



CITY OF VENTNOR  
COMMISSION MEETING  
JANUARY 13 2022 05:30 PM

VIRTUAL

Ventnor City Commission is inviting you to a scheduled Zoom meeting.

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1. **Call to Order**

2. **Flag Salute**

3. **Roll Call**

4. **Open Public Meeting Announcement**

On December 27, 2021 and January 3<sup>rd</sup> 2022 Official notice of this meeting was given to the Press of Atlantic City, The Mainland Journal and the Current and was duly posted on the City Bulletin Board and on the City Website.

5. **Presentation**

1) None

6. **Department Head Reports (If Needed)**

7. **Capital Discussion (If needed)**

THE FOLLOWING ITEMS ARE SCHEDULED FOR ACTION AT THE 01.13.2022 REGULAR PORTION  
COMMISSION MEETING

8. **Minutes**

1) November 18, 2021 Regular

**9. Ordinance Introduction**

- 1) 2022-001 CALENDAR YEAR 2022 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

**10. Resolutions/Contract(s)**

(Resolutions 2022-001 thru 2022-050)

Consent Agenda includes items of business which are not controversial & do not require individual discussion. A motion approving the consent Agenda is moved, seconded & voted upon as one item by the City Commissioners. If any discussion is requested on a consent Agenda item, it is removed from the Consent Agenda to the Regular Agenda)

- a. 2022-001 Award contract for City Auditor- Ford Scott & Associates
- b. 2022-002 Award contract for Planning and Grant Assistance-James Rutala
- c. 2022-003 Award contract for Conflict Solicitor- Parker McCay
- d. 2022-004 Award contract for General Tax Council-Hank Rovillard
- e. 2022-005 Award contract for Risk Management Consultant
- f. 2022-006 Award contract for Bond Council- Archer & Greiner
- g. 2022-007 Award contract for Health Insurance Broker-Professional Benefit Consultants, Inc
- h. 2022-008 Award contract for Continuing Disclosure Agent-NW Financial Group LLC
- i. 2022-009 Award contract for Financial Advisor of Record- NW Financial Group LLC
- j. 2022-010 Award contract for Labor Relations Council-Gruccio Pepper Desanto & Ruth
- k. 2022-011 Appointing Alcohol and Drug Testing
- l. 2022-012 Authorizing a Professional Services contract for Police training to the Rogers Group LLC
- m. 2022-013 Authorizing agreement with Atlanticare for Medical Surveillance Program for Firefighters, Police and Public Works and any new hires for the City as required
- n. 2022-014 Authorizing a contract for Human Resources/Personnel Consultant-Cynthia Cotton
- o. 2022-015 Appointing George R Brown Appraiser for State Tax Court
- p. 2022-016 Authorizing contract with Jersey Professional Management Corporation and Maria Mento, as Temporary Acting City Administrator
- q. 2022-017 Authorizing contract with Jersey Professional Management Corporation for Management Consulting Services

- r. 2022-018 Authorizing the Mayor to execute an agreement with Emergency Training & Consulting (ETC)
- s. 2022-019 Authorize Annual Schedule for City Commissioners Meetings / Sunshine Notice
- t. 2022-020 Designation of Official Newspaper(s)
- u. 2022-021 Designate Public Agency Compliance Officer (PACO) -Lisa Hand
- v. 2022-022 Establishing rules of order and conduct for City Commission Meetings
- w. 2022-023 Designating Bank Depositories
- x. 2022-024 Adopting a Cash Management Plan
- y. 2022-025 2022 Temporary Budget
- z. 2022-026 Appointing James Goos Fund Commissioner and Joe Iannuzzelli as alternate
- aa. 2022-027 Appointing contact person for the Employment Practices Liability Helpline with the Atlantic County Municipal Joint Insurance Fund
- bb. 2022-028 Appointing JIF Safety Coordinator-Donna Peterson
- cc. 2022-029 Authorizing the Tax Assessor to handle appeals
- dd. 2022-030 Authorizing the Tax Collector to charge interest on any delinquent taxes (property and or sewer) after the due date for the payment of the same and a ten (10) day grace period for the year 2022
- ee. 2022-031 Authorizing the Tax Collector to process property and/or sewer tax refund and cancellation of refund or delinquency of less than ten dollars (\$10.00) for the year 2022
- ff. 2022-032 Authorizing Public Employee Bonds
- gg. 2022-033 Appointing a Police Custodian of records
- hh. 2022-034 Appointing Class III Member to the Planning Board for 2022
- ii. 2022-035 Appointing members to the Planning Board for the year 2022
- jj. 2022-036 Appointing the Green Team Advisory Committee
- kk. 2022-037 Appointing the Municipal Alliance Committee
- ll. 2022-038 Appointing Ad Hoc Citizen Advisory Committee 2022
- mm. 2022-039 Appointing Members of the City of Ventnor Creative Team of 2022 (Ventnor Arts Alliance)
- nn. 2022-040 Shared services with ACUA Digital Media

