

**City of Woodbury
City Council Meeting
August 10, 2022
33 Delaware Street, Woodbury, NJ 08096
6:30 p.m.**

The meeting of August 10, 2022, was called to order by Council President Merinuk at 6:30 pm. Council President Merinuk then led the Pledge of Allegiance followed by a Moment of Reflection.

Open Public Meeting Statement

Ms. Swanson read the Open Public Meetings Act Statement. This is a regular public meeting of the City Council of the City of Woodbury. Due notice of this meeting was provided to the newspaper and public by posting and publication of Resolution No. 22-04 adopted at the 2022 Reorganization Meeting on January 5, 2022. Also, Notice of the public meeting was provided to the newspaper and posted on the City web page for the public.

Roll Call:

Present: Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk, Mayor Sickel

Absent: Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Others Present: City Clerk, Cassidy Swanson; Solicitor, Tim Scaffidi; Police Captain, Kelli Marro; Engineer, Paul Brier; Chief Financial Officer, Robert Law; Acting Administrator, John Leech; Brian Hauss, Fire Administrator

Approval of the Minutes

Councilwoman Harwell made a motion to approve the minutes from the March 21, June 22, July 13, and July 27 City Council meetings, seconded by Councilman Hagerty. Motion approved by the following voice vote.

March 21 Meeting Minutes

Ayes 5 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 1 Councilman Miller

June 22 Meeting Minutes

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 0

July 13 Meeting Minutes

Ayes 5 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Council President Merinuk

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 1 Councilman Pisarcik

July 27 Meeting Minutes

Ayes 3 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 3 Councilman Miller, Councilman Pisarcik, Council President Merinuk

Open to the Public for Agenda Items

Council President Merinuk stated the meeting will be opened to the public for agenda items only. Council President Merinuk reminds everyone that each agenda item does have to get read aloud. Councilman Hagerty made a motion to open to the public, seconded by Councilwoman Harwell. Motion approved by unanimous voice vote. Ms. Swanson then read the titles of the Resolutions. Ms. Swanson went on to inform the public that at this time they can come up to the podium to be heard at this time.

Hearing no one, Councilman Hagerty made a motion to close to the public, seconded by Councilman Miller. Motion approved by unanimous voice vote.

Ordinances

ORDINANCE NO. 2368-22 AN ORDINANCE AMENDING CHAPTER 136, PARKS AND RECREATION AREAS, SECTION §136-1, PROHIBITED ACTIVITIES, OF THE CODE BOOK OF THE CITY OF WOODBURY Councilman Hagerty presented the above titled ordinance. Ms. Swanson read the title of the Ordinance. Councilman Hagerty moved to open to the public on Ordinance 2368-22, seconded by Councilwoman Harwell.

Hearing no one, Councilman Hagerty made a motion to close to the public on Ordinance 2368-22, Seconded by Councilman Miler.

Councilman Pisarcik made a to amend Ordinance 2368-22 to only ban Class 3 of motorized bicycles, motorized scooters, or motorized skateboards as defined by N.J.S.A. 39:1-1, seconded by Councilman Hagerty

Councilman Pisarcik explained the four different classes of eBikes. He explained that Classes 1 and 2 could be a necessity to some residents and that they would not travel faster than a non-motorized peddle bike. Mayor Sickel asked for clarification and expressed her safety concerns. Councilman Hagerty thanked Councilman Pisarcik for educating Council on this matter and agrees with the amendment. Councilman Miller added additional information and noted that the Ordinance does not address paths or sidewalks, just recreation areas. Councilwoman Harwell asked for clarification on the City's definition of park and recreation areas. Mr. Scaffidi responded. Council President Merinuk added his agreement in the amendment and that the Ordinance should be re-written, to address the items that came up in discussion.

Councilman Pisarcik made a motion to withdraw his motion to amend Ordinance 2368-22 to only ban Class 3 of motorized bicycles, motorized scooters, or motorized skateboards as defined by N.J.S.A. 39:1-1, and to table Ordinance 2368-22, seconded by Councilman Miller.

Motion approved via roll call vote resulting in the following;

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 0

ORDINANCE NO. 2371-22 AN ORDINANCE OF THE CITY OF WOODBURY, COUNTY OF GLOUCESTER, NEW JERSEY, APPROPRIATING \$300,000 IN FUNDING FOR THE REHABILITATION AND UPGRADES OF THE WATER TREATMENT PLANT

Councilman Hagerty presented the above titled ordinance. Ms. Swanson read the title of the Ordinance. Councilman Hagerty moved to open to the public on Ordinance 2371-22, seconded by Councilman Miller.

Hearing no one, Councilman Hagerty made a motion to close to the public on Ordinance 2371-22, Seconded by Councilwoman Harwell.

