

CITY OF SALEM
COMMON COUNCIL CAUCUS MEETING MINUTES
MAY 8, 2023
6:30 PM

OPENING 6:30 PM – Council President Gage

PLEDGE OF ALLEGIANCE – Council President Gage

INVOCATION – Council President Gage

STATEMENT OF ADVERTISEMENT Read by the Clerk.

Notice of this meeting has been provided to the South Jersey Times and the Elmer Times and is posted on the City Hall Bulletin Board stating the time and the place of the meeting.

ROLL CALL:

Present: Cline, Davis, Gregory, Slaughter, Smith, Gage

Absent: Kellum, Groce

APPROVAL OF BILLS:

Motion: Gregory Second Smith All present voted in favor in a voice vote.

CERTAIN RULES OF COUNCIL MEETINGS AS READ BY THE CLERK

PUBLIC PORTION FOR AGENDA ITEMS ONLY:

Motion to go to open public portion on agenda items only:

Motion: Gregory Second Smith All present voted in favor in a voice vote.

The public is instructed that this portion of the meeting is provided for comments and questions on Agenda items only. There will be a public portion later in the meeting for general comments and questions. Please state your name and address, street name only for the record.

Ms. Roots, Salem asked about the Resolution for the road project and Mr. Angeli explained that it was part of the road project financed from Supplemental Transitional Aid.

Motion to close public portion on agenda items:

Motion: Gregory Second Smith All present voted in favor in a voice vote.

COMMUNICATIONS/APPLICATIONS/REPORTS:

Approval of an Entertainment License for Southern Jersey Family Medical Centers Family Festival with NJ First Lady Tammy Murphy on May 20, 2023 from 11AM to 3PM at MLK Park.

Approval of an Entertainment License for Alberte Olivier for a pre-school graduation Celebration on June 10, 2023 from 4PM to 7PM at MLK Park.

Approval of an Entertainment License for Beautiful Vessels Housing and Family Development for a Community Outreach on June 16, 2023 from 10AM to 12:30PM at MLK Park

Motion: Gregory Second Smith All present voted in favor in a voice vote.

INTRODUCTION OF RESOLUTIONS FOR CONSIDERATION:

RES. 2023-157 A RESOLUTION APPROVING ENGINEERING SERVICES FOR THE 2022
SUPPLEMENTAL AID ROAD PROJECTS

Motion: Gregory Second Smith All present voted in favor in a voice vote.

RES. 2023-158 A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC
IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY
OPEN PUBLIC MEETINGS ACT, NJSA 10:4-12 These items are for
(7) *Matters relating to litigation, negotiations and attorney-client privilege*
(8) *Matters relating to the employment relationship*

Motion: Gregory Second Smith All present voted in favor in a voice vote.

RES. 2023-159 RESOLUTION TO CANCEL TAXES ON CITY PROPERTY

Motion: Gregory Second Smith All present voted in favor in a voice vote.

COMMITTEE REPORTS:

ADMINISTRATION (Gage, Gregory, Groce, Kellum)

No report

PUBLIC SAFETY (Davis, Slaughter, Groce, Gage)

The committee had a productive meeting and were working on several items.

PUBLIC WORKS (Groce, Gregory, Gage, Smith)

No report

ORDINANCE (Cline, Smith, Kellum)

The Committee was looking at a loitering Ordinance

NEIGHBORHOOD INITIATIVES/PARKS AND RECS (Slaughter, Smith, Cline, Davis)

The committee was looking at sites for parks.

ECONOMIC AND COMMUNITY DEVELOPMENT (Smith, Davis, Gregory, Cline)

No report

QIZ COMMITTEE REPORT (Cline, Gregory, Groce, Gage)

No report

MAYORAL COMMENTS:

The Mayor spoke about the street lights that were out in the City.

ADMINISTRATOR REPORT:

No report

CFO REPORT:

No report

OLD BUSINESS:

None

NEW BUSINESS:

None

PUBLIC PORTION:

Motion to open the public portion of the meeting.

Motion: Gregory Second Smith All present voted in favor in a voice vote.

The public is instructed that this portion of the meeting is provided for comments and questions on any matter. Please state your name and address, street name only for the record.

Mr. Corbin was concerned that the pool would not be open again. He spoke about the condition of the corner at Davis and Magnolia.

