

November 26, 2013

A Work Session of the Borough Council of the Borough of Avalon was held on Tuesday, November 26, 2013 at 4:00 p.m. in the Meeting Room, 3100 Dune Drive, Avalon, New Jersey.

Attendance: Public ----- 6

Reporters ----- 0

The Meeting was called to order by Council President Ellenberg.

Pledge of allegiance.

<u>Roll call:</u>	Council President Ellenberg	Present
	Council Vice President Covington	Present
	Councilman Dean	Present
	Councilwoman Hudanich	Absent
	Councilman McCorristin	Present

Also present:

Andrew J. Bednarek Business Administrator
Stephen D. Barse, Esquire, Borough Solicitor
Police Chief William McCormick
William Macomber, Director of Public Works/Utilities
Paul E. Short, Sr., Code Enforcement Officer
Thomas R. Thornton, P.E., Borough Engineer, Hatch Mott Macdonald, LLC
William Serber, Esquire, Serber & Konschak

Council President Ellenberg read the Open Public Meetings Act Announcement.

Notice of this Work Session was included in the Annual Schedule of Meetings dated June 12, 2013. It was given to the news media and posted on the Official Bulletin Board as required by law.

Further discussion regarding sale of Borough property (5' x 110' strip of land on 26th Street).

William Serber, Esquire explained the request to purchase the 5' x 110' strip of land on 26th Street per his letter dated October 29, 2013, a copy of which is attached to the minutes.

Discussion followed recapping the history of the matter and Council agreed to proceed with a Resolution hiring an appraiser to be prepared for the December 18, 2013 Regular Meeting.

Discussion regarding Resolution authorizing Hatch Mott Macdonald, LLC to provide surveying, permitting, sediment sampling, design services, preparation of plans, specifications and advertisement for bids for the back bay dredging project.

Thomas R. Thornton, P.E., Borough Engineer, Hatch Mott Macdonald, LLC reviewed the proposal for this project, a copy of which is attached to the minutes.

Brief discussion followed and Council agreed to proceed with a Resolution to be voted upon the Regular Meeting this evening.

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Discussion regarding Resolution authorizing renewal of Borough Contract No. 12-01, maintenance of Borough owned grounds and garden plots for an additional term commencing February 1, 2014 through December 31, 2014 (11 months) in the amount of three hundred sixty-two thousand three hundred eighty-eight dollars and fifty-nine cents (\$362,388.59).

Council discussed this renewal item briefly and agreed to proceed with a Resolution to be prepared for the December 18, 2013 Regular Meeting.

Discussion regarding Resolution authorizing renewal of Borough Contract No. 13-02, custodial and cleaning services for Borough facilities for an additional one (1) year term commencing January 1, 2014 through December 31, 2014 in the amount of sixty-one thousand one hundred five dollars and ninety-three cents (\$61,105.93).

Council discussed this renewal item briefly and agreed to proceed with a Resolution to be prepared for the December 18, 2013 Regular Meeting.

Discussion regarding Resolution authorizing renewal of an agreement with Senior Travel Service of Cape May Court House, NJ to guarantee the availability of transportation services to assist in the evacuation of Borough residents in the event of a natural or other emergency on an as needed basis for a one (1) year term commencing January 1, 2014 through December 31, 2014.

Council discussed this renewal item briefly and agreed to proceed with a Resolution to be prepared for the December 18, 2013 Regular Meeting.

Discussion regarding Resolution authorizing an agreement between the Borough of Avalon and Ransome CAT Rental Power of Bensalem, PA for portable generator to provide standby electrical power to an evacuation shelter on an as needed basis for an additional term commencing January 1, 2014 through December 31, 2014.

Council discussed this item briefly and agreed to proceed with a Resolution to be prepared for the December 18, 2013 Regular Meeting.

Discussion regarding a Resolution authorizing the release of the performance guarantee in the amount of fifteen thousand (\$15,000.00) dollars submitted by Johnson Minor Subdivision for Block 19.06, Lots 115 & 116, 403 20th Street in the Borough of Avalon.

Council had no problem with the release of this bond and a Resolution to be prepared for the December 18, 2013 Regular Meeting.