Councilman Hagerty made a motion to adopt Ordinance 2371-22, seconded by Councilwoman Harwell.

Motion approved via roll call vote resulting in the following;

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 0

ORDINANCE NO. 2372-22 AN ORDINANCE OF THE CITY OF WOODBURY AMENDING CHAPTER 156 "SEWERS" AND CHAPTER 197 "WATER" OF THE CODE OF THE CITY OF WOODBURY Councilman Hagerty moved to open to have the first reading of Ordinance 2372-22 with the approval to adopt after the second reading, seconded by Councilman Miller.

Motion approved via roll call vote resulting in the following;

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 0

ORDINANCE NO. 2373-22 AN ORDINANCE NAMING AN UNNAMED LAKE IN THE CITY OF WOODBURY (GRISCOM LAKE) Councilman Hagerty moved to open to have the

first reading of Ordinance 2373-22 with the approval to adopt after the second reading, seconded by Councilwoman Harwell.

Councilman Hagerty and Councilwoman Harwell asked to have public engagement in naming the lakes referenced in Ordinance 2373-22, Ordinance 2374-22, and Ordinance 2375-22. Council President Merinuk agreed and for the Diversity, Equity, and Inclusion Committee to spearhead the public engagement. Council President Merinuk asked for the First Readings of Ordinance 2373-22, Ordinance 2374-22, and Ordinance 2375-22 to take place and that the Second Readings of Ordinance 2373-22, Ordinance 2374-22, and Ordinance 2375-22 shall not take place until the Diversity, Equity and Inclusion Committee can garner some public input into the lake names.

Motion approved via roll call vote resulting in the following;

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 0

ORDINANCE NO. 2374-22 AN ORDINANCE NAMING AN UNNAMED LAKE IN THE CITY OF WOODBURY (G.G. GREEN LAKE) Councilman Hagerty moved to open to have the first reading of Ordinance 2374-22 with the approval to adopt after the second reading, seconded by Councilman Miller.

Councilwoman Harwell confirmed with Council President Merinuk that the Second Reading of Ordinance 2374-22 shall not take place until the Diversity, Equity and Inclusion Committee can garner some public input into the lake names.

Motion approved via roll call vote resulting in the following;

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 0

ORDINANCE NO. 2375-22 AN ORDINANCE NAMING AN UNNAMED LAKE IN THE CITY OF WOODBURY (LAKE NOLTE) Councilman Hagerty moved to open to have the first reading of Ordinance 2375-22 with the approval to adopt after the second reading, seconded by Councilman Miller.

Councilwoman Harwell confirmed with Council President Merinuk that the Second Reading of Ordinance 2375-22 shall not take place until the Diversity, Equity and Inclusion Committee can garner some public input into the lake names.

Motion approved via roll call vote resulting in the following;

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 0

Resolutions

RESOLUTION NO. 22-142 GOVERNING BODY CERTIFICATION OF COMPLIANCE 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"
Councilman Hagerty presented the above titled resolution. Ms. Swanson read the title of the resolution Councilman Hagerty made a motion to adopt Resolution 22-142, seconded by Councilman Miller.

Motion approved via roll call vote resulting in the following;

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk
Nays 0
Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor
Abstain 0

RESOLUTION NO. 22-143 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING THE BUDGET TO BE READ BY TITLE ONLY
Councilman Hagerty presented the above titled resolution. Ms. Swanson read the title of the resolution Councilman Hagerty made a motion to adopt Resolution 22-143, seconded by Councilman Miller.

Motion approved via roll call vote resulting in the following;

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk
Nays 0
Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor
Abstain 0

2022 Introduced Municipal Budget Presentation

Michael Ceasro of Bowman & Company, presented the 2022 Introduced Municipal Budget presentation and summary to Council. The presentation is available [here](#).

Public Hearing on the 2022 Introduced Municipal Budget

Councilwoman Harwell made a motion to open to the public on the 2022 Introduced Municipal Budget, seconded by Councilwoman Carter.

Anthony Alveario – 522 Delaware St. – Mr. Alveario was expecting a handout of the budget and wanted to know if it is online. Mr. Law explained that the Introduced Budget is on the [website](#) and the presentation will be made available online.

Mayor Sickel asked several questions about different line items. Mr. Law responded.

Hearing no one, Councilman Hagerty made a motion to close to the public on the 2022 Introduced Municipal Budget, seconded by Councilwoman Harwell.

RESOLUTION NO. 22-144 ADOPTION OF THE 2022 MUNICIPAL BUDGET

Councilman Hagerty presented the above titled resolution. Ms. Swanson read the title of the resolution Councilman Hagerty made a motion to adopt Resolution 22-144, seconded by Councilwoman Harwell.

