

# REGULAR MEETING MINUTES CITY COMMISSION – MARGATE CITY

**NOVEMBER 18, 2021**

**MARGATE CITY, NEW JERSEY**

THE ATLANTIC CITY PRESS AND THE STAR LEDGER WERE NOTIFIED OF THIS MEETING AND A COPY OF THE SAME WAS POSTED ON THE BULLETIN BOARD AND THE MUNICIPAL WEBSITE.

The Regular Meeting of the Board of Commissioners was held on the above date at 4:00 p.m. in person at Margate City Hall, 1 South Washington Avenue, Margate, NJ.

**Johanna Casey, City Clerk:** Reads the statement of compliance followed with the flag salute and roll call is taken: Mayor Michael Becker and Commissioner John Amodeo and Commissioner Maury Blumberg were present. Johanna Casey, Fred Verna, Chief Daniel Adams, Chief Matthew Hankinson, and Ed Dennis were also present.

**Approval of Minutes:**

The minutes from the November 4, 2021 Workshop/Capital Meeting and Regular Meeting were approved as read on motion by Commissioner Amodeo, seconded by Commissioner Blumberg, with a vote of three ayes.

**Public Comment:**

**Susan Iannucci-Capello,** N. 222 Delevan Ave.: Speaks on her frustration with not being able to resolve damage to her home due to the Reconstruction of Amherst Avenue-Phase I Project.

**Mayor Becker:** Just as frustrated with the issues involved with the Reconstruction of Amherst Avenue-Phase I.

**Ed Dennis:** Speaks on the final paving that is part of the Reconstruction of Amherst Avenue-Phase I. States there is a list of damages that were given to Remington & Vernick Engineers.

**Rich Deaney:** Requests a list of property damage complaints passed on to the contractor and not already involved in Reconstruction of Amherst Avenue-Phase I lawsuits. Will speak to the city's lawyer about these damages to homes.

**Daniel Gorniowski,** 7702 Amherst Ave.: Speaks on contacting Travelers Insurance if a homeowner, with damages from the Reconstruction of Amherst Avenue-Phase I Project, does not have a lawyer and having tax's adjusted if a home was damaged. Speaks on the how long a process it is taking to resolve the issues with the Reconstruction of Amherst Avenue-Phase I. Requests all city inspections to be done on the same day and time.

Seeing that there were no more comments, a motion to close public comment was put forth by Commissioner Amodeo, and seconded by Commissioner Blumberg, with a vote of three ayes.

**Public Comment on Resolutions Only:**

Seeing that there were no comments, a motion to close public comment on Resolutions adoption was put forth by Commissioner Amodeo, and seconded by Commissioner Blumberg with a vote of three ayes.

**Ordinances: Introduction:** None

**Ordinances: Public/Adoption:** None

**Resolutions:**

A motion to adopt **Resolution #239-2021**, authorizing the payment of claims, was put forth by Commissioner Amodeo, Seconded by Commissioner Blumberg, with a vote of three ayes.

**RESOLUTION #239-2021  
PAYMENTS OF CLAIMS  
MARGATE CITY BILL LIST / PREVIOUSLY PAID  
NOVEMBER 18, 2021**

**WHEREAS**, the Board of Commissioners of the City of Margate City, in the County of Atlantic, State of New Jersey are in receipt of the semimonthly claims submitted by the Chief Financial Officer for payment:

<b><u>BILLS LIST AMOUNT:</u></b>	\$930,870.06
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<b><u>PREVIOUSLY PAID:</u></b>	\$ 42,696.13
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**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners does hereby approve the Margate City Bill List / Previously Paid, and that all claims and bills attached here to be paid in full.

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Purchase Order Listing By P.O. Number

Page No: 1

P.O. Type: All  
 Range: First to Last  
 Format: Condensed  
 Include Non-Budgeted: Y

Open: N  
 Rcvd: Y  
 Bid: Y

Paid: N  
 Held: N  
 State: Y

Void: N  
 Aprv: N  
 Other: Y  
 Exempt: Y

First Enc Date Range: First to 11/18/21

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
19-00850	05/15/19	REMINGTON & VERNICK Contract No: U1420002	FY 2017 Muni Aid admin/observ	Open	740.00	0.00	C
20-00295	02/07/20	REMINGTON & VERNICK Contract No: U1530001	Prep app- Tidelands @ Shelter	Open	250.00	0.00	C
20-01189	08/28/20	REMINGTON & VERNICK Contract No: U1590002	Amherst Promenade Admin/observ	Open	627.00	0.00	C
20-01567	12/03/20	REMINGTON & VERNICK Contract No: U1550002	2020 Benson Tank painting A&O	Open	444.00	0.00	C
21-00027	01/12/21	COMCAST	2021 INTERNET ACCESS	Open	2,119.94	0.00	B
21-00035	01/12/21	JPM JERSEY PROFESSIONAL MANAGEMENT Contract No: C2100007	2021 Acting Admin & Management	Open	5,487.00	0.00	C
21-00037	01/12/21	CIOETACO Cioeta Consulting, LLC Contract No: C2100009	Human Resources Professional	Open	2,870.00	0.00	C
21-00042	01/12/21	SWIFT LA SWIFT LAW FIRM Contract No: C2100014	2021 Public Defender	Open	400.00	0.00	C
21-00045	01/12/21	ROVILLAR HANK ROVILLARD, ESQ., LLC Contract No: C2100016	2021 Special Tax Counsel	Open	2,214.00	0.00	C
21-00053	01/12/21	VITAL Vital Communications, INC Contract No: C2100002	2021 Assessment Service/MOD IV	Open	100.00	0.00	C
21-00055	01/12/21	FASTENAL Fastenal Company	Carpenter Supplies	Open	240.90	0.00	B
21-00064	01/12/21	REMINGTON & VERNICK	2021 Maintenance Guarantee Ins	Open	407.00	0.00	B
21-00069	01/13/21	BARRIER BARRIER PEST CONTROL LLC	2021 Exterminating Service	Open	675.00	0.00	B
21-00074	01/13/21	CASA CASA PAYROLL SERVICE	2021 Payroll Service	Open	513.65	0.00	B
21-00085	01/13/21	CHAD STO Chad Stocking	retirement payment per MCEA	Open	1,000.00	0.00	B
21-00087	01/14/21	COLONIAL Colonial Electrical Supply Inc		Open	523.03	0.00	
21-00090	01/14/21	J CINCOT Joseph Cincotta	2021 LG Pension	Open	535.76	0.00	
21-00091	01/14/21	JGALLAGH JAMES GALLAGHER	2021 LG Pension	Open	247.15	0.00	
21-00092	01/14/21	JOHN SLA John Slattery, III	2021 LG Pension	Open	157.72	0.00	
21-00093	01/14/21	KING GEORGE KING	2021 LG Pension	Open	384.13	0.00	
21-00094	01/14/21	MICHAEL MICHAEL CINCOTTA	2021 LG Pension	Open	765.86	0.00	
21-00095	01/14/21	ORCHARDS ORCHARDS HYDRAULIC SERVICE, INC	Hydraulic Lines	Open	61.62	0.00	
21-00096	01/14/21	MICHAELB Michael Baylinson	2021 LG Pension	Open	532.64	0.00	
21-00097	01/14/21	GENTILIN GENTILINI FORD, INC.	Vehicle Repairs	Open	401.92	0.00	
21-00098	01/14/21	RICHKUGE RICHARD H. KUGEL	2021 LG Pension	Open	1,959.75	0.00	
21-00099	01/14/21	SMALLWOOD CARL SMALLWOOD	2021 LG Pension	Open	532.62	0.00	
21-00110	01/15/21	MIRACLE MIRACLE CHEMICAL COMPANY	15% Sodium Hypochlorite	Open	2,088.64	0.00	
21-00184	01/21/21	OLD CAPE OLD CAPE, INC.	Concrete / Asphalt	Open	89.25	0.00	
21-00191	02/01/21	ABELSLLC Abel's Cleaning Agency, LLC Contract No: C2100022	2021 Janitorial Feb thru Dec	Open	4,200.27	0.00	C
21-00230	01/25/21	AE STONE A.E. STONE, INC.	Hot and Cold Patch	Open	162.68	0.00	
21-00244	01/27/21	SOMERS P SOMERS POINT LUMBER, INC.	Lumber - Bulkhead	Open	234.12	0.00	
21-00259	01/28/21	BWSTESTO B.W.Stetson Warehouse	Coffee Supplies	Open	175.50	0.00	
21-00271	02/01/21	VERIZON1 Verizon Wireless	Air Cards-Police Vehilces	Open	200.20	0.00	B
21-00272	02/01/21	VERIZON1 Verizon Wireless	cellular service	Open	975.76	0.00	B
21-00273	02/01/21	VERIZON10 Verizon Connect NWF, Inc.	GPS service public works	Open	447.42	0.00	B
21-00275	02/01/21	NJOHSS NJ DEPT HEALTH & SENIOR SVCS	DOG LICENSE REPORT	Open	1.20	0.00	
21-00276	02/01/21	G MEDOFF Geraldine Medoff	Tai Chi & Chair Yoga	Open	400.00	0.00	
21-00288	02/02/21	ONECONCE One Call Concepts, Inc.	Mark Out Request - Jan 2021	Open	264.55	0.00	