- oo. 2022-041 EAP Services
- pp. 2022-042 Award contract for NJEIT Financing for Bond Council-Joel Fleishman
- qq. 2022-043 Appointing Margaret Pacanowski Tax Collector
- rr. 2022-044 Authorizing Refund for a water/sewer overpayment
- ss. 2022-045 Self Examination of the 2022 Municipal Budget
- tt. 2022-046 Waiver of Fees for Special Events for 2022
- uu. 2022-047 Governor's Council on Alcoholism and Drug Abuse Application for Fiscal Grant Cycle July 1,2022-June 30,2023
- vv. 2022-048 Adopting a Wellness Policy
- ww. 2022-049 Promoting Joseph Wooton Police Captain
- xx. 2022-050 Promoting Marc Franco Police Sergeant

**11. Approval of Bills and Payrolls**

**12. Discussion Items**

**13. Public Portion (on any items that have been discussed so far)**

The Ventnor City Commission welcomes participation of interested organizations and individuals during workshop/regular, as well as, special meetings. However, in order for the Commission to conduct the business of the City on the most productive manner possible, public comment on specific agenda items, questions comments during the workshop or at the end of regular meetings or during special meeting will be limited to three (3) minutes per person on issues. If you wish to address the Commission, please step up to the microphone at the appropriate time and state your name and address.

**14. Close Workshop portion of the meeting**

(This closes the workshop portion of tonight's meeting)

CALL TO ORDER (The Regular portion of the meeting)

**15. Approval of Minutes**

- 1) November 18, 2021 Regular

**16. Ordinance Introduction**

- 2) 2022-001 CALENDAR YEAR 2022 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

**17. Resolutions:**

Motion to Adopt Resolutions 2022-001 through 2022-050 by Consent (Consent Agenda includes items of business which are not controversial & do not require individual discussion. A Motion approving the consent Agenda is moved, seconded & voted upon as one item by the City Commissioners. If any discussion is requested on a consent Agenda item, it is removed from the Consent Agenda to the Regular Agenda)

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| 2022-001 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING FORD SCOTT & ASSOCIATES FOR CITY AUDITOR  |
| 2022-002 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING JAMES RUTALA FOR PLANNING AND GRANT ASSISTANCE  |
| 2022-003 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING PARKER MCCAY AS CONFLICT ATTORNEY   |
| 2022-004 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING HANK ROVILLARD FOR GENERAL TAX COUNSEL  |
| 2022-005 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING RISK MANAGEMENT CONSULTANT  |
| 2022-006 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING ARCHER & GREINER FOR BOND COUNSEL   |
| 2022-007 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING PROFESSIONAL BENEFITS CONSULTANT, INC FOR HEALTH INSURANCE BROKER   |
| 2022-008 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING NW FINANCIAL LLC FOR CONTINUING DISCLOSURE AGENT  |
| 2022-009 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING NW FINANCIAL LLC FOR FINANCIAL ADVISOR  |
| 2022-010 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING GRUCCIO PEPPER DESANTO & RUTH AS LABOR RELATIONS COUNSEL NOT TO EXCEED \$20,000.00  |
| 2022-011 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING ALCOHOL AND DRUG TESTING  |
| 2022-012 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING A PROFESSIONAL SERVICE CONTRACT FOR POLICE TRAINING TO THE ROGERS GROUP LLC NOT TO EXCEED \$14,653.00  |
| 2022-013 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH ATLANTICARE FOR MEDICAL SURVEILLANCE PROGRAM FOR FIREFIGHTERS, POLICE AND PUBLIC WORKS AND ANY NEW HIRES FOR THE CITY OF VENTNOR AS REQUIRED |
| 2022-014 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING A PROFESSIONAL SERVICES CONTRACT FOR HUMAN RESOURCES/PERSONNEL CONSULTANT   |
| 2022-015 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING GEORGE R. BROWN AS APPRAISER FOR STATE TAX COURT NO TO EXCEED \$5,000.00  |
| 2022-016 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING CONTRACT WITH JERSEY PROFESSIONAL MANAGEMENT CORPORATION AND MARIA MENTO FOR TEMPORARY ACTING CITY ADMINISTRATOR NOT TO EXCEED \$156,250.00  |
| 2022-017 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING CONTRACT WITH JERSEY PROFESSIONAL MANAGEMENT CORPORATION FOR MANAGEMENT CONSULTING SERVICES IN THE AMOUNT OF \$12,150.00   |
| 2022-018 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH EMERGENCY TRAINING & CONSULTING (ETC) NOT TO EXCEED \$2,200.00  |
| 2022-019 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING ANNUAL SCHEDULE FOR COMMISSIONERS MEETING/SUNSHINE NOTICE  |
| 2022-020 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY DESIGNATION OF OFFICIAL NEWSPAPERS   |
| 2022-021 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING LISA H. HAND PUBLIC AGENCY COMPLIANCE OFFICER (PACO)  |
| 2022-022 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY ESTABLISHING RULES OF ORDER AND CONDUCT FOR CITY COMMISSIONERS MEETINGS  |
| 2022-023 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY DESIGNATING BANK DEPOSITORIES  |