Motion approved via roll call vote resulting in the following;

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 0

CONSENT AGENDA

RESOLUTION NO. 22-145 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY APPROVING A SHARED SERVICES AGREEMENT WITH THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY FOR THE USE OF CERTAIN STAGE UNITS ON SEPTEMBER 3, 2022

RESOLUTION NO. 22-146 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY APPROVING A SHARED SERVICES AGREEMENT WITH THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY FOR THE USE OF CERTAIN STAGE UNITS ON OCTOBER 1, 2022

RESOLUTION NO. 22-147 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING EXECUTION OF SITE ACCESS AGREEMENT TO ALLOW THE CITY OF WOODBURY TO ACCESS PROPERTY LOCATED AT BLOCK 22, LOT 3 (211 S. COLUMBIA STREET) OWNED BY JIMMY L. SOLOMON JR. FOR THE PURPOSE OF INSTALLATION OF STORM SEWER FACILITIES

RESOLUTION NO. 22-148 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY ENDORSING THE 2022 HOUSING ELEMENT AND FAIR SHARE PLAN UPDATE

RESOLUTION NO. 22-149 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING THE REIMBURSEMENT OF A TAX OVERPAYMENT BLOCK 152.03 LOT 3 412 ELM AVE BLACKSON, JAMES SR

RESOLUTION NO. 22-150 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY APPOINTING JOHN LEECH ACTING ADMINISTRATOR NUNC PRO TUNC

RESOLUTION NO. 22-151 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING EXTENSION OF A SHARED SERVICE AGREEMENT BY AND BETWEEN THE CITY OF WOODBURY AND THE BOROUGH OF WOODBURY HEIGHTS REGARDING POLICE DEPARTMENT SERVICES

END CONSENT AGENDA

Councilman Miller made a motion to approve the consent agenda as read at the beginning of the meeting, seconded by Councilwoman Harwell.

Councilman Hagerty asked for Resolution 22-150, will Mr. Leech be compensated for his additional roll. Council President Merinuk stated that this could be discussed in closed session.

Motion approved via roll call vote resulting in the following;

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman Miller, Councilman Pisarcik, Council President Merinuk

Nays 0

Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor

Abstain 0

Councilman Hagerty made a motion to approve the list of bills and vouchers, seconded by Councilman Miller. Motion approved via a unanimous voice vote.

Committee Reports

Councilwoman Harwell – Bethel AME Church is hosting a Community Event of Saturday, August 27 from 10 am – 2 pm at the Woodbury Child Development Center located at 36 Carpenter Street. Come join us for a fun day that will include" community providers, free food, fun and games, music, dancing, Project READ to Me and story times for children, lots of books, prizes and gifts throughout the day. Councilwoman Harwell also announced that Councilwoman Miller's Senior Farmer's Market is Monday, August 15 from 1-3 pm at GATHER. Gloucester County income eligible seniors, ages 60+, may sign up for free Farmer's Market vouchers. Please bring proof of residency and income. Market will be also open to the public. All are welcome.

Councilman Pisarcik – Public Works Committee – Councilman Pisarcik explained the aerator for Bell Lake will be in the last week of August, and the fountain should be up at the end of the month. He spoke to Chief Ryan in regard to Conrail's unkept railroad properties. Mr. Leidy spoke to a representative from Conrail, and they will be setting up a meeting in the near future. Council President Merinuk asked Chief Ryan to make sure Conrail stays in compliance.

Councilman Hagerty – The Woodbury Car Show is Saturday, September 3 from 9 am – 2 pm. Between Cooper Street and Salem Avenue. All Cars, Trucks and Motorcycles are welcome. Follow our [Facebook Page](#) for updates, or sign up for our email blasts on our [website](#). The Car show will also be helpful for economic development, as we will have goodie bags for participants. He has gone to at least 15 car shows to personally invite people and has received good feedback from everyone. Councilman Hagerty thanked all of the volunteers who help make

the show as great as possible. He said his hope is to get 300 cars and asked anyone that is in the area on Saturday, September 3rd to come check out the Car Show.

Report of the Mayor

Mayor Sickel – Mayor Sickel filled a vacancy on the Historic Preservation Commission by appointing Anthony Alveario. The YMCA of Gloucester County is working with United Way on a grant for exercise signs that would be installed along Stewart Lake. Councilwoman Miller along with The Fifth Legislative District of Senator Nilsa Cruz-Perez, Assemblyman William Spearman and Assemblyman William Moen, Midatlantic States Career and Education Center, Campbell AME Church, and Rev. Tiffany Malone are hosting the 2nd Annual School Supplies & Backpack Giveaway on Thursday, August 18 at 1:30 pm at 28 Harrison Street, the public parking lot behind Woodbury City Hall. It is free for students age Pre-K through 12th Grade. Councilwoman Carter and Councilwoman O'Connor will be spearheading the City's First Annual Hispanic Heritage Festival and additional information will be made available soon.

