection with the design and construction of the project known as Route 49 Bridge over Maurice River Project. Vice-Mayor Parent moved for the adoption of this resolution. Commissioner Pepitone seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Resolution No. 88-2021 authorizing a contract with Vineland Electric to install various equipment to the (2) City of Millville Fire Department 2021 Dodge Rams awarded through state contract for a total cost of \$25,363.20. Commissioner Pepitone moved for the adoption of this resolution, stating he is in receipt of the proper certification of funds. Vice-Mayor Parent seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Resolution No. 89-2021 authorizing cancellation of outstanding checks from the City of Millville Municipal Court Criminal Account and ATS Bail Account Records. Vice-Mayor Parent moved for the adoption of this resolution. Commissioner Pepitone seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Resolution 90-2021 authorizing First Amendment to Professional Services Contract with A. Michael Barker, Esquire of the firm of Barker, Gelfand, James and Sarvas for litigation services under a non-fair and open process for an additional amount of \$10,000.00 for a total contract amount not to exceed \$15,000.00.

Commissioner Cooper asked for an explanation of these services.

City Solicitor, Brock Russell explained that Mr. Barker is currently our JIF attorney, however he will now also be providing legal services for ongoing cases that are not covered by JIF.

Vice-Mayor Parent moved for the adoption of this resolution, stating he is in receipt of the proper certification of funds. Commissioner Pepitone seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

### **New Business**

A motion was made by Commissioner Cooper and seconded by Commissioner Udalovas to authorize the City Clerk to advertise the following 2021 Annual Meeting Notice for the Millville Shade Tree Commission. The motion was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

A motion was made by Vice-Mayor Parent and seconded by Commissioner Pepitone to authorize the following Social Affair Permit Application on behalf of:

a) Wheaton Arts and Cultural Center to hold a Festival of Fine Craft event at 1501 Glasstown Road on October 2<sup>nd</sup> and 3<sup>rd</sup>, 2021 from 10:00 a.m. to 6:00 p.m.

The motion was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

A motion was made by Vice-Mayor Parent and seconded Commissioner Pepitone to authorize the City Clerk to advertise to receive bids for project known as "CY 2021 Water & Sewer Department Supplies" on April 27, 2021, 10:00 a.m., Purchasing Board, 12 South High Street, Millville, New Jersey. The motion was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

### **Public Comment**

Mayor Santiago stated that this is the time for the public comment portion of the meeting if anyone wishes to be heard. He asked for comments to be limited to approximately 5 minutes. City Clerk, Jeanne Hitchner called the names of residents in order of attendance that was taken at the beginning of the meeting.

Julie McGough congratulated Commissioner Cooper on the dog park.

Joann Murphine congratulated Commissioner Cooper on the dog park and then reminded the Board of Commissioners to mute their phones when they aren't speaking.

There being no further comments Mayor Santiago declared the public comment portion closed and asked the Commissioners if they had any comments.

### **Resolution-Closed Session**

The City Clerk read the following resolution:

Resolution No. 91-2021 authorizing a closed session for the following matter:

1. Sherry Trout v. City of Millville:  
Pending Litigation Deliberative Process and Attorney/Client Privilege
2. Holly City Development Corporation Proposal to provide Economic Development Consulting Services to the city:  
Contract Negotiations and Deliberative Process

The Commissioners exited the Regular Meeting to attend the Closed Session Meeting in the Richard C. McCarthy Commission Chamber on the 4<sup>th</sup> Floor.

Upon completing the Closed Session discussion, the Commissioners re-entered the Regular meeting via teleconference.

The City Clerk read the following Resolution:

Resolution No. 92-2021 approving settlement agreement in the matter of Sherry Trout v. City of Millville in the amount of \$200,000.00, with the City's share being approximately \$60,000.00.

Vice-Mayor Parent moved for the adoption of this resolution, stating he is in receipt of the proper certification of funds. Commissioner Pepitone seconded the motion which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

#### **Adjournment**

There being no further comments the meeting was adjourned on a motion by Commissioner Cooper and seconded by Commissioner Udalovas subject to the call of the chair. All were in favor. None were opposed.