Motion to close the public portion of the meeting.

Motion: Gregory Second Smith All present voted in favor in a voice vote.

EXECUTIVE SESSION:

Motion to go into Executive Session

Motion: Gregory Second Smith All present voted in favor in a voice vote.

Motion to close Executive Session

Motion: Gregory Second Smith All present voted in favor in a voice vote.

ADJOURNMENT:

Motion to adjourn the meeting.

Motion: Gregory Second Smith All present voted in favor in a voice vote.

Minutes respectfully submitted by:



Ben Angeli, BMC

**CITY OF SALEM
RESOLUTION 2023-157**

**A RESOLUTION APPROVING ENGINEERING SERVICES FOR THE 2022
SUPPLEMENTAL AID ROAD PROJECTS**

WHEREAS, in 2022 City was awarded \$3,215,000.00 in Supplemental Aid for road upgrades; and

WHEREAS, the City of Salem approved a contract with Bryson and Yates Consulting Engineers as the City's Municipal Road/Street Project Engineers for the calendar year 2023; and

WHEREAS, City requires engineering services related to the reconstruction of various roads in the City; and

WHEREAS, Bryson and Yates Consulting Engineers has submitted a proposal to perform specific services in the amount of \$185,100.00 related to the **Base Bid project** regarding the inspection and engineering, surveying and contract administration as detailed in their letter dated April 27, 2023 attached hereto; and

WHEREAS, Bryson and Yates Consulting Engineers has submitted a proposal to perform specific services in the amount of \$192,050.00 related to the **Alternate 1 project** regarding the inspection and engineering, surveying and contract administration as detailed in their letter dated April 27, 2023 attached hereto; and

WHEREAS, the funding is available for said services through the 2022 Supplemental Aid for Road Projects the CFO has certified that the funds are available for the engineering services. (G-02-40-365-203).

NOW, THEREFORE BE IT HEREBY RESOLVED by the Common Council of the City of Salem, County of Salem and State of New Jersey, that Bryson and Yates Consulting Engineers are authorized to commence the services in accordance with the proposal dated April 27, 2023 attached hereto for the inspection and engineering, surveying and contract administration services related to **Base Bid Project and Alternate 1 Project**.

BE IT FURTHER RESOLVED, that the Mayor is authorized to execute an agreement for services in accordance with this Resolution.

ATTEST:



Ben Angeli, RMC

CITY OF SALEM



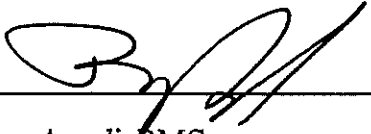
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline			X			
R. Davis			X			
T. Gregory	X		X			
V. Groce						X
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on May 8, 2023.

5-8-23

Date



Ben Angeli, RMC



BRYSON & YATES

CONSULTING ENGINEERS, LLC

Jonathan A. Bryson, P.E., C.M.E.
President

Bret T. Yates
Vice President

307 Greentree Road
Sewell, New Jersey 08080
Phone 856-589-1400
Fax 856-582-7976

April 27, 2023
File No. 23038

Ben Angeli, RMC, City Clerk
City of Salem
17 New Market Street
Salem, New Jersey 08079

**Re: 2023 Salem Road Improvements
City of Salem, Salem County, New Jersey
Proposal for Engineering Services**

Dear Mr. Angeli:

We are pleased to submit our proposal for engineering design services for the above referenced project. The following is a detailed description of our services for surveying, design, and the preparation of technical specifications and construction inspection services in compliance with the NJDOT standards.

SCOPE OF WORK

I. Survey

Upon authorization, Bryson & Yates (B&Y) would mobilize its survey crew to perform a topographic survey of the roadway. All existing physical features within the project area will be obtained.

The survey crew will also obtain cross sections along the length of the roadway at 50-foot intervals, as well as, at critical areas such as driveway locations. The survey would obtain grade information at the roadway centerline, road gutters, and at adjacent front yards and driveways of the properties that front along the street. Top and bottom of curb elevations would also be obtained in the areas that are curbed. The limit of the topographic survey would extend to a point approximately 20-feet beyond the gutter line of the street.

Our services would not include property or right-of-way surveying. Accordingly, our plans would be based solely on available old mapping and/or tax map data for right-of-way and property line drawing.