Report of the Clerk

Ms. Swanson – In addition to the events Councilwoman Harwell and Mayor Sickel mentioned the Back 2 School Backpack Giveaway on August 13 from 2 pm – 5 pm at PTAH Initiative, 232 S. Broad Street, and the YMCA's Back to School Bash on Saturday, August 27 from 11 am – 3pm at the YMCA located at 235 E. Red Bank Ave. The Woodbury Car Show is looking for volunteers, and student volunteers looking to earn Service-Learning Hours. Anyone interested can reach out to Ms. Swanson. Applications have opened for participants in the Woodbury Fall Festival Parade. Any interested vendor or sponsor can reach out to woodburynjparade@gmail.com. Ms. Swanson reminded everyone that this City Council meeting is the only meeting for August, there will be no meeting on August 24. She also reminded everyone that City Hall is closed on September 5 in observance of Labor Day.

Department Reports

Mr. Leech – Administrator/Code Enforcement – Code Enforcement has been very active, sending out 30 Court Summons a month. With 30 Court Summons being sent out, that means anywhere from 60-70 notices were sent out as only approximately half get elevated to Court. Code Enforcement Officer Miller and SLEO II Pizzo have been putting in a lot of effort and a resident recently came in to personally thank Mr. Miller. Ms. Mulvenna and Ms. Everwine have been very busy in the Tax Office. Even with the hospital leaving, there are still a high number of Vital Records Requests and people coming into City Hall daily for services.

Mr. Brier – Engineer Report -

NJDOT MUNICIPAL AID PROJECTS

A. FY2020 NJDOT Municipal Aid – Hunter Street

1. The application to NJDOT-Local Aid for a grant to resurface Hunter Street from N. Broad Street to Traban Trail was submitted July 19, 2019. The NJDOT issued a letter November 21, 2019, notifying the City it has been awarded a grant of \$271,675.00 for this project. The Notice to Bidders was published in September 2021 and the bid opening was held on October 5th. The contract was awarded to

Think Pavers on October 13th for \$225,062.20. The handicap ramps and curb replacement work were completed on April 15th. The milling of the roadway surface was completed on May 9th and the paving operations were completed on the 11th.

Striping was completed on the 12th. The End of Construction Notice was sent to the NJDOT on May 16th. **The core samples of the new pavement have been taken and we received the test results. The contractor has taken an additional 5 samples and is awaiting those test results. The contractor has also addressed the final inspection checklist items. After we receive the 2nd test results I will prepare the final NJDOT Change Order, final Payment Voucher, and other closeout documents.**

B. FY 2021 NJDOT Municipal Aid
— Progress Avenue

1. The application to NJDOT-Local Aid for a grant to resurface Progress Avenue from N. Broad Street to the dead-end past Tatum Street was submitted on June 30, 2020, to NJDOT. The grant request was for a total of \$353,665 which includes \$282,755 for construction, \$28,500 for design engineering, and \$42,410 for inspection and material testing. The City received notice on November 16, 2020, that the DOT awarded \$305,325.00 for this project. The construction plans have been edited to indicate the limits of new curb and gutter, sidewalk and driveway apron repair, tree root protection, and 4 new handicap ramps at the intersection of Progress and Tatum. The final plans and specifications were submitted to NJDOT on May 6th for review and comments. **I received the review comments from the Local Aid office on July 8th. I am currently preparing the responses to the comments and will resubmit the plans shortly for final approval from NJDOT to advertise this project for bids**

C. FY 2022 NJDOT Municipal Aid
— West Centre Street

1. The grant application for the repaving of W. Centre Street from S. Broad Street to S. Jackson Street was submitted to NJDOT-Local Aid in July. The City received a letter from the NJDOT dated October 21, 2021, stating that this project has been awarded a grant for \$296,915.00. We have base plans from the previous resurfacing project for West Centre Street that was completed in 2007. We will perform limited field survey work to update the plans during June. **Rich Leidy and I conducted a field review of the street and the intersecting streets to determine the limits of construction. The plans and specifications are 60% complete. We have completed the field survey of the road in order to finish the design of the resurfacing and new ADA-compliant ramps. The final plans and specifications should be complete later this month to submit to NJDOT for review.**

