

**SPECIAL MEETING MINUTES
CITY COMMISSION – MARGATE CITY**

NOVEMBER 12, 2020

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. at the Margate City's Historic City Hall Court Room, 1 South Washington Avenue, in attendance and via telecommunication.

Johanna Casey, City Clerk, reads the statement of compliance with the Open Public Records Act: (The Forty Eight Hour Notice of Compliance has been Met) meeting, followed with the flag salute and roll call: Mayor Michael Becker, Commissioner John Amodeo and Commissioner Maury Blumberg were present. Fred Verna, Ed Dennis, Johanna Casey, Scott Abbott and Rich Deaney were present.

Public Comment on Resolutions:

Seeing that there were no additional comments, a motion to close Public Comments was put forth by Commissioner Amodeo, seconded by Commissioner Blumberg, with a vote of three ayes.

Ed Dennis: Speaks on the bids received on November 5, 2020 for the Amherst Avenue Promenade. Speaks on what specifications are included and not included for the awarding of the contract. Speaks on what has been discussed with Schiavone Construction to complete this project by next summer.

Rich Deaney: Speaks on the projects along this section of Amherst Avenue over the past five years.

Resolutions

A motion to adopt **Resolution #212-2020** authorizing the award of contract for the Amherst Avenue Promenade, was put forth by Mayor Becker, seconded by Commissioner Blumberg, with a vote of three ayes.

**RESOLUTION #212-2020
AWARD OF CONTRACT
AMHERST AVENUE PROMENADE**

WHEREAS, on September 3, 2020, the Board of Commissioners of the City of Margate City, County of Atlantic, State of New Jersey, approved Resolution #178-2020 authorizing the receipt of bids for the Amherst Avenue Promenade; and

WHEREAS, the City Clerk did duly advertise the receipt of said bids for the Amherst Avenue Promenade in the Press of Atlantic City on September 24, 2020; and

WHEREAS, in connection therewith four (4) bids were received by the City Clerk and the City Engineer of the City of Margate City on November 5, 2020:

- | | |
|---|----------------|
| 1. Fred M. Schiavone P.O. Box 416, Malaga, NJ 08328 | \$2,075,297.70 |
| 2. L. Feriozzi Concrete Company 3010 Sunset Avenue Atlantic City, NJ 08401 | \$2,129,077.00 |
| 3. Walters Marine Construction, Inc. 414 Woodbine-Oceanview Road Ocean View, NJ 08230 | \$2,343,350.00 |
| 4. Ocean Construction, LLC 215 Route 9 South, Marmora, NJ 08223 | \$2,985,714.85 |

; and

WHEREAS, the City Engineer, Edward Dennis, of Remington & Vernick Engineers, submitted a letter of recommendation dated November 9, 2020 that the contract be awarded to the lowest responsible bidder Fred M. Schiavone P.O. Box 416, Malaga, NJ 08328 as per their bid proposal in an amount of \$2,075,297.70 for the Base Bid to include add alternate bid #2, add alternate bid #4, add alternate bid #6 and deduct alternate bid #2; and

WHEREAS, the Chief Financial Officer has certified to the City Commissioners that there are adequate funds available under Ordinance #03-2020 Account C-06-55-913-902 for the purpose of awarding this contract for \$2,075,297.70.

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 Fred M. Schiavone P.O. Box 416, Malaga, NJ 08328, as per their bid proposal for the Amherst Avenue Promenade in an amount not to exceed \$2,075,297.70, and that the award of contract be advertised according to law one time in the Press of Atlantic City newspaper.

BE IT FURTHER RESOLVED that the award of contract is conditioned upon the delivery and execution thereof within ten (10) days from the date of the resolution accompanied by such appropriate insurance certificate, affirmative action certificate and performance bond as may be required by the specifications.

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

- 1. Ed Dennis, City Engineer, Remington & Vernick Engineers
- 2. Lisa McLaughlin, Chief Financial Officer
- 3. Roger McLarnon, Purchasing Agent
- 4. Fred M. Schiavone P.O. Box 416, Malaga, NJ 08328

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: 2,075,297.70
Resolution Date: 11/12/20
Resolution Number: 212-2020

Vendor: FREDMSCH Fred M. Schiavone, Inc.
PO Box 416
Malaga, NJ 08328

Contract: U1590000 Amherst Avenue Promenade

Account Number	Amount	Department Description
C-04-55-984-902	700,000.00	Ordinance 07-2019
C-04-55-985-902	1,375,297.70	Ordinance 02-2020
Total	2,075,297.70	

Only amounts for the 2020 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.


Chief Financial Officer

A motion to adopt **Resolution #213-2020**, Emergency determination and authorization for emergency demolition of 210 North Benson Avenue, was put forth by Commissioner Amodeo, seconded by Mayor Becker, with a vote of three ayes.