Respectfully submitted,

  
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Jeanne M. Hitchner, RMC  
City Clerk

**BILL LIST**  
**CITY OF MILLVILLE**  
**MEETING OF APRIL 6, 2021**

\*\*CMFO MARCELLA SHEPARD SIGNED FOR COMMISSIONERS (DUE TO COVID-19)\*\*

ACTIVE911, INC.	937.50
ADLER AND STOMEL, P.A.	250.00
NAT ALEXANDER CO., INC.	410.80
AMERICAN DISPOSAL SYSTEMS, INC	533.00
ATL. CO. UTILITIES AUTHORITY	116,768.08
ATLANTIC CITY ELECTRIC	50,859.92
BARKER, GELFAND & JAMES, PC	3,404.80
BENECARD SERVICES, INC.	68,026.88
BOUND TREE MEDICAL LLC	1,853.24
BURLINGTON CTY BD OF CHOSEN MICHAEL CALCHI	10,963.20 84.00
CASCADE ENGINEERING INC.	5,630.00
CATERINA SUPPLY INC.	793.25
CINTAS FIRST AID & SAFETY CORP	414.43
CME ASSOCIATES, LLP	964.50
COMCAST	10,629.02
COMCAST, INC.	2,113.98
CDW GOVERNMENT, INC.	4,267.36
CONSTELLATION NEWENERGY, INC.	21.84
COSTELLO HOME CONSTRUCTION LLC CCIA	50.00 59,756.79
CUMBERLAND FIRE PROTECTION	1,016.00
CUMBERLAND VALVE INC	541.14
GANNETT SATELLITE INFORMATION	712.87
LINDA A. DEDRICK	400.00
DELAWARE RIVER BASIN COMMISSN	1,538.00
DELL COMPUTER CORP.	6,210.05
DELPHI ENGINEERING &	21,775.00
DELTA DENTAL OF NEW JERSEY INC	19,884.12
DISPLAY SALES, INC.	331.00
DLT SOLUTIONS, LLC	3,519.45
DUN-RITE SAND & GRAVEL CO. INC	739.29
EARTH TECH CONTRACTING, INC.	3,377.78
EDMUNDS & ASSOCIATES INC.	375.00
EMS CONSULTING SERVICES	3,437.50
ENTERPRISE ZONE DEV CORP OF	2,608.63
ENVIRONMENTAL RESOURCE ASSOC.	475.91
FALASCA MECHANICAL, INC.	22,779.47
JOSEPH FAZZIO, INC.	1,652.25
FEDEX	31.38
FIDELITY INFORMATN SERVS, LLC	160.00
FIREFIGHTER ONE LLC	1,012.24
FLASTER GREENBERG PC	36,120.61
FLEISHMAN DANIELS LAW OFF, LLC	728.00
DEARBORN NATIONAL	1,842.90
FRANKLIN ALARM COMPANY, INC.	1,154.00
GARDEN STATE HIGHWAY PROD. INC	300.00
GARDEN STATE LABORATORIES, INC	3,270.00
GENERAL CARBON CORP	1,850.00
GENSERVE, INC.	4,353.05
GENTILINI FORD, INC.	1,161.70
GIORDANO VINELAND SCRAP	500.00
W.W.GRAINGER, INC.	919.13
GROFF TRACTOR NEW JERSEY LLC	868.55