II. NJDOT DISCRETIONARY (LAIF) AID PROJECTS

A. South Columbia Street Resurfacing

1. The NJDOT issued a letter dated March 14th to Mayor Sickel that states that the City has been awarded a grant in the amount of \$300,000 for the South Columbia Street Project. In April 2020 the application was submitted to the NJDOT with Council approval per Resolution No. 20-87. The scope of the project includes resurfacing the roadway from Logan Street to Delaware Street and installing new handicap ramps at each intersection – except where recent projects were completed along High Street, West Centre Street and Myrtle Avenue. **We will begin preparing the plans and specifications in September for a submission to DOT this fall with a tentative schedule to advertise for bids and award the contract in late fall. Construction would then proceed in early March 2023.**

B. FY2022-23 Application

1. **After the City receives notice of any funds approved from the Congressionally Directed Spending application and other grant applications, I will consult with Rich Leidy and other City officials to select a road resurfacing, storm sewer replacement, or pedestrian path project to apply for an LAIF grant this year.**

III. WATER CAPITAL PROJECTS

A. Emergency Generator

1. This project is for a permanent emergency generator to be installed at the site of Wells #1A and #2A in Sewell.
2. We will coordinate with Rich Leidy to select 1 or 2 vendors or generator manufacturers from Sourcwell and request proposals to select and install a generator at the site through their cooperative purchasing process.

B. 2022 Water Capital Project

1. The new water main improvement project for FY2022 includes replacing the 4” water mains with new 8” mains in Maple Street and Laurel Street from Cooper Street to Hunter Street and in Holroyd Place. The construction plans and specifications are approximately **90%** complete. **Because this year’s ARPA funds have been allocated for the water treatment plant and other purposes, I will coordinate with Rich Leidy and Bob Law to determine a dollar amount for a water/sewer improvements bond to cover the construction, engineering, and inspection costs for this project as well as others as noted below. The approval of this bond will determine the schedule for advertising the project for bids, bid opening and award of the contract this fall.**

C. SCADA System Upgrade

1. The current system is outdated and needs to be upgraded. Public Works received an estimate of \$280,000 from Complete Control Services (CCS) to replace and upgrade the hardware and software and provide a service contract. The amount budgeted this FY is \$250,000. This project is required to go through the fair and open bidding process for competitive contracting. We will prepare the bid documents and specifications to include the system requirements and features provided by Public Works. However, the selection of the vendor/contractor will be based on a graded system, to be independently evaluated and graded by 2 or 3 City officials and professionals. We have begun preparing the specifications for this project. Once complete, I will go over them with Rich and make any changes. The project will be advertised for bids in **September or October after the water/sewer bond is approved.**

D. Well Redevelopment – Well #9

1. Rich and I met with a representative of A.C. Schultes at the site on March 18th to discuss the rehab of various valves and motors and the installation of a new flow meter. The specifications and bid documents for the redevelopment of Well No. 9 on Railroad Avenue will be **completed after the water/sewer bond is approved.**

IV. SANITARY SEWER CAPITAL

A. 2020 Sanitary Sewer Capital Project

1. It was determined in 2021 that lining the Wood Street sanitary sewer main was necessary in order to avoid any future failures and costly repairs. Our office prepared plans and specifications for the project. The project, with a revised the scope of work, was advertised for bids in November 2021. Three bids were received and opened on December 2, 2021. The low bidder was Vortex Services at \$126,101. A resolution to award the project to Vortex was approved by Council at the December 8th meeting.
2. The Notice of Award and contract documents were mailed to Vortex on December 16th. On February 2nd Vortex conducted the cleaning and video inspection of the pipe runs. The contractor finished the repairs, the pipe lining and the manhole sealing and submitted a post-installation video of the alignment. Vortex's subcontractor completed the lateral lining of all of the laterals on April 25th. The resolution to approve the final change order to reflect as-built quantities was approved at the June 22nd Council meeting. **The contractor and Mayor have signed the final change order. Vortex has submitted their maintenance bond. Resolution No. 22-134, to release their performance bond and accept the maintenance bond, was approved at the July 27th Council meeting. This project is now closed out.**

V.

STORMSEWER INFRASTRUCTURE
IMPROVEMENT PROJECTS

A. FY 2021 Project – Miscellaneous Locations

1. **FY 2021 CDBG**

We applied for a grant in the amount of \$50,000 for the addition of drainage inlets at the intersection of S. Barber Avenue and Carpenter Street and installation of a backflow preventer valve at an inlet on Nelson Avenue. This grant has been awarded to the City. After the agreement with the County is complete we will begin preparing the construction plans and specifications.

2. **Congressionally Directed Funding**

The following projects have been resubmitted for Congressionally Directed Spending to fund the costs of these necessary storm sewer repairs:

• **Horace Street to Warner Street**

Lining 273' of 36" CIP Pipe and 285' of 24" CIP Pipe:

The two storm lines run parallel to each other and are partially located under the parking lot of the apartment complex. This line was videoed after the large storm in June 2019 and showed many issues that need to be addressed.

