

**CITY OF WOODBURY CITY COUNCIL  
REGULAR BUSINESS MEETING  
MARCH 23, 2022**

**ADDENDUM TO THE AGENDA**

The following item(s) were added to the agenda after 12:00 p.m. on the Friday preceding the meeting:

**Resolutions**

**RESOLUTION NO. 22-77** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING EXECUTION OF ANY AND ALL DOCUMENTS NECESSARY FOR PARTICIPATION IN THE LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP)

**City of Woodbury**  
**City Council Meeting Agenda**  
**March 23, 2022**  
**33 Delaware Street, Woodbury, NJ 08096**  
**6:30 p.m.**

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**Pledge of Allegiance**

**Moment of Silent Reflection**

**Reading of the Open Public Meeting Statement**

**Roll Call**

**Proclamations and Certificates**

- Joint Ceremonial Resolution by the New Jersey State Senate and General Assembly to Jami Saraullo of Special Events for Special Kids, *presented by Assemblyman Bill Moen, Fifth Legislative District*
- Proclamation to Jami Saraullo, *Special Events for Special Kids*
- NJLM Louis Bay 2nd Future Municipal Leaders Scholarship Competition – City of Woodbury Finalist, *Stephania Olvera Carrillo*

**Ordinances**

**ORDINANCE NO. 2359-22** 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)

*Second Reading*

**Resolutions**

**RESOLUTION NO. 22-70** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY IN SUPPORT OF APPLICATION FOR A CLASS 5 CANNABIS RETAIL FACILITY WITHIN THE CITY OF WOODBURY (NOVA FARMS WOODBURY, LLC)

**RESOLUTION NO. 22-71** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY IN SUPPORT OF APPLICATION FOR A CLASS 5 CANNABIS RETAIL FACILITY WITHIN THE CITY OF WOODBURY (BESTBUDS, LLC)

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CONSENT AGENDA

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**RESOLUTION NO. 22-72** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING PLACE-TO-PLACE TRANSFER OF PLEINARY RETAIL CONSUMPTION LICENSE NO. 0822-33-003-010 (POCKET LICENSE)

**RESOLUTION NO. 22-73** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY DECLARING MARCH 15 AS EQUAL PAY DAY IN THE CITY OF WOODBURY

**RESOLUTION NO. 22-74** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY APPOINTING A PART-TIME INTERIM FIRE MARSHAL/FIRE OFFICIAL FOR THE CITY OF WOODBURY

**RESOLUTION NO. 22-75** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER ONE REQUIREMENTS

**RESOLUTION NO. 22-76** RESOLUTION TO ADOPT EMERGENCY TEMPORARY APPROPRIATIONS FOR THE YEAR 2022

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END CONSENT AGENDA

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**RESOLUTION NO. 22-77** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING EXECUTION OF ANY AND ALL DOCUMENTS NECESSARY FOR PARTICIPATION IN THE LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP)

### **Approval to Pay the Listed Vouchers**

#### **Reports:**

- **Presentation**
  - *Councilman Fleming on Lead Service Lines*
- **Committee Reports**
- **Report of the Mayor**
- **Report of the City Clerk**
- **Department Announcements**

### **Unfinished Business**

### **New Business**

### **Open to the Public**

### **Adjournment**

#### **NOTICE PURSUANT TO N.J.S.A 10:4-8(d)**

The items listed on this tentative agenda of the Mayor and Council President of the City of Woodbury constitutes the agenda to the extent known at the time of posting. Since this agenda is tentative, items may be added and/or deleted prior to the commencement of the meeting. Formal action may or may not be taken regarding each item listed on the final agenda.

**ORDINANCE 2359-22**

**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)**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Mayor and members of City Council of the City of Woodbury in the County of Gloucester finds it advisable and necessary to increase its CY 2022 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Mayor and members of City Council hereby determines that a 1.0% increase in the budget for said year, amounting to \$114,703.96 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS**, the Mayor and members of City Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Mayor and members of City Council of the City of Woodbury, in the County of Gloucester, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2022 budget year, the final appropriations of the City of Woodbury shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$401,463.86, and that the CY 2022 municipal budget for the City of Woodbury be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

**CITY OF WOODBURY**

By: \_\_\_\_\_

**PHILIP D. HAGERTY,**  
**Council President Pro Tempore**

ATTEST:

\_\_\_\_\_

**CASSIDY L. SWANSON,**  
**Acting City Clerk**

Approved:

\_\_\_\_\_  
**PEG SICKEL,**  
**Mayor**

Date introduced: \_\_\_\_\_

Date advertised: \_\_\_\_\_

Date adopted: \_\_\_\_\_

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilwoman Miller				
Councilman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

**CERTIFICATION OF INTRODUCTION**

I, Cassidy L. Swanson, hereby certify that the foregoing Ordinance 2359-22 was introduced to the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a regular business meeting held on **March 9, 2022** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

\_\_\_\_\_  
Cassidy L. Swanson,  
Acting City Clerk

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilwoman Miller				
Councilman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

**CERTIFICATION OF ADOPTION**

I, Cassidy L. Swanson, hereby certify that the foregoing Ordinance 2359-22 was adopted after public hearing by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a regular business meeting held on **March 23, 2022** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

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Cassidy L. Swanson,  
Acting City Clerk

**RESOLUTION NO. 22-70**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY IN  
SUPPORT OF APPLICATION FOR A CLASS 5 CANNABIS RETAIL FACILITY  
WITHIN THE CITY OF WOODBURY (NOVA FARMS WOODBURY, LLC)**

*WHEREAS*, pursuant to P.L. 2021, c. 16, known as the “New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act” (the “Act”), which legalizes the