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Purchase Order Listing By P.O. Number

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PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
21-00318	02/10/21	MANOS Manos Law Firm, LLC. Contract No: C2100021	PLANNING BOARD SOLICITOR	Open	3,225.00	0.00	C
21-00319	02/10/21	ANIMAL SAMUEL W. HOLLAND DBA Contract No: C1900011	2021 ANIMAL CONTROL SERVICES	Open	700.00	0.00	C
21-00335	02/11/21	RALPHCLA RALPH CLAYTON & SONS	Concrete	Open	1,449.48	0.00	
21-00342	01/01/21	HORIZON3 Horizon Healthcare	2021 FSA admin fees	Open	30.00	0.00	B
21-00362	02/01/21	JOHNTOLA John J Toland III	2021 Lifeguard Pension payment	Open	678.88	0.00	
21-00365	02/19/21	REMGINTO REMINGTON & VERNICK Contract No: U1450002	Safe Streets Transit A&O	Open	1,406.00	0.00	C
21-00398	03/03/21	SAMS Sam's Club	Supplies	Open	285.52	0.00	
21-00484	03/21/21	SAMS Sam's Club	Fire Department Supplies	Open	201.27	0.00	
21-00509	03/29/21	ALIANO Aliano Brothers General Contract No: U1600000	Fire Station #2 Addition	Open	104,843.72	0.00	C
21-00514	03/30/21	BSNSPORT BSN Sports, LLC	Sports Equipment	Open	72.00	0.00	
21-00542	04/07/21	REMGINTO REMINGTON & VERNICK Contract No: T4490000	2021 Tax Map revisions	Open	4,150.00	0.00	C
21-00543	04/07/21	REMGINTO REMINGTON & VERNICK Contract No: U1610001	2021 Curb & Gutter design	Open	6,796.00	0.00	C
21-00544	04/07/21	REMGINTO REMINGTON & VERNICK Contract No: U1650001	21 Muni Aid-Phase2Amherst Ave	Open	13,954.00	0.00	C
21-00545	04/07/21	REMGINTO REMINGTON & VERNICK Contract No: U1640001	Ventnor Ave Bridal Path North	Open	22,808.00	0.00	C
21-00610	04/22/21	REMGINTO REMINGTON & VERNICK Contract No: U1600002	Firehouse #2 bidding/constr	Open	3,187.00	0.00	C
21-00640	04/27/21	REMGINTO REMINGTON & VERNICK Contract No: U1670001	Citywide dredging permit Phs I	Open	2,216.00	0.00	C
21-00641	04/27/21	REMGINTO REMINGTON & VERNICK Contract No: U1680001	Interior Renovations Muni Bldg	Open	21,112.00	0.00	C
21-00659	08/09/21	WB MASON W.B. MASON CO., INC.	Municipal Bld office Supplies	Open	25.98	0.00	
21-00666	04/30/21	HARRING Harring Fire Protection, LLC	Sta. 1 Kitchen System Inspect	Open	150.00	0.00	
21-00679	05/04/21	AMAZ0005 Amazon Capital Services, Inc.	Fire Dept. Materials/Supplies	Open	362.64	0.00	
21-00693	05/10/21	CHASEMAN CHASE MANHATTAN BANK	Interest- 2013 Refunded Bonds	Open	46,400.00	0.00	
21-00756	05/26/21	WB MASON W.B. MASON CO., INC.	janitorial supplies	Open	274.95-	0.00	B
21-00796	11/04/21	LANGUAGE LANGUAGE SERVICES ASSOC., INC.	Telephonic Interpreting	Open	39.90	0.00	
21-00805	06/08/21	HOHMANN Innovative Leadership	3 Assessments - recreation	Open	340.00	0.00	
21-00834	06/17/21	REMGINTO REMINGTON & VERNICK Contract No: U1630002	Well #5 admin & observation	Open	74.00	0.00	C
21-00843	06/16/21	REMGINTO REMINGTON & VERNICK Contract No: U1690002	Emerg water main Clermont AO	Open	592.00	0.00	C
21-00873	06/25/21	DMCGIN Dan McGinnis	Basketball Referee	Open	120.00	0.00	
21-00874	06/25/21	CHRIS K CHRIS KANE	Referee	Open	175.00	0.00	
21-00906	07/07/21	TRACEY Tracey Blake	Gymnastics Camp/classes	Open	1,820.00	0.00	
21-00939	07/09/21	FELDMAN Ananda Lynn Feldman	Basketball Referee	Open	120.00	0.00	
21-00958	07/13/21	HOOBER Hooper Inc.	Parts for Tractors	Open	1,568.21	0.00	
21-00968	07/19/21	ROGER MC Roger D. McLarnon	Continuing Ed	Open	33.44	0.00	
21-01021	08/04/21	USABLU USA BLUEBOOK	PW Supplies	Open	72.60	0.00	
21-01033	08/10/21	EUROFINS Eurofins QC, Inc.	Water Testing	Open	904.50	0.00	
21-01061	08/17/21	SIGNALCO SIGNAL CONTROL PRODUCTS, INC.	New GPS control-Atlantic Ave	Open	16,675.00	0.00	
21-01066	08/18/21	REMGINTO REMINGTON & VERNICK Contract No: T4520000	Public Works/PD site analysis	Open	18,242.00	0.00	C
21-01190	09/01/21	WINDSTRE Windstream	Telephone Service	Open	2,680.36	0.00	B
21-01203	09/30/21	RSACC Rich Saccoccia	Referee	Open	120.00	0.00	
21-01207	09/30/21	KELLY C Kelly Crawford	Soccer Referee	Open	110.00	0.00	