• **Jackson Street (Centre to Barber)**

Replacement and lining of 400' of 18" CIP Pipe:

This storm main was videoed and showed multiple cracks, as well as a complete pipe collapse. It is unknown how far the collapse is as the camera was not able to go through the pipe. There are also visible sinkholes on the sides of Jackson Street.

• **Acme Drive to Leona Avenue to Twells Avenue**

Lining of 66' of 24" CIP pipe, 996' of 18" CIP Pipe, and 40' of 18"

Reinforced Concrete Pipe:

This storm line runs under driveways, sheds, and has visible sinkholes in yards and behind the funeral home.

VI.

LOCALROAD RESURFACING PROGRAM

A. FY 2019 – CDBG: Resurfacing
of S. Maple Avenue

1. The City received a \$50,000 CDBG grant for the repaving of Maple Avenue from East Barber Avenue to Union Avenue. The documents were submitted to the County on February 3rd for review and authorization to advertise the project for bids. I will request authorization from Council to advertise once funding is in place. Construction could start 8 to 10 weeks thereafter. Resolution No. 22-61

was approved at the February 23rd Council meeting extending the term of the agreement with the County for this project. Authorization to advertise this project for bids was issued by City Council with Resolution No. 22-87. The Notice to Bidders was published on May 16th in the SJ Times. The bid opening date was June 14th. Award of the contract to the low bidder, Paving Plus, LLC, was approved at the June 22nd Council meeting. I issued the Notice of Award and sent the contract to Pave Plus on June 27th. *I received the signed contracts, the performance and payment bonds and the insurance certificate and forwarded them to the Clerk for processing. The contracts were signed by the Mayor and Clerk at the July 27th Council meeting. I will send one fully executed contract to Paving Plus and schedule the preconstruction meeting for later in August.*

- B. FY 2022 City Bonds: Golf Dr., Lyman Ave, Meadow La.,
Maple & Laurel from Hunter St. to the north ends

1. The roads to be resurfaced for FY2022 include Laurel Street and Maple Street north of Hunter Street and the connecting road, Meadow Lane, and Golf Drive and Lyman Avenue. This paving project will replace the entire existing pavement and all the temporary pavement on the trenches left from the new water main installation on these roads in 2021. Handicap ramps and new curbing will be installed where required. We have begun preparing the construction plans and specifications. Authorization to advertise this project for bids was approved at the May 24th Council meeting. The Notice to Bidders was published in the June 14th edition of the SJ Times. *The bid opening was held on July 6th. The resolution to award the contract to the low bidder, Arawak Paving Co., was approved at the July 13th Council meeting. I sent the Notice of Award and the contract to Arawak Paving for their processing, and received the signed contracts, the performance and payment bonds and the insurance certificate on July 22nd. The contracts were signed by the Mayor and Clerk at the July 27th Council meeting. I have returned one contract to Arawak Paving. The pre-construction meeting was held on July 19th to go over Arawak's schedule. They started on August 2nd with the replacement of deteriorated or missing curb on Golf Drive and Lyman Avenue and have moved to Laurel Street, Maple Street and Meadow Lane this week. The repaving should start in a week or two.*

VII. Woodbury Creek Dam Project

A. Woodbury Creek Dam

1. This project included the design of a new dam on the Creek to replace the 56-yearold dam located just downstream and west of the Broad Street Bridge. The new dam will be constructed on the east side of bridge where Broad Street Lake narrows to pass beneath the bridge. The bid opening was held on October 22,

2020. The low base bid of \$1,250,985 was submitted by R. E. Pierson Construction Co. The resolution awarding the contract to Pierson was approved at the October 28th Council meeting. The preconstruction meeting was held on December 9th. The contractor completed the work in July 2021. Our office has issued a final punch list to the contractor of items to be addressed in order to begin project close-out. We have directed the contractor to purchase and install the stainless-steel protective grills in front of both canal gates in the dam spillway wall to prevent damage from large floating debris. The permit from NJDEP to lower the water in the lakes temporarily was issued on February 25th. On March 2nd the contractor attached the grills to the frames of the canal gates. We have received information from a supplier of floating debris booms. We will coordinate further with the supplier in the next few weeks and request a quote for supplying the boom material and the anchoring specifications based on our design of the length and location of the boom. After reviewing the information with Rich, we will consult with Bob for funding the purchase and installation with existing bond funds for this project. We are coordinating with the contractor for the project closeout change order. The revised resolution to approve the final change order and the final payment was passed at the July 27th meeting. The resolution now states that a portion of the retainer will be withheld until the wetlands plantings have been re-installed and established this fall. The performance bond and balance of the retainer are released, and the contractor's maintenance bond accepted. We are waiting for more information and details with a manufacturer to specify a floating debris boom to install upstream of the new dam spillway.