B&Y will submit requests to all utility companies and authorities to delineate any underground or aboveground utilities, along with approximate depths. While this office recommends the addition of a 5 year moratorium, it will be the City Council's decision on whether to instate one or not. Should a 5 year moratorium be instated, a notification of 5-year moratorium on roadway openings will be submitted with the requests for as-built and utility information.



This proposal does not include the services to perform utility test pits to verify locations and depths of utilities, since no subsurface construction is anticipated as part of this project.

II. Design

The design of the roadway resurfacing will include a plan and profile of the existing and proposed street as to ensure a completed roadway with effective drainage of stormwater runoff. Since the dimensions of the street would be unchanged as a result of the resurfacing project, no additional runoff would occur as a result of the improvements. Accordingly, no down gradient properties would be affected by resurfacing of the existing paved street. Furthermore, no construction of stormwater management facilities is planned for inclusion with this project except for upgrades of inlet castings to eco-castings for compliance with NJDEP rules (as required).

Construction will include milling and resurfacing the roadway. Prior to overlay, any deteriorated or damaged curbing and aprons will be replaced on an "if and where directed" basis. After the completion of the flatwork, the roadway will be milled. Where the asphalt base paving in the roadway is found to be in good condition after milling, it will be left undisturbed and overlaid to add structural integrity with transitions to meet existing at each end. HMA base paving will be used only where required for selective full depth patching, prior to overlay.

The design plans will include a Cover Sheet, Legend and Typical Section Sheet, Construction Plans (number of sheets as required), Grading Plans (number of sheets as required), Construction Detail Sheets (number of sheets as required), and Soil Erosion & Sediment Control Plan with Notes & Details.

The typical construction details will include at a minimum, but not be limited to, concrete curb, concrete sidewalk, concrete apron construction, HMA apron construction, curb ramp construction and HMA paving sections. All details will be in accordance with the NJDOT standard construction details.

III. Technical Specifications

After the completion of the design plans, this office will prepare the contract and technical specifications based on the 2019 NJDOT Standard Specifications for Road and Bridge Construction. The documents will include general conditions, a form of proposal, bid forms, and supplemental specifications relative to the project. All documents will be provided to the Solicitor for review and approval prior to bidding.

IV. Construction Inspection Services

B&Y will provide construction inspection and monitoring during construction. This office will document the construction progress, materials used, soil preparation and compaction, roadway resurfacing work, and interpretation of the contract documents. B&Y will also review and provide recommendations on requests for change orders (as required) and the Contractor's invoices and requests for payments.



Construction management services for the project would include the following:

- a. Prepare the advertisement and receive bids at the Municipal Building.
- b. Review public bids and recommend award to the City and submit bid summary and recommendations to the Owner and to the State.
- c. Assistance in the preparation of agreement and review of bonds.
- d. Consult and advise the City during construction.
- e. Hold and attend pre-construction meeting, and invite utilities, County, and State agencies.
- f. Check detailed construction drawings submitted by contractors for compliance with design.
- g. Review laboratory, shop, and mill test reports of materials and equipment.
- h. Perform final site inspection and report on completed project; verify proper construction of ADA compliant ramps and striping.
- i. Provide daily observation of construction activities and confirm that said contractor is following contract requirements.
- j. Prepare any recommendations of payment.
- k. Prepare Final Change Order using NJDOT approved format. Acquire signatures of Contractor, Mayor, and Engineer.

Price Proposal – Consultant Services:

Bryson & Yates proposes to perform the above surveying, design, permitting, technical specifications, and inspection services for a total fee, which will be billed on an hourly basis, not to exceed value noted below:

BASE BID – Meadowside Lane, Long Lane, Wesley Street (Chestnut Street to Oak Street), Delaware Drive, Carpenter Street (Oak Street to Terminus), Thompson Street

I.	<i>Survey, Mapping & Design</i>	<i>\$74,050.00</i>
II.	<i>Construction Management & Inspection</i>	<i>\$111,050.00</i>
	<i>Total Fee to Engineer</i>	<i>\$185,100.00</i>

Additional alternate roadways may be selected by the City and added-on the base bid fee at an additional cost, which will not exceed values noted below:



ALTERNATE 1 – Smith Street (Walnut to Eakin Street), Linden Street, Eakin Street (Route 49 to Sinnickson Street), Wesley Street (Walnut Street to Olive Street), Magnolia Street

I.	<i>Survey, Mapping & Design</i>	<i>\$76,800.00</i>
II.	<i>Construction Management & Inspection</i>	<i>\$115,250.00</i>
	<i>Total Fee to Engineer</i>	<i>\$192,050.00</i>

For invoicing purposes, we would bill the services associated with Sections I and II on an hourly basis in accordance with our attached 2023 Rate Schedule adopted by the City Committee.