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PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
21-01217	09/01/21	VCOMM V-COMM, LLC Contract No: C2100033	TELECOMM SERVICES SEPT-DEC 21	Open	2,081.25	0.00	C
21-01257	10/13/21	AMAZ0005 Amazon Capital Services, Inc.	Halloween - Trunk or Treat	Open	152.61	0.00	
21-01267	10/14/21	PROFORMA PROFORMA DYNAMIC RESOURCES	PW Sign Flag & Table Throw	Open	1,128.61	0.00	
21-01268	10/14/21	JILLSNYD Jill Snyder	Mosaic Class	Open	3,120.00	0.00	
21-01284	10/18/21	AMAZ0005 Amazon Capital Services, Inc.	Trunk or Treat	Open	122.26	0.00	
21-01290	10/19/21	CUBOID Cuboid Stone LLC	Station 2 Kitchen Cabinets	Open	4,711.22	0.00	
21-01293	10/19/21	REMINGTO REMINGTON & VERNICK Contract No: U1610002	2021 curb & gutter admin/obser	Open	390.00	0.00	C
21-01310	10/26/21	REMINGTO REMINGTON & VERNICK	Planning Escrow P293-1	Open	520.00	0.00	
21-01311	10/26/21	REMINGTO REMINGTON & VERNICK	Planning Escrow P294-1	Open	298.00	0.00	
21-01314	10/27/21	TRICOUNT Tri-County Building Supplies	City Hall Building Repair	Open	210.58	0.00	
21-01321	10/28/21	AMAZ0005 Amazon Capital Services, Inc.	building supplies	Open	1,712.02	0.00	
21-01324	10/28/21	VARS1005 Varsity Scoreboards, LLC	Replacement Scoreboard Panel	Open	550.00	0.00	
21-01325	10/29/21	CARLT005 Carl Tripician	Conflict Prosecutor	Open	300.00	0.00	
21-01326	10/29/21	AMAZ0005 Amazon Capital Services, Inc.	LeafBlower Parts	Open	33.74	0.00	
21-01338	11/04/21	IRONMOUN IRON MOUNTAIN	record storage nov 2021	Open	659.91	0.00	
21-01339	11/04/21	SHOPRITE Village SuperMarkets, Inc.	Veterans Lunch Supplies	Open	47.53	0.00	
21-01340	11/04/21	INTER005 International Assoc of Arson	Investigator Dues - 1 Year	Open	100.00	0.00	
21-01341	11/04/21	EASTC005 East Coast Flag & Flagpole Inc	Historic City Hall Flag Pole	Open	450.00	0.00	
21-01342	11/01/21	SAMS Sam's Club	wellness items	Open	242.79	0.00	
21-01344	11/04/21	MOSSMANS MOSSMANS BUSINESS MACHINE INC	copier contract oct 2021	Open	380.73	0.00	
21-01345	11/05/21	SITEONE SITEONE LANDSCAPE SUPPLY LLC	Landscaping - Plants	Open	119.95	0.00	
21-01346	11/05/21	WATERENV WATER ENVIRONMENT FEDERATION	Professional Operator Member	Open	117.00	0.00	
21-01347	11/05/21	ESO ESO Solutions, INC	Annual Software Maintenance	Open	9,477.03	0.00	
21-01349	10/19/21	RICH FIR RICH FIRE PROTECTION Contract No: C2100036	2021 Fire System Servicing	Open	295.00	0.00	C
21-01350	11/08/21	EUROFINS Eurofins QC, Inc.	Monitoring Well State Form	Open	25.00	0.00	
21-01351	11/08/21	REMINGTO REMINGTON & VERNICK	Planning escrow P295-1	Open	520.00	0.00	
21-01352	11/08/21	REMINGTO REMINGTON & VERNICK	Planning escrow P296-1	Open	298.00	0.00	
21-01353	11/08/21	REMINGTO REMINGTON & VERNICK	Planning escrow P297-1	Open	446.00	0.00	
21-01357	11/09/21	STEPH010 Stephen Jasiecki	Sustainable Jersey luncheon	Open	105.00	0.00	
21-01363	11/10/21	ERIKS Erik's Painting, LLC.	prep and paint	Open	1,950.00	0.00	
21-01365	11/12/21	CITYPROL CITY OF MARGATE PAYROLL ACCT	Payroll for 11/18/2021	Open	520,141.93	0.00	
21-01366	11/12/21	CITYPROL CITY OF MARGATE PAYROLL ACCT	payroll for 11/18/2021	Open	48,272.82	0.00	
21-01367	11/12/21	PAYROLL MARGATE CITY PAYROLL ACCOUNT	payroll for 11/18/2021	Open	20,822.25	0.00	
21-01371	11/15/21	ATLANTIC ATLANTIC COAST ALARM, INC.	Municipal Building	Open	173.00	0.00	
Total Purchase Orders: 111 Total P.O. Line Items: 0 Total List Amount: 930,870.06 Total Void Amount: 0.00							

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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
APPROPRIATIONS	1-01	646,752.82	0.00	0.00	646,752.82
	1-05	56,169.81	0.00	0.00	56,169.81
Year Total:		702,922.63	0.00	0.00	702,922.63
	C-04	211,879.72	0.00	0.00	211,879.72
	C-06	1,850.00	0.00	0.00	1,850.00
Year Total:		213,729.72	0.00	0.00	213,729.72
	T-12	1.20	0.00	0.00	1.20
	T-14	14,216.51	0.00	0.00	14,216.51
Year Total:		14,217.71	0.00	0.00	14,217.71
Total Of All Funds:		930,870.06	0.00	0.00	930,870.06

City of Margate  
Additional Bill List - Previously Paid

For meeting on 11/18/2021

Current Fund	PO #	Vendor	Description	Amount	Date Paid	Check #
	21-00035	JPM	Acting BA	\$ 4,389.60	11/6/2021	66566
	21-00035	JPM	Acting BA	\$ 4,464.00	11/6/2021	66566
	21-00018	Delta Dental	Out Claims	\$ 6,441.06	11/10/2021	66570
	21-01356	Verizon	Various phone lines	\$ 1,664.14	11/10/2021	66569
	21-00132	AC Electric	Various Street Lights	\$ 16,323.66	11/10/2021	66567
	21-01360	US BANK CUST/PRO	LIEN REDEMPTION	\$ 1,675.25	11/10/2021	66571

Total Current Account \$ 40,477.73

Water Sewer	PO #	Vendor	Description	Amount	Date Paid	Check #
	21-00035	JPM	Acting BA	\$ 1,097.40	11/6/2021	64187
	21-00035	JPM	Acting BA	\$ 1,121.00	11/6/2021	64187

Total Water Sewer \$ 2,218.40

Capital	PO #	Vendor	Description	Amount	Date Paid	Check #
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Total LIFEGUARD PENSION Account \$ -

Total Paid All Funds \$ 42,696.13

**Consent Agenda:**

A motion to adopt the Consent Agenda for **Resolution #240-2021 thru Resolution #250-2021**, was put forth by Commissioner Amodeo, Second by Commissioner Blumberg, with a vote of three ayes.