VIII. GREEN ACRES PROJECTS

A. 2014 – Green Acres Program (Walking Paths, Footbridge, and Streambank Stabilization)

1. NJDEP issued the Wetlands and Flood Hazard Area permits, effective 1/24/2020.
2. On July 19, 2021, a representative of the Soil Remediation Program of NJDEP issued an email stating that he has reviewed the documents submitted by CTM (the LSRP for the City) and agrees with the LSRP's proposal that No Further Action (NFA) is required. On July 20th the Environmental Specialist from Green Acres issued a memorandum acknowledging the SRP's conclusion of NFA and stated that the Green Acres' participation in the project can now proceed.
3. On August 19, 2021, Green Acres authorized us to proceed to the bid phase. A new Notice to Bidders for a reduced scope of work was advertised for bids on December 28, 2021. The bid opening was held on Tuesday January 18th. The project, including the Base Bid and Alternate B, was awarded to Gerald A. Barrett, LLC for \$363,100. The resolution to award the project was approved at

the January 26th Council meeting and the Notice of Award was issued to Barrett for processing. The Notice to Proceed was issued with a start date of April 25th.

4. Mobilization, clearing and installation of silt fence was conducted the week of the 25th. The installation of cross-drains and the small storm sewers were completed on May 5th. Public Works installed the 2 Green Acres Project signs on Cooper Street and East Red Bank Avenue. The installation of the stone base for the path along the west side of Stewart Lake was completed on June 3rd. Excavation for the path along the north bank of the lake was completed on June 24th. From June 27th to the 30th the contractor installed the terraced walkway that connects the north end of the path behind St. Stephen's church to the sidewalk on Evergreen Avenue. On July 8th they began installing the porous pavement on the path on the north bank of the lake. **This was completed on July 15th. On July 27th the contractor completed installing the pavement on the path on the west bank of the lake from the terraced walkway to the parking lot at the Cooper Street end of the park The contractor has also finished restoring the edges of the path with topsoil and grass seed and conducted a general clean up. The final construction items include paving the parking lot, widening the concrete driveway leading to the parking lot and installing various signs. This work should be completed this month.**

B.
(Playground

2017 Green Acres Program
& Park Pavilion)

1. On July 19, 2021, a representative of the NJDEP SRP issued an email stating that he has reviewed the documents submitted by CTM (the LSRP for the City) and agrees with the LSRP's proposal that No Further Action (NFA) is required. On July 20th the Environmental Specialist from Green Acres issued a memorandum acknowledging the SRP's conclusion of NFA and stated that the Green Acres' participation in the project can now proceed. This was followed by an email from Bruce Bechtloff of Green Acres asking for a project construction time frame and stating that we can now submit the plans and specifications for review so that he can then issue a prebid authorization letter.
2. The construction plans & details and specifications are being reviewed and updated as necessary. The cost estimate and schedule of quantities for bidding will also be updated.
3. We will coordinate with Bob Law to get the paperwork completed for the City to preorder the restroom building and the 2 pavilions so that RCP Shelters can start the design and drawings. They will then provide us with the details and specs to add to our bid docs. The construction plans and specifications for only the site work will be submitted to Green Acres for approval after the plans for the structures have been ordered and the construction documents updated with the final model information.

4. Once Green Acres has authorized the City to proceed to the bid and construction phase for this project we will coordinate with the building manufacturer for the colors and various options for the 3 structures. We will also ask the sales rep from MRC Recreation to prepare color renderings of the site. After we review and approve the building plans and details and the City authorizes the fabrication of the units we will request authorization from Council to advertise this project for bids.
5. I have contacted the representative from MRC Recreation and asked for updated quotes for the 2 pavilions, and also for a rendering of the plaza showing these 2 structures, the 2 playground units and the other site amenities throughout the plaza. I have not received the updated quotes yet but have received a preliminary rendering. Therefore, I will provide both items and a site plan of the plaza to Council at the September 14th meeting along with a resolution requesting authorization to advertise the site work contract for bids.

IX. Miscellaneous Projects

A. Demolition Project

1. This project includes the demolition of the houses on City-owned properties at 32, 38, & 40 West Barber Avenue and also the house at 607 Green Street. The resolution to go out for bids was approved at the July 28, 2021, Council meeting. The bid opening was on September 15th with Ricco Construction being the low bidder. The Notice to Proceed and a signed copy of the agreement was sent to Ricco on December 22, 2021. The contractor demolished the house on Green Street on April

18th. On the 19th they began demolishing the houses at 38 and 40 West Barber Ave.