HACH COMPANY, INC.	136.67
HANSON AGGREGATES BMC, INC.	2,095.11
CORE & MAIN LP	640.00
HERITAGE BUSINESS SYSTEMS, INC	485.93
GREG L. ERBER, SR.	611.82
IAAO, INC.	220.00
INDIAN HARBOR INSURANCE CO.	10,000.00
ITALIANO BROS TRUCK REPAIR INC	98.00
KAVANAGH & KAVANAGH	2,800.00
KYOCERA DOC SOLUTIONS AMER,INC	406.36
LANDSMAN UNIFORMS INC.	174.99
LAWMEN SUPPLY CO, INC.	14,274.00
LEXISNEXIS RISK SOLUTIONS	580.00
LOWE'S CO., INC.	1,839.43
MAIN STREET SUPERMARKET CORP	32.00
MARMERO LAW LLC.	18,468.60
MES/ALL SAFE,INC.-PENNSYLVANIA	226.00
MGL PRINTING SOLUTIONS	1,230.00
MILLVILLE NAPA AUTO PARTS	505.51
JPMONZO MUN CONSULTING, LLC	50.00
MOTOROLA SOLUTIONS, INC.	7,198.65
NCL OF WISCONSIN, INC.	162.50
VERIZON	578.53
NJ POLICE K-9 ASSOCIATION	300.00
NRAAO	80.00
ONE CALL CONCEPTS, INC.	369.94
PEACH COUNTRY TRACTOR INC	1,295.00
PENDERGAST SAFETY EQUIPMENT CO	1,028.34
PENN CARE, INC.	301.00
PINE ENVIRONMENTAL SERVS, INC.	95.10
PRINT O STAT, INC.	282.22
PRINT SOLUTIONS PLUS, INC	875.00
PROF GOVT EDUCATORS, INC.	90.00
LEE RAIN INC	1,507.94
V.E. RALPH & SON, INC.	1,192.24
REGISTRARS' ASSN OF NEW JERSEY	75.00
REMINGTON & VERNICK ENGINEERS	600.00
RICOH USA, INC.	394.31
THE RITTER LAW OFFICE	655.77
BROCK D. RUSSELL, LLC	13,500.00
RUTGERS, THE STATE UNIVERSITY	1,129.00
S.A. COMUNALE CO., INC.	2,268.00
SERVICE TIRE TRUCK CENTER, INC	2,488.11
SHI INTERNATIONAL CORP	11,150.38
SHINE PROGRAM	2,380.98
SAMANTHA SILVERS	195.00
SIRCHIE FINGER PRINT LAB, INC.	771.54
S & J PIZZA, INC.	187.00
SJ GAS COMPANY	20,783.24
SOUTH JERSEY PAPER PRODUCTS	180.57
SOUTH STATE MATERIALS, LLC	514.28
SPECTERA, INC.	5,289.60
SPIRIT ENVIRONMENTAL SERVICE	250.00
STREET COP TRAINING LLC	298.00
JOSEPH SUTHERLAND	495.00
TAYLOR WISEMAN & TAYLOR	5,467.85
TELETRAC, INC.	1,669.95
TJ EQUIPMENT CO.	9,392.03
TOMLIN BROTHERS AUTO BODY, INC	1,883.87
TRI-CITY PAPER & JAN. SUPPLIES	1,235.90
ULINE, INC.	381.70



UNITED ELECTRIC SUPPLY, INC.	867.10
HD SUPPLY FACILITIES MAINT LTD	779.35
NATHAN VAN EMBDEN, ESQ.	1,768.00
ALFRED J. VERDEROSE, ESQ.	225.00
VERIZON WIRELESS	1,434.13
WASTE MANAGEMENT OF SJ, INC.	476.65
W. B. MASON COMPANY, INC.	1,524.77
WEAVER'S EQUIP SALES & SERVICE	535.49
WHARTON HARDWARE & SUPPLY CORP	1,047.59
XEROX CORPORATION	173.78
ZONE STRIPING, INC.	2,445.00
BEACON TITLE SERVICES AGENCY	1,331.89
CORELOGIC CENTRALIZED REFUNDS	1,563.64

<b>TOTAL BILLS FOR 04.06.21 MEETING</b>	<b>652,417.96</b>
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CITY MILLVILLE PAYROLL DED ACC (W)	231,449.59
CITY MILLVILLE PAYROLL DED ACC (W)	89,162.83
CITY MILLVILLE SALARY ACCOUNT (W)	268,889.59
CITY MILLVILLE SALARY ACCOUNT (W)	578,009.01
CITY MILLVILLE SALARY ACCOUNT (W)	580,954.33
QUADIENT FINANCE, USA (W)	2,500.00

<b>TOTAL WIRES FOR 04.06.21 MEETING</b>	<b>1,750,965.35</b>
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<b>TOTAL BILLS &amp; WIRES FOR 04.06.21 MEETING</b>	<b>2,403,383.31</b>
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