**RESOLUTION #240-2021****APPROVAL OF MARGATE CITY COMMUNICATIONS OPERATORS AGREEMENT  
JANUARY 1, 2022 THROUGH DECEMBER 31, 2025**

**WHEREAS**, the City of Margate City, in the County of Atlantic, State of New Jersey has been in negotiation with the Margate City Communications Operators for a new collective bargaining agreement for a contract term of January 1, 2022 through December 31, 2025; and

**WHEREAS**, an agreement has been reached between the parties as reflected in the attached document; and

**WHEREAS**, said agreement is fair and equitable to the parties involved.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the City of Margate City, County of Atlantic, State of New Jersey that the Mayor is hereby authorized to execute and the City Clerk to attest to said Collective Bargaining Agreement between the City of Margate City and the Margate City Communications Operators, covering the time period from January 1, 2022 through December 31, 2025.

**BE IT FURTHER RESOLVED** that the City Clerk is hereby authorized to advertise this award of contract according to law in the Atlantic City Press and is further authorized to forward a copy of this resolution to the following:

1. Mathew Hankinson, Chief of Police
2. Lisa McLaughlin, Chief Financial Officer
3. Richard Deane, Business Administrator

**Resolution #242-2021****Adoption of the****Atlantic County Multi-Jurisdictional Natural Hazard Mitigation Plan**

**WHEREAS**, the City of Margate City in Atlantic County, New Jersey, has experienced natural hazards that result in public safety hazards and damage to private and public property; and

**WHEREAS**, the hazard mitigation planning process set forth by the State of New Jersey and the Federal Emergency Management Agency offers the opportunity to consider natural hazards and risks, and to identify mitigation actions to reduce future risk; and



**WHEREAS**, the New Jersey Office of Emergency Management is providing federal mitigation funds to support development of the Atlantic County Multi-Jurisdictional Natural Hazard Mitigation Plan; and

**WHEREAS**, a Hazard Mitigation Plan has been developed by the Mitigation Planning Committee; and

**WHEREAS**, the Hazard Mitigation Plan includes a prioritized list of mitigation actions including activities that, over time, will help minimize and reduce safety threats and damage to private and public property; and

**WHEREAS**, the draft plan was provided to each participating jurisdiction and was posted on the County Office of Emergency Management website so as to introduce the planning concept and to solicit questions and comments; and to present the Plan and request comments, as required by law.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Commissioners of the City of Margate City:

1. The Atlantic County Multi-Jurisdictional Natural Hazard Mitigation Plan second update, as approved by the New Jersey Office of Emergency Management and the Federal Emergency Management Agency, is hereby adopted as an official plan of the City of Margate City in the County of Atlantic.
2. The municipal departments identified in the Plan are hereby directed to pursue implementation of the recommended high priority activities that are assigned to their departments.
3. Any action proposed by the Plan shall be subject to and contingent upon budget approval, if required, which shall be at the discretion of the Mayor and Commission and this resolution shall not be interpreted so as to mandate any such appropriations.
4. The Emergency Management Coordinator is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress, and shall prepare an annual progress report to be submitted to the Atlantic County Office of Emergency Management according to the predetermined timeline and procedures outlined in the Plan's Section 7: Plan Maintenance and Integration.
5. That the Municipal Clerk is authorized to date and certify this resolution immediately upon approval by the New Jersey Office of Emergency Management and the Federal Emergency Management Agency.

**RESOLUTION #243-2021  
AUTHORIZING AWARD OF CONTRACT FOR  
TWO (2) ROOFTOP AC UNITS FOR MARGATE CITY POLICE  
DEPARTMENT FACILITY THROUGH  
CAMDEN COUNTY EDUCATIONAL SERVICE COMMISSION  
COOPERATIVE PRICING AGREEMENT TO CM3 BUILDING  
SOLUTIONS, INC.**

**WHEREAS**, the Board of Commissioners of the City of Margate City, County of Atlantic, State of New Jersey are desirous of two(2) Rooftop AC Units which serve the Deceives Room and the Patrol Supervisor's Room at the Margate City Police Department Facility; and

**WHEREAS**, Resolution #266-2018 authorized the Board of Commissioners of the City of Margate City to become a participating member of the Camden County Educational Cooperative Pricing System; and

**WHEREAS**, CM3 Building Solutions, Inc. is a participating member of the Camden County Cooperative Pricing Agreement #66CCESC and has submitted a proposal for two(2) Rooftop AC Units which serve the Deceives Room and the Patrol Supervisor's Room at the Margate City Police Department Facility in the amount of \$45,000.00; and

**WHEREAS**, the Chief Financial Officer has certified to the Commission that there are funds in the amount of \$45,000.00 available for the purpose of a contract in the Capital Ordinance 01-2021 C-04-55-986-905.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the City of Margate City is duly authorized to accept the proposal from CM3 Building Solutions, Inc. for two(2) Rooftop AC Units which serve the Deceives Room and the Patrol Supervisor's Room at the Margate City Police Department Facility for \$45,000.00.

**BE IT FURTHER RESOLVED** that the City Clerk is hereby authorized to forward a copy of this resolution to the following:

1. Lisa McLaughlin, Chief Financial Officer
2. Richard S. D'Ascenzo, CM3 Building Solution, Inc., 185 Commerce Drive,  
Fort Washington, PA 19034
3. Fred Verna, Facilities Manager

**CERTIFICATION OF AVAILABILITY OF FUNDS**

Pursuant to 40A:4-57, I, Lisa McLaughlin, Chief Financial Officer of the City of Margate, County of Atlantic, do hereby certify that the below listed funds are available.

**Contract:**

Two (2) Rooftop AC Units for the Police Department  
Camden County Educational Service Commission Cooperative #66CCEPS

Resolution #: 243-2021

Resolution Date: 11/18/2021

**Vendor:**

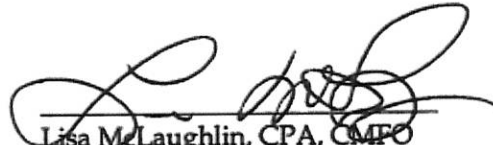
CM3 Building Solutions, Inc  
Fort Washington, PA

**Contract Amount:**

\$45,000.00

**Source of Funds:**

Capital Ordinance 01-2021 C-04-55-986-905 \$45,000.00

  
Lisa McLaughlin, CPA, CMFO  
Chief Municipal Finance Officer  
Margate City, New Jersey

11/18/21  
Date

**RESOLUTION #244-2021****Governor's Council on Alcoholism and Drug Abuse  
Fiscal Grant Cycle July 2022-June 2023**

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

**WHEREAS**, the Board of Commissioners of the City of Margate City, County of Atlantic, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our



society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

**WHEREAS**, the City of Margate Commission further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

**WHEREAS**, the City of Margate Commission has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Atlantic.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Margate, County of Atlantic, State of New Jersey hereby recognizes the following:

1. The Margate City Commission does hereby authorize submission of a strategic plan for the Margate/Longport Municipal Alliance grant for fiscal year 2023 in the amount of:

DEDR	\$5,231.09
Cash Match	\$1,307.77
In-Kind	\$3,923.32
2. The Margate City Commission acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

**RESOLUTION #245-2021**

**AUTHORIZING AGREEMENT BETWEEN THE BAY ATLANTIC SYMPHONY,  
THE MARGATE CITY LIBRARY AND THE CITY OF MARGATE CITY  
TO PROVIDE A NEW YEARS EVE CLASSICAL MUSIC CONCERT**

**WHEREAS**, the Board of Commissioners of the City of Margate City, County of Atlantic, State of New Jersey are desirous to provide a New Year's Eve Classical Music Concert for the residents of Margate City; and

**WHEREAS**, the Bay Atlantic Symphony has provided a proposal dated October 13, 2021 for a classical music concert at 7:30 p.m. on December 31, 2021 at the Dominic A. Potena Performing Arts Center in the amount of \$42,000.00 to be paid \$21,000.00 by the Margate City Library and \$21,000.00 by the City of Margate City; and

**WHEREAS**, the Chief Financial Officer has certified to the City Commissioners that there are adequate funds available in account 1 - 0 1 - 3 0 - 4 2 0 - 2 9 0 Celebration of Public Events for the purpose of awarding of this contract for \$21,000.00.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Commissioners of the City of Margate City that it does hereby award a contract to The Bay Atlantic Symphony as per their 50% portion of the proposal for a New Year's Eve Classical Music Concert in an amount not to exceed \$21,000.00,

**BE IT FURTHER RESOLVED** that the certified copy of this resolution be forwarded to the following:

1. Lisa McLaughlin, Chief Financial Officer
2. Brian McPeak, Executive Director of the Bay Atlantic Symphony, 1616 Pacific Avenue, Suite 308, Atlantic City, NJ 08401

**CERTIFICATION OF AVAILABILITY OF FUNDS**

Pursuant to 40A:4-57, I, Lisa McLaughlin, Chief Financial Officer of the City of Margate, County of Atlantic, do hereby certify that the below listed funds are available.

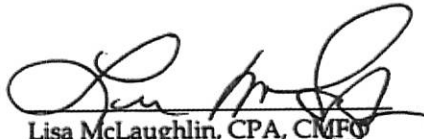
Contract:  
New Years Eve Concert

Vendor:  
Bay Atlantic Symphony

Contract Amount: \$21,000.00  
Resolution Date: 11/18/21  
Resolution #: 245-2021

Source of Funds:

Celebration of Public Events 1-01-30-420-290 \$21,000.00

  
Lisa McLaughlin, CPA, CMFO  
Chief Municipal Finance Officer  
Margate City, New Jersey

11/18/21  
Date

**RESOLUTION #246-2021  
AUTHORIZING AN EXTENSION OF CONTRACT TO  
BARKER, GELFAND, JAMES & SARVAS, P.C.  
FOR EMPLOYMENT LAW SERVICES**

**WHEREAS**, the Board of Commissioners of the City of Margate City, in the County of Atlantic, State of New Jersey has a need for Employment Law Services and a contract was awarded to Barker, Gelfand, James and Sarvas, P.C. on December 3, 2020 Resolution #239-2020 in the amount of \$18,000.00; and

**WHEREAS**, the Board of Commissioners of The City of Margate City approved Resolution #186-2021, September 2, 2021 to increase the contract of Barker, Gelfand, James and Sarvas, P.C. for an additional amount not to exceed \$12,000.00; and

**WHEREAS**, the Board of Commissioners of The City of Margate City has the need to increase the contract of Barker, Gelfand, James and Sarvas, P.C. for additional amount not to exceed \$15,000.00 with a new contract amount of \$45,000.00; and

**WHEREAS**, the Chief Financial Officer has certified to the City Commissioners that there are sufficient funds available for in the following account: Legal-Labor 1-01-20-155-256 in the amount of \$15,000.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the City of Margate City that the contract with Barker, Gelfand, James and Sarvas, P.C. be increased in an amount not to exceed \$15,000.00 and a new contract amount of \$45,000.00.

**BE IT FURTHER RESOLVED** that the City Clerk is authorized to forward a certified copy of this resolution to the following:

1. Barker, Gelfand, James and Sarvas, P.C., 210 New Road, Suite 12, Linwood, NJ 08221
2. Lisa McLaughlin, Chief Financial Officer

**Certification Of Availability of Funds**

This is to certify to the of the City of Margate City that funds for the following resolutions are available.

Contract Amount: 45,000.00  
Resolution Date: 11/18/21  
Resolution Number: 245-2021

Vendor: BARKER Barker, Gelfand,  
James & Sarvas  
210 New Road Suite 12  
Linwood, NJ 08221

Contract: C2100008 Employment Law Services 2021

Account Number	Amount	Department Description
1-01-20-155-256	15,000.00	LEGAL
Total	15,000.00	

Only amounts for the 2021 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

  
Chief Financial Officer 11/18/21



**RESOLUTION #247-2021  
AUTHORIZING CHANGE ORDER #3 (INCREASE)  
FIRE STATION #2 ADDITION**

**WHEREAS**, the Board of Commissioners of the City of Margate City, County of Atlantic, State of New Jersey authorized Resolution #76-2021 on April 1, 2021 awarding a contract to Aliano Brothers General Contractors, Inc., 2560 Industrial Way, Vineland, NJ 08360 as per their proposal for Fire Station #2 Addition, in an amount of \$604,840.00; and

**WHEREAS**, Edward Dennis, City Engineer, has prepared a letter dated October 5, 2021 regarding an increase in Change Order #1 that relates to upsized and additional gas piping, extra for discontinued split system, additional lighting, data, receptacles and CATV in the amount of \$20,203.00 resulting in a new contract total of \$625,043.00; and

**WHEREAS**, Edward Dennis, City Engineer, has prepared a letter dated October 28, 2021 regarding an increase in Change Order #2 that relates to fire sprinkler revisions and duct and insulation work on second floor addition in the amount of \$13,512.00 resulting in a new contract total of \$638,555.00; and

**WHEREAS**, Edward Dennis, City Engineer, has prepared a letter dated October 28, 2021 regarding an increase in Change Order #3 that relates to two hour fire wall in the amount of \$7,030.00 resulting in a new contract total of \$645,585.00; and

**WHEREAS**, the Chief Financial Officer has certified to the Margate City Board of Commissioners that there are sufficient funds in the amount of \$7,030.00 available under Ord 02-2020 account: C-04-55-985-902 account for approval of this change order.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the City of Margate City, County of Atlantic, State of New Jersey does hereby approve Change Order #3 (Increase) to the contract with Aliano Brothers General Contractors, Inc., 2560 Industrial Way, Vineland, NJ 08360 to the new contract amount \$645,585.00.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the following:

1. Lisa McLaughlin, Chief Financial Officer
2. Edward Dennis, City Engineer
3. Aliano Brothers General Contractors, Inc., 2560 Industrial Way, Vineland, NJ 08360

Certification Of Availability of Funds

This is to certify to the of the City of Margate City that funds for the following resolutions are available.

Contract Amount: 645,585.00  
Resolution Date: 11/18/21  
Resolution Number: 247-2021

Vendor: ALIANO Aliano Brothers General  
Contractors, Inc.  
2560 Industrial Way, Suite A  
Vineland, NJ 08360

Contract: U1600000 Fire Station #2 Addition

Account Number	Amount	Department Description
C-04-55-985-902	7,030.00	Ordinance 02-2020
Total	7,030.00	

Only amounts for the 2021 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

  
Chief Financial Officer

**RESOLUTION #248-2021  
AUTHORIZING FIRST AMENDMENT TO LEASE AGREEMENT WITH  
T-MOBILE NORTHEAST LLC  
COMMUNICATION SITE**

**WHEREAS**, the Board of Commission of the City of Margate City, County of Atlantic, State of New Jersey and T-Mobile Northeast LLC entered into a Lease Agreement dated September 21, 2006; and

**WHEREAS**, the Board of Commission and T-Mobile Northeast LLC wish to amend the lease agreement in order to modify the equipment on the Gladstone Avenue water tank.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the City of Margate City, County of Atlantic, State of New Jersey formally approve the Amendment to Lease Agreement with T-Mobile Northeast LLC.

**BE IT FURTHER RESOLVED** that the Mayor and the City Clerk are hereby authorized to sign the Amendment to Lease Agreement on behalf of the City of Margate City and their signature constitutes acceptance of the terms and conditions of the Amendment to the Lease Agreement.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution shall be forwarded to the following:

1. Lisa McLaughlin, Chief Financial Officer
2. Roger McLarnon, Qualified Purchasing Agent
3. T-Mobile Northeast LLC

**RESOLUTION #249-2021**

**AUTHORIZING THE AWARD OF CONTRACT TO MARATHON ENGINEERING &  
ENVIRONMENTAL SERVICES  
PHASE I ENVIRONMENTAL SITE ASSESSMENT FOR  
123 NORTH BENSON, 203 NORTH BENSON, 210 NORTH BENSON, AND 209 NORTH  
DECATUR AVENUES**

**WHEREAS**, the City of Margate City, in the County of Atlantic, State of New Jersey has a need for an Environmental Site Assessment for 123 North Benson Avenue, 203 North Benson Avenue, 210 North Benson Avenue and 209 North Decatur Avenue; and

**WHEREAS**, this Contract is being considered without competitive bidding due to Resolution #23-2021 Naming Qualified Engineering Firms as a Shared Service with the City of Ventnor and is an exception to the Local Public Contracts Law, *N.J.S.A. 40:11A-5 (1)(a)(i)*.; and

**WHEREAS**, Marathon Engineering & Environmental Services, 1616 Pacific Avenue, Suite 501, Atlantic City, NJ 08401, has submitted a proposal dated October 20, 2021 to provide the necessary work for the Phase I Environmental Site Assessment; and

**WHEREAS**, Roger McLarnon, Municipal Purchasing Agent, submitted a letter of recommendation dated November 15, 2021 that the contract be awarded to the lowest responsible bidder Marathon Engineering & Environmental Services, 1616 Pacific Avenue, Suite 501, Atlantic City, NJ 08401 as per their bid proposal in an amount of \$2,250.00; and

**WHEREAS**, the Chief Financial Officer has certified to the City Commission of the City of Margate City, County of Atlantic, State of New Jersey that there are adequate funds in the amount of \$2,250.00 in following account Capital Ordinance 07-2019 C-04-55-984-901 for approval.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the City of Margate City, County of Atlantic, State of New Jersey that it does hereby award a contract to Marathon Engineering & Environmental Services, 1616 Pacific Avenue, Suite 501, Atlantic City, NJ 08401, as per their bid proposal for Phase I Environmental Study for 123 North Benson Avenue, 203 North Benson Avenue, 210 North Benson Avenue and 209 North Decatur Avenue in an amount not to exceed \$2,250.00, and that the award of contract be advertised according to law one time in the Press of Atlantic City newspaper.



Certification Of Availability of Funds

This is to certify to the of the City of Margate City that funds for the following resolutions are available.

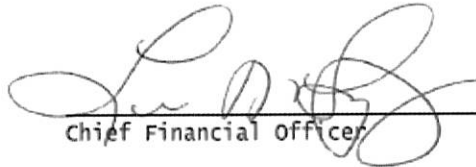
Contract Amount: 2,500.00  
Resolution Date: 11/18/21  
Resolution Number: 249-2021

Vendor: MARATHON Marathon Engineering &  
Environmental Services  
1616 Pacific Avenue Ste 501  
Atlantic City, NJ 08401

Contract: C2100037 Phase I Environmental Site  
Assessment: 123, 203, 209  
210 N. Benson Avenue

Account Number	Amount	Department Description
C-04-55-984-901	2,500.00	Ordinance 07-2019
Total	2,500.00	

Only amounts for the 2021 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

  
Chief Financial Officer**RESOLUTION #250-2021****AUTHORIZING AMENDING EMPLOYEE HANDBOOK/POLICIES & PROCEDURES  
TO REVISE EXISTING POLICIES AND TO ADD ONE NEW POLICY**

**WHEREAS**, The City of Margate City, County of Atlantic, State of New Jersey has Policies and Procedures that are issued on Power DMS (Document Management System); and

**WHEREAS**, The Board of Commissioners has determined that there is a need to amend and revise a number of policies in accordance with the Atlantic County Municipal Joint Insurance Fund (ACMJIF) and the Municipal Excess Liability Joint Insurance Fund (MEL), 2020-2021 Plan of Risk Management; and

**WHEREAS**, the revised policies are as follows:

<u>Policy No.</u>	<u>Title</u>
120	Classification and Promotion Policy
216	COVID Policy and Procedures – Revised

**WHEREAS**, these personnel policies and procedures have been reviewed Labor Attorney Vanessa James, Esquire, and Business Administrator Richard Deaney.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the City of Margate City that the listed policies attached hereto are hereby adopted and will be issued to employees via Power DMS.

**BE IT FURTHER RESOLVED** that these personnel policies and procedures shall apply to all City officials, appointees, employees, volunteers and independent contractors. In the event that there is a conflict between these rules and any collective bargaining agreement, personnel services contract, or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

**BE IT FURTHER RESOLVED** that these personnel policies and procedures are intended to provide guidelines covering public service by City employees and do not represent a contract. These policies and procedures may be amended and supplemented from time to time without notice and at the sole discretion of the Board of Commissioners.

**BE IT FURTHER RESOLVED** that to the maximum extent permitted by law, employment practices for the City shall operate under the legal doctrine known as “employment at will.”

**CITY OF MARGATE**  
Employee Handbook/Policy and Procedure Manual

SECTION 2: Workplace Policies

POLICY NO.: 120 # OF  
PAGES: 2

**SUBJECT: CLASSIFICATION AND PROMOTION POLICY**

EFFECTIVE DATE: November 18, 2021 REVIEW DATE:  
November 18, 2021

REPLACES POLICY DATED: NEW

City employees fall within the jurisdiction of the New Jersey Civil Service Commission (“CSC”) which regulates employment within State, County and Municipal governments through a merit system and, as such, are subject to the rules and regulations of the CSC.

**Classification**

City employees fall within either “classified” or “unclassified” service.

“Classified” employees may be either full-time or part-time; temporary, provisional or permanent. Classified service is also divided into competitive and non-competitive divisions.

The competitive division includes all positions which require special skills. Those in the competitive division are subject to examinations given under the auspices of the CSC.

“Unclassified” employees are those elected by popular vote, appointees of the governing body, Department Heads and/or employees for whom the statutes of the State of New Jersey prescribe fixed terms. These employees are not technically subject to the provisions of the CSC. However, the City’s policy is to grant unclassified employees essentially the same benefits and procedural rights as classified employees. For any questions as to which benefits apply to unclassified employees, contact the Personnel Officer (who is also the Business Administrator) should be contacted at 609-822-0432.

### **Promotional Examinations**

Pursuant to N.J.A.C. 4A:1-1 et seq., CSC examination may be written, oral or an evaluation based on education, training and experience. CSC examinations may be either open competitive or promotional, depending upon the circumstances involved. In either case, a certified list will be produced as a result. To be eligible for an open competitive examination, you must meet the qualifications established by the CSC at the time you file for the examination. Preference in open competitive certification and appointment is given to those who successfully pass examinations in the following order: (1) disabled veteran, (2) veteran, and (3) non-veteran.

Promotional examinations are competitive and only open to qualified employees within the department where the promotional opportunity exists. To compete in a promotional examination and to be eligible for promotion, you must have permanent employment status and meet the specific qualifications established by the CSC, as described in the individual Promotional Announcement.

### **Probationary Period**

Employees in all divisions of the classified service must serve a working test period after regular appointment as delineated by the CSC. This probationary period enables the Department Head to evaluate the new employee’s conduct and work performance before permanent status is achieved.

To be consistent with the performance review/evaluation system for all City employees, the Department Head will consider, among other performance factors:

- Initiative, dependability and effort
- Knowledge of work
- Quantity and quality of work
- Attitude and willingness
- Any discipline required during the working test period
- Attendance and tardiness

A copy of the employee’s performance evaluation must be attached to the completed Civil Service Form DPF-29A Revised 10-05-2009, “Report on Progress of Probationer,” which must be completed prior to the probationer being recommended for a permanent appointment.

**CITY OF MARGATE**  
Employee Handbook/Policy and Procedure Manual

## SECTION 1: Policies Relating to Employee Rights and Obligations

POLICY NO.: 216

# OF

PAGES: 6

**SUBJECT: COVID POLICY AND PROCEDURES - Revised**EFFECTIVE DATE: November 18, 2021  
November 18, 2021

REVIEW DATE:

REPLACES POLICY DATED: December 3, 2020

The COVID pandemic (coronavirus COVID-19, commonly referred to as “COVID”) poses one of the most significant health challenges that the world, the US and the State of New Jersey have ever faced. Governor Murphy declared the initial Health State of Emergency in early March of 2020. That declaration tasked the State Director of Emergency Management and the Superintendent of the NJ State Police, in conjunction with the NJ Department of Health, to oversee the implementation of the State Emergency Operations Plan and generally to direct the State’s emergency response. The City has been guided by those agencies, as well as the Centers for Disease Control (CDC), the NJ Civil Service Commission, and Governor Murphy’s Executive Orders.

There have been many communications to employees since March of 2020 in the form of memos, email messages, postings on Power DMS, and letters that Managers/Supervisors were directed to post at work sites. The City recognizes the need to continually inform and update employees as we continue to deal with this health crisis at work, at home, and in our children’s/grandchildren’s schools.

This revised policy will continue to organize the various official communiques into a single cohesive policy and set of procedures, and, as such, this is will be updated as the Governor issues subsequent Executive Orders; conditions change; and/or workplace policies and procedures change in response. If you have questions, please feel free to contact your **Department Head**, the Fire Chief/Coordinator of COVID Emergency Response **Dan Adams** (w 609-822-5562 or c 609-517-1033 or [adams\\_dan@margate-nj.com](mailto:adams_dan@margate-nj.com)); or Business Administrator **Rich Deaney** (w 609-822-042, or [deaney\\_richard@margate-nj.com](mailto:deaney_richard@margate-nj.com)); or HR/Admin. Asst. **Kelle Amodeo** (w 609-822-0424 or [amodeo\\_kelle@margate-nj.com](mailto:amodeo_kelle@margate-nj.com)). **Dan Adams** remains the primary Safety Official who should be contacted for Workplace Safety. Kelle Amodeo is the Personnel Officer’s Designee who should be contacted regarding City Personnel Policies. Department Heads, Managers and Supervisors are to communicate regularly with employees you supervise; and to encourage employee union/association representatives to communicate regularly with members of management.



**COVID VACCINATIONS**

Fortunately, most City employees and many community residents received COVID vaccinations over the past year.

**CDC RECOMMENDATIONS**

The CDC continues to recommend that unvaccinated individuals, when in public areas, continue with social distancing and wear a mask when social distancing is not possible. This protects you, your family, and your coworkers.

**DEFINITIONS**

**Vaccinated Margate City Employee:** an employee who has received all necessary dose(s) of the COVID vaccine to be fully vaccinated and who has forwarded, directly or indirectly, proof of their COVID vaccination to the Margate City Personnel Office.

**Unvaccinated Margate City Employee:** an employee who is either unvaccinated against COVID with or without having previously tested positive and/or been diagnosed with COVID; and/or, an employee who has not forwarded, directly or indirectly, proof of their COVID vaccination to the Margate City Personnel Office.

**REQUIREMENTS\***

**Unvaccinated Employees:** While at work indoors, a mask must be worn at all times other than while working in an enclosed room without others present. A mask must also be worn while in a City vehicle with another person, or while working outside in close proximity to other persons.

**Vaccinated Employees:** While at work indoors, outside or in a City vehicle a mask must be worn only when in close proximity to other persons.

A mask must be worn at any time by any employee who determines it is in their best interest to do so, provided it does not impair their ability to perform their job functions. Protective gloves are available and must be worn when needed for health and safety reasons. Make frequent use of the many hand sanitizing stations located throughout City buildings.

\*Individual Departments may supplement these guidelines to best suit department objectives. Any changes must be reviewed by and approved by the Business Administrator.

**CDC Guidelines**

The important Guidelines from the Centers for Disease Control for managing the COVID pandemic are well-researched; therefore, you are strongly encouraged to continue to follow them to protect yourself, your coworkers, your family members, and members of the community.

- Stay home when you feel sick;
- Weather permitting, open the windows and take fresh air breaks;
- Wash your hands often with soap for at least 20 seconds;
- Use the hand sanitizer stations that are set up throughout the workplace;
- Cover coughs and sneezes and properly dispose of used tissues;
- Limit contact with people who are sick;

- Do not share food, drink or eating utensils;
- Practice social distancing; stay at least 6 ft. apart;
- Get vaccinated when you can. You are fully vaccinated two (2) weeks after you receive the second dose of Pfizer or Moderna vaccine; and two (2) weeks after the single-dose Johnson & Johnson's Janssen vaccine;
- Now there are booster shots available for Pfizer-vaccinated individuals. We encourage you to get a booster shot if you received the Pfizer vaccinations, and you are able to;
- City buildings have posted signs directing that face coverings are voluntary for fully vaccinated individuals; vaccinated employees must send a copy of their proof of vaccination to the Personnel Officer for inclusion in their confidential Medical File;
- Face coverings are mandatory for non-vaccinated individuals. Wear a face covering when not able to properly social distance (CDC says that a majority of people can be safely outside without a mask once they have been vaccinated);
- Continue to monitor your health for symptoms; and
- Get a flu shot this year if you can.

**COVID PROTOCOLS:**

An employee who feels sick is requested to stay home. An employee who comes to work sick will be sent home. Each of us is counting on each other to not bring any illness to work to expose other employees, and potentially their family members.