The final house at 32 West Barber Ave was demolished by April 28th. The week of May 2nd the contractor backfilled all of the basement pit areas and has stabilized the disturbed areas with topsoil, grass seed and straw mulch. This project is now complete, and I will begin the closeout process with Ricco.

Resolution No. 22-135 to release their performance bond was approved on July 27th Council meeting. The project is now closed out.

Chief Ryan – Woodbury City Police Department – National Night Out was great and more than half of the officers were able to attend and have fun with the kids. Chief Ryan thanked Council president Merinuk, Councilwoman Harwell and Gloucester County Commissioner Jefferson for attending. The Police Department ran their second active shooter drill with the High School today and also donated backpacks to the school. Chief Ryan said they recently had a productive Public Safety Committee meeting and besides vehicle traffic the Police Department will have a more concerted effort on South Broad Street. He said he will have more information next month, but he was approached by a nonprofit to provide more services to the City and will update the

Public Safety Committee. Council President Merinuk said Chief Ryan updated the Public Safety Committee on our Shared Service Agreement with the Woodbury Heights Police Department and asked for him to do the same for the Public. Chief Ryan explained that the Woodbury City Police Department and the Woodbury Heights Police Department are still two speared entities. The Woodbury Heights Police Department has staffing issue, so we are helping out administratively filling in with staffing shortages, when needed. None of which takes away from any on duty officer in Woodbury. We previously had 90-day Shared Service Agreement, and since Woodbury Heights has not resolved their staffing issue we have passed another 90-day Shared Service Agreement. Councilwoman Harwell thanked Chief Ryan for a wonderful National Night Out. Chief Ryan thanked the Public Works Department for providing supplies for National Night Out and for the Fire Department for participating.

Unfinished Business

Councilman Hagerty made a motion to accept the Connecting North Woodbury: Red Bank Ave Walk Shed Study and Findings and Report, seconded by Councilman Miller. Motion approved by unanimous voice vote.

New Business

Council gave Mayor Sickel flowers and a card for her birthday.

Open to the Public

Councilman Fleming made a motion to open to the public, seconded by Councilwoman O'Connor. Motion approved by unanimous voice vote.

Anthony Alveario – 522 Delaware St. – Mr. Alveario thanked the approval of the minutes on the agenda. He asked for clarity on what services our police department is providing to Woodbury Heights. Chief Ryan responded. Mr. Alveario asked if we can put who sponsored the resolutions on the agenda. Council President Merinuk responded that we will look into it. Mr. Alveario is excited to ask questions on the Historic Preservation Committee and thanked Mayor Sickel for the appointment

Romona Wilcox – 250 S. Barber Avenue – Ms. Wilcox said she didn't here from anyone before City Council's last meeting on July 28. The Contractor reached out after meeting and after some back and forth there is a meeting scheduled for Friday. She hopes this contractor is better than the last one. She sates that this process is too long and is bringing her own contractor to the meeting. Council President Merinuk asked why her contractor didn't bid on the job. Ms. Wilcox said they weren't told about it. Council President Merinuk responded and added that hopefully this will be resolved soon.

Hearing no one, Councilwoman Harwell made a motion to close to the public, seconded by Councilman Fleming. Motion approved by unanimous voice vote.

RESOLUTION NO. 22-152 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING A CLOSED SESSION TO DISCUSS PERSONNEL MATTERS Councilwoman Harwell adopt Resolution 22-152, seconded by Councilman Hagerty.

Motion approved via roll call vote resulting in the following;

Ayes 6 Councilwoman Carter, Councilman Hagerty, Councilwoman Harwell, Councilman

Miller, Councilman Pisarcik, Council President Merinuk
Nays 0
Absent 3 Councilman Fleming, Councilwoman Miller, Councilwoman O'Connor
Abstain 0

Closed Session began at 7:54 pm
Closed Session ended at 8:35 pm

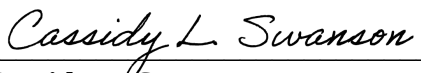
Councilman Miller made a motion to end Closed Session and re-enter into the Regular Business meeting, seconded by Councilwoman Harwell.

Adjournment

There being no further business, Councilman Hagerty made a motion to adjourn, seconded by Councilwoman Harwell. Motion approved by a unanimous voice vote.

Meeting adjourned 8:36 p.m.

Respectfully submitted,



Cassidy L. Swanson,
City Clerk

NOTICE PURSUANT TO N.J.S.A 10:4-8(d)

The items listed on this tentative agenda of the Mayor and Council President of the City of Woodbury constitutes the agenda to the extent known at the time of posting. Since this agenda is tentative, items may be added and/or deleted prior to the commencement of the meeting. Formal action may or may not be taken regarding each item listed on the final agenda.