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| 2022-024 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY ADOPTING A CASH MANAGEMENT PLAN FOR THE CITY OF VENTNOR CITY FOR THE 2022 FISCAL YEAR  |
| 2022-025 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING A TEMPORARY BUDGET FOR 2022  |
| 2022-026 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING JAMES GOOS AS FUND COMMISSIONER AND JOE IANNUZZELLI AS ALTERNATE  |
| 2022-027 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING CONTACT PERSON FOR THE EMPLOYMENT PRACTICES LIABILITY HELPLINE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND   |
| 2022-028 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING OF JIF SAFETY COORDINATOR   |
| 2022-029 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING THE TAX ASSESSOR TO HANDLE APPEALS   |
| 2022-030 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO CHARGE INTEREST ON ANY DELINQUENT TAXES (PROPERTY AND/OR SEWER ) AFTER THE DUE DATE FOR THE PAYMENT OF THE SAME AND A TEN (10) DAY GRACE PERIOD FOR THE YEAR 2022 |
| 2022-031 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO PROCESS PROPERTY AND/OR SEWER TAX REFUND AND CANCELLATION OF REFUND OR DELINQUENCY OF LESS THAN TEN DOLLARS (\$10.00) FOR THE YEAR 2022                           |
| 2022-032 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING PUBLIC EMPLOYEE BONDS  |
| 2022-033 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING A POLICE CUSTODIAN OF RECORDS   |
| 2022-034 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING THE CLASS III MEMBER TO THE PLANNING BOARD, PURSUANT TO N.J.S.A. 40:55D FOR THE YEAR OF 2022  |
| 2022-035 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING THE PLANNING BOARD FOR THE YAR OF 2022  |
| 2022-036 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING THE GREEN TEAM ADVISORY COMMITTEE FOR 2022  |
| 2022-037 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING THE VENTNOR CITY MUNICIPAL ALLIANCE COMMITTEE MEMBERS   |
| 2022-038 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING INDIVIDUALS TO THE AD HOC CITIZEN ADVISORY COMMITTEE 2022   |
| 2022-039 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING A MEMBER(S) OF THE CITY OF VENTNOR CREATIVE TEAM OF 2022 (VENTNOR ARTS ALLIANCE)  |
| 2022-040 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING A SHARED SERVICES AGREEMENT WITH ATLANTIC COUNTY UTILITIES AUTHORITY AND THE CITY OF VENTNOR FOR DIGITAL MEDIA CONSULTING SERVICES   |
| 2022-041 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING THE EMPLOYEE ASSISTANCE PROGRAM (EAP) SERVICES FOR THE YEAR OF 2022  |
| 2022-042 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING JOEL FLEISHMAN FOR NJEIT FINANCING FOR BOND COUNSEL   |
| 2022-043 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY APPOINTING MARGARET PACANOWSKI TAX COLLECTOR   |
| 2022-044 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING A REFUND FOR WATER/SEWER OVERPAYMENT   |
| 2022-045 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY FOR SELF EXAMINATION OF THE 2022 MUNICIPAL BUDGET  |
| 2022-046 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING THE WAIVER OF FEES FOR THE APPLICATION FOR SPECIAL EVENTS FOR CITY SPONSORED EVENTS FOR 2022   |

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| 2022-047 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY AUTHORIZING THE SUBMISSION OF APPLICATION FOR FISCAL GRANT CYCLE JULY 1, 2022-JUNE 30, 2023 |
| 2022-048 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY ADOPTING A WELLNESS POLICY IN THE CITY OF VENTNOR   |
| 2022-049 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY PROMOTING JOSEPH WOOTON OFF A CERTIFIED LIST TO THE TITLE OF POLICE CAPTAIN (02727)         |
| 2022-050 | A RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC, STATE OF NEW JERSEY PROMOTING MARC FRANCO OFF A CERTIFIED LIST TO THE TITLE OF POLICE SERGEANT (02739)          |

**18. Approve Bills & Payrolls**

**19. Announcements / Safety Report** (if needed)

**20. Commissioner Comments/Reports**

**21. Public Comment**

The Ventnor City Commission welcomes participation of interested organizations and individuals during workshop/regular, as well as, special meetings. However, in order for the Commission to conduct the business of the City on the most productive manner possible, public comment on specific agenda items, questions comments during the workshop or at the end of regular meetings or during special meeting will be limited to three (3) minutes per person on issues. If you wish to address the Commission, please step up to the microphone at the appropriate time and state your name and address.

**22. Executive Session** (if Necessary)

**23. Adjournment**

Lisa H. Hand, RMC City Clerk