When you call out sick, you must advise your Supervisor if you have COVID symptoms (which may appear 2-14 days after exposure to the virus) which include:

1. Fever
2. Cough
3. Shortness of breath or difficulty breathing
4. Chills
5. Repeated shaking with chills
6. Muscle pain
7. Headache
8. Sore throat
9. New loss of taste or smell

If you develop any of the following COVID symptoms, you should seek medical attention **immediately and/or dial 911 for Emergency Services:**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or inability to arouse
- Bluish lips or face
- Stroke-like symptoms

If you are symptomatic, you should immediately contact your Primary Care Physician. If unavailable, you should contact an Urgent Care Center. If there are no City employees currently symptomatic or positive for COVID, your symptoms will be considered a Community Exposure

and will not fall under Workers Compensation. However, until it is proven otherwise you are to follow the normal work-related Injury Reporting Procedures and immediately notify your Supervisor, who will then report it to Chief Dan Adams. Any time you are symptomatic, you are required to be tested, and you will be required to provide as much information regarding any other employee you were in contact with, how close this contact was and for how long, and if a mask was worn by each individual. This provided information must cover at least 48 hours prior to a positive test result. You must self-isolate until one (1) full day (or 24 hours) has passed since you had a fever without the use of fever-reducing medications AND other symptoms greatly improved AND at least 10 days have passed since symptoms first started; or, if you have no symptoms, stay home 10 days after you received your positive test result.

If you test negative for COVID, you must contact your physician or the Urgent Care Center that administered your COVID test to request a Return-To-Work ("RTW") note. If they cannot provide a RTW note, you must call Dan Adams (609-517-1033) who will put you in touch with Atlanticare Occupational Health to receive a free TeleMed visit to fulfill the Return-To-Work requirement. During the time that you are out sick, you should remain in contact with your Department Supervisor.

Any COVID documentation from a health care provider and any COVID test results must be given to your Supervisor, Manager or Department Head, who will then give them to the Personnel Office as soon as possible for filing in your confidential Medical File.

If you show symptoms of COVID **while at work**, your Supervisor, Manager or Department Head will send you home, notify Dan Adams, and Dan Adams will notify you about the procedure you are to follow. If it is determined that you contracted COVID in the workplace, it will be considered Workers' Compensation. You are required to use your available paid sick leave if you contracted COVID outside of work. If you receive a positive COVID test result, you are required to quarantine for 10 days from the date of your COVID test. You are to keep in touch with your Supervisor, Manager or Department Head during this period of time. You may return to work after the period of quarantine as long as you have been fever-free for 24 hours, and your other COVID symptoms have lessened.

NOTE: The City can require an employee who is out sick with COVID to provide a note from a health care provider, to submit to a medical exam, or to remain symptom-free for a specified amount of time before returning to work.

In addition to City Policies and Procedures, **Police** must follow the Attorney General's Guidelines, and **Fire** must follow the EMS Medical Director's Guidelines.

During this Pandemic, you cannot have any family members or outsiders **visit** you at work. Work visitations are for professional reasons only. All persons entering City buildings to conduct business are required to wear a mask.

- **At Work:** Do not congregate in small spaces; adhere to the 6' minimum spacing. Reduce the number of chairs located in common meeting rooms and meeting spaces. Maintain social distancing at all times unless fully masked.
- **Lunch and Breaks:** Stagger lunch and break times; consider eating in shifts. Consider taking meals to alternate places in the building to create social distancing. Shared Items: Disinfect shared food containers and communal items.
- **Keep Work Areas Clean:** Wipe down work areas with a disinfectant on a regular basis. Wipe down door knobs, keyboards, computer mice, and phones on a regular basis.

### **Employee COVID Guidelines**

The City updated and issued revised guidelines for all City Employees; these guidelines are incorporated into this revised policy.

As conditions have changed, additional guidelines have been issued and procedures put into place. Of Note:

- City buildings and vehicles are to be cleaned on a regular schedule.
- Weather conditions permitting, open windows and allow fresh air breaks when desired.
- There is limited public access to City buildings. Visitors can enter City buildings only at approved entrances indicated by signage.
- All Visitors must wear a face covering at all time; must abide by all building signs; must maintain a minimum 6 ft. of social distance with everyone; must only go to approved areas, meeting rooms and offices; and must follow Building directional and exit signs.
- All City restrooms are to be used by only one person at a time. Before entering any multi-stall restroom, visitors and employees must knock and may enter only when no one else is inside.

As a City employee, you have certain obligations and responsibilities regarding your exposure or potential exposure to COVID, whether in the workplace or outside of the workplace. You must report that exposure or potential exposure to your Supervisor, Manager, or Department Head.



**Important to Remember:**

- If, at any time you are experiencing difficulty receiving a COVID test for a work-related reason and/or a Return-To-Work note from your health care provider or the COVID test provider, you are to contact Dan Adams who can assist you remotely.
- If you believe that you may have been exposed to **anyone** who has tested positive, you **must** inform your Supervisor, Manager or Department Head, so that you can be sent to an Urgent Care Center that can administer Rapid COVID Testing. Your management will coordinate this with Dan Adams.

**When A City Employee Tests Positive**

In accordance with Governor Murphy's Executive Order 192, City employees will be informed in a letter from the Business Administrator whenever a City employee tests positive. This letter will be sent to you via email and will be posted on Power DMS; it may also be posted on work site bulletin boards. This is in compliance with the confidentiality requirements of the ADA, the NJLAD, and any other applicable laws, and consistent with guidance from the EEOC (Equal Employment Opportunity Commission), and the NJ Division on Civil Rights.

**Families First Coronavirus Response Act (FFCRA or the "Cares Act")**

The federal "Families First Coronavirus Response Act" took effect on April 1, 2020, and was revised by the federal Department of Labor's Wage and Hour Division (WHD) effective September 16, 2020, in order to clarify paid leave requirements. The Cares Act provided for paid leave for employees for certain COVID-related conditions and child care issues. It remained in effect until December 31, 2020, when the government extended it from January 1, 2021, through March 31, 2021, but with optional Emergency Paid Sick Leave. Briefly, the Cares Act provided tax credits so that certain employers (including the City of Margate) could provide employees with paid leave for certain reasons related to COVID. The City has left the Expanded Family Medical Leave in place but will no longer provide any payment for leave time unless employees had accrued sick and vacation leave available.

**Executive Session:**-none**Update:**

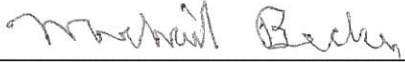
Commissioner Blumberg: All good.

Commissioner Amodeo: Wishes everyone a happy and safe Thanksgiving.

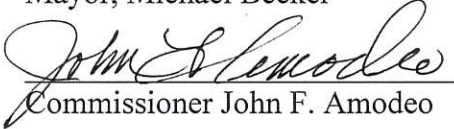
**Adjournment:**

There being no further business, Mayor Becker called for a motion to adjourn the meeting. Whereupon, the motion was made by Commissioner Amodeo, and seconded by Commissioner Blumberg to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 4:17 p.m.

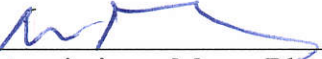
Board of Commissioners of the City of Margate City, New Jersey



Mayor, Michael Becker



Commissioner John F. Amodeo



Commissioner Maury Blumberg

Attest:  Johanna Casey, Municipal Clerk