Discussion regarding 2014 professional services proposals:

Non-fair and open (contract anticipated to exceed \$17,500.00):

Ford, Scott & Associates, LLC, Auditing Services
Thomas R. Thornton, P.E., Borough Engineer, Hatch Mott Macdonald
Howard Marlowe, Marlowe & Company, Government Affairs Consultant and Lobbyist
for the Borough of Avalon
Marsh & McLennan, Agency, Associates, LLC, Risk Management Consultant to
perform various professional services relative to the Atlantic County Municipal
Joint Insurance Fund and Municipal Excess Liability Joint Insurance Fund
Scott D. Taylor, CLA, AICP, PP, Taylor Design Group, Inc., Professional Planner and
Landscape Architect for the Borough of Avalon

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Non-fair and open (contract anticipated to exceed \$17,500.00) Continued:

Kendra A. Lelie, Clarke Caton Hintz, Professional Planner for the Planning/Zoning Board of the Borough of Avalon
Joseph H. Maffei, P.E., P.P., C.M.E., Engineering Design Associates, Engineer for the Planning/Zoning Board of the Borough of Avalon
Dean R. Marcolongo, Esquire, Office of Nathan Van Embden, Solicitor for the Planning/Zoning Board of the Borough of Avalon
V-COMM, LLC, Telecommunications Technical Consultant
James A. Waldron, Management Consultant for Governmental Affairs
Lomax Consulting Group for Environmental Consulting Services
Michael J. Donohue, Esquire as Special Counsel for the Borough of Avalon
Neil Yoskin, Esquire, Sokol, Behot & Fiorenzo as Special Litigation Counsel and Special Environmental Counsel for the Borough of Avalon

Under the non-fair and open threshold (contract anticipated to fall below \$17,500.00):

Alan I. Gould, Esquire, Special Conflict Counsel/Administrative Hearing Officer
Thomas G. Smith, Esquire, Tax Appeal Counsel
Triad Associates, Pursuing State and Federal financial resources for community development, housing and economic development initiatives
Bay Atlantic Symphony for July 4, 2014 performance

Over \$17,500.00 but exempt from the pay-to-play non-fair and open requirement because vendor is the college:

Dr. Stewart C. Farrell, Director, Coastal Research Center, The Richard Stockton College of NJ, Beach Monitoring Services, Task 1 and Contingency

Council discussed these proposals briefly and agreed to proceed with Resolutions to be prepared for the December 18, 2013 Regular Meeting.

Discussion regarding annual Resolutions:

Designating the Borough Clerk and Deputy Borough Clerk to issue Certificates as to Liability for Assessment of Municipal Improvements.
Andrew J. Bednarek as Public Agency Compliance Officer.
Andrew J. Bednarek as Fund Commissioner and James V. Craft as Alternate Fund Commissioner to the Atlantic County Municipal Joint Insurance Fund for the Borough of Avalon.
Michael J. Donohue, Esquire as Municipal Prosecutor.
Michael Sorensen, Esquire as Municipal Public Defender.
Library Trustee (Memo attached.)
Planning/Zoning Board Members. (Memo attached.)
Vendors with State Contracts.
Cash Management Plan. (Resolution Page 2 with changes attached.)

Council had no problem with these annual items and agreed to proceed with Resolutions to be prepared for the December 18, 2013 Regular Meeting.

Discussion regarding Resolution appointing Class II Special Officers for the Borough of Avalon.

Council had no problem with these appointments and agreed to proceed with a Resolution to be voted upon the Regular Meeting this evening.

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Public Comments:

Sue Ellenberg, Recreation Department invited everyone to attend Festive Friday and Snowfest Saturday and thanked everyone involved in the planning of the events.

Motion made by Council President Ellenberg, seconded by Councilman Dean to adjourn the Work Session.

<u>ROLL CALL VOTE:</u>	Council Vice President Covington	Aye
	Councilman Dean	Aye
	Councilwoman Hudanich	Absent
	Councilman McCorristin	Aye
	Council President Ellenberg	Aye

Work Session adjourned at 4:44 p.m.

Respectfully submitted,

Amy W. Kleuskens, Borough Clerk

David B. Ellenberg, Council President