**RESOLUTION #213-2020
RESOLUTION OF EMERGENCY DETERMINATION
AND AUTHORIZATION FOR EMERGENCY DEMOLITION OF
210 NORTH BENSON AVENUE**

WHEREAS, the City of Margate City's City Engineer has investigated the safety of the structure know as 210 North Benson Avenue and determined that the building structure has failed and is in need of immediate demolition and has memorialized his determination of emergency by letter of October 14, 2020; and

WHEREAS, pursuant to *N.J.S.A. 40A:11-6* captioned "Emergency Purchases and Contracts" statutory authority authorizes emergency contracts which exceed the bid threshold where such emergency affects the public health, safety or welfare; and

WHEREAS, the Governing Body finds 210 North Benson Avenue structurally failed which is affecting the public health, safety and welfare; and

WHEREAS, the City Engineer has provided specifications and has determined to engage American Demolition Corp., 2 English Lane Egg Harbor Township, NJ 08234, for the demolition; and

WHEREAS, the Chief Financial Officer has certified to the City Commissioners that there are sufficient funds available under Ordinance 07-2019 C-04-55-984-902, in an amount not to exceed \$23,000.00;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the City of Margate City, Atlantic County, State of New Jersey, that it does hereby determine that an emergency exists with regard to 210 North Benson Avenue and that it does hereby approve and authorizes the City Engineer to procure a contract for the demolition with said American Demolition Corp., 2 English Lane Egg Harbor Township, NJ 08234, pursuant to the emergency provisions on *N.J.S.A. 40A:11-6*; and

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

1. Lisa McLaughlin, Chief Financial Officer
2. Ed Dennis, City Engineer
3. American Demolition Corp., 2 English Lane, Egg Harbor Township, NJ 08234

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.

Project Name / Service:

Emergency Demolition of 210 North Benson Avenue, Margate, New Jersey


Vendor:

American Demolition, Inc.
2 English Lane
Egg Harbor Township, NJ 08234

Contract Amount: \$23,000
Resolution Date: 11/12/20
Resolution #: 213-2020

Source of Funds:

Account #: Ordinance 07-2019 C-04-55-984-902



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

11/12/20
Date

A motion to adopt **Resolution #214-2020**, authorizing internal controls for the Tax and Utility Office, was put forth by Mayor Becker, seconded by Commissioner Blumberg, with a vote of three ayes.

RESOLUTION #214-2020
AUTHORIZING INTERNAL CONTROLS FOR THE TAX AND UTILITY OFFICE
RELATED TO THE HANDLING OF MONIES

WHEREAS, the Board of Commissioners of the City of Margate City, in the County of Atlantic, State of New Jersey has determined there is a need for additional internal controls for implementation in the Tax and Utility Office related to the handling of monies; and

WHEREAS, Ford-Scott & Associates, LLC, 1535 Haven Ave., Ocean City, New Jersey 08226, the Municipal Auditor, submitted a letter dated November 6, 2020 making recommendations, which is attached; and

WHEREAS, the Chief Financial Officer has confirmed to the City Commissioners that the CFO and Tax and Utility Office will follow the recommendation of the Municipal Auditor, Ford-Scott & Associates;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the City of Margate City that additional internal controls for the Tax and Utilities Office be adopted and implemented.



November 6, 2020

Lisa McLaughlin, CPA,
Chief Financial Officer
City of Margate
9001 Winchester Avenue
Margate, NJ 08402

Dear Ms. McLaughlin:

At your request we are providing suggested additional internal controls for implementation in the Tax & Utility Office related to the handling of monies.

There are two clerks as well as the Tax Collector in this office currently, as well as you as the CFO available for oversight and control.

We offer the following suggestions:

- 1 – The CFO should reconcile the Tax Duplicate to the Tax Account Billing Status Report on a monthly basis to determine if the correct Levy has been billed.
- 2 – The CFO should reconcile the Added & Omitted Tax Duplicate to the Tax Account Billing Status Report on at year end to determine if the correct Levy has been billed.
- 3 – All Tax and Utility Account adjustments should be reviewed by a 2nd employee in the in the Tax/Utility Office and approved by the CFO.
- 4 – On a periodic basis the Tax Office should prepare delinquent Tax and Utility Notices that are reviewed by the CFO prior to mailing.
- 5 – The Daily Batch Cash Receipts Report should be signed off and agreed to the Bank Deposit Slip by a 2nd Tax/Utility Office and then reviewed by the CFO who will tie the dollar amounts noting Cash/Check detail of the deposit.

Please don't hesitate to contact me if you need assistance in implementing any of these suggestions.

Very truly yours,

Ford, Scott & Associates, L.L.C.
FORD, SCOTT & ASSOCIATES, L.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

Michael S. Garcia
Michael S. Garcia
Certified Public Accountant
Registered Municipal Accountant
No. 472

Updates:

Rich Deaney: Speaks on the employee's Deferred Compensation Program. Speaks on screening procedures for COVID -19.

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 4:13 p.m.

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



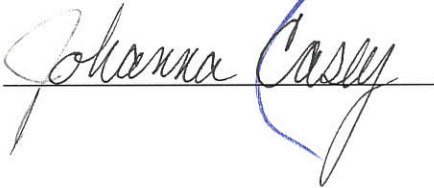
Mayor, Michael Becker



Commissioner John F. Amodeo



Commissioner Maury Blumberg

Attest: 

Johanna Casey, Municipal Clerk