If the City should find this proposal acceptable, this office can proceed immediately upon receipt of a resolution authorizing services or a purchase order.

Should you have any questions, please contact this office at your convenience.

Respectfully,
BRYSON & YATES CONSULTING ENGINEERS LLC

A handwritten signature in black ink, appearing to read 'Bryson & Yates'.

Bret T. Yates
Vice President

ZDT

**CITY OF SALEM
RESOLUTION 2023-158**

**A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC
IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY
OPEN PUBLIC MEETINGS ACT, NJSA 10:4-12 These items are for**

- (7) *Matters relating to litigation, negotiations and attorney-client privilege*
(8) *Matters relating to the employment relationship*

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12b permits a public body to go into a closed session during a public meeting to discuss certain matters as follows:

(1) *Matters Required by law to be confidential:* Any matter which by express provision of the Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

(2) Any matter in which the release of information would impair the right to receive federal funding.

(3) *Matters involving individual privacy:* Any matter, the disclosure of which constitutes an unwarranted invasion of individual privacy such as records, data, reports, recommendations or other personal material of any education, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including, but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned.

(4) *Matters pertaining to a collective bargaining agreement:* Any matter involving a collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

(5) *Matters relating to the purchase, lease acquisition of real property or investment of public funds:* Any matter involving the lease, purchase or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

(6) *Matters of public protection:* Any tactic and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection.

(7) *Matters relating to litigation, negotiations and attorney-client privilege:* Any matter of pending or anticipated litigation or contract negotiation other than in (4) above in which the Board is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required for the attorney to exercise ethical duties as a lawyer.

(8) *Matters relating to the employment relationship:* Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all of the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public.

(9) *Deliberations after public hearing.* Deliberations by the Board occurring after a public hearing that may result in a civil penalty or the suspension or loss of a license or permit of a responding party; and

WHEREAS, the City Council has determined that it is necessary to go into a closed session to discuss certain matters relating to the items as permitted by N.J.S.A. 10:4-12b

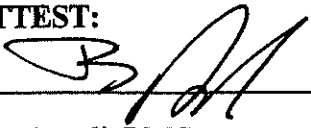
NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Salem that the Council will go into closed session to discuss the following, in accordance with the aforesaid provisions of the Open Public Meetings Act, after which it will reconvene in the public:

(7) *Matters relating to litigation, negotiations and attorney-client privilege*

BE IT FURTHER RESOLVED that the minutes of the closed session will be made available to the public when the need for privacy no longer exists.

ATTEST:

CITY OF SALEM





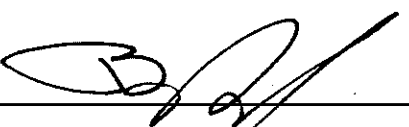
Ben Angeli, RMC

Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline						
R. Davis						
T. Gregory						
V. Groce						
S. Kellum						
G. Slaughter						
C. Smith						
E. Gage						

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on May 8, 2023.

5-8-23



Date

Ben Angeli, RMC

**CITY OF SALEM
RESOLUTION 2023-159**

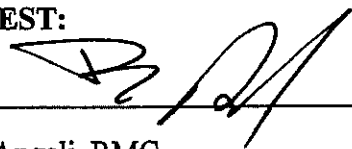
RESOLUTION TO CANCEL TAXES ON CITY PROPERTY

WHEREAS, the properties listed below are now APPROVED FOR VETERAN DEDUCTION,

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Salem, County of Salem, State of New Jersey, at their regular meeting held on May 8th, 2023 hereby memorializes the cancellation by the Tax Collector of the following for the Tax Year 2023 per N.J.S.A. 54:4-8.11.

Block	Lot	Address	Amount
39	10	180 N UNION ST	\$ 250.00

ATTEST:



Ben Angeli, RMC

CITY OF SALEM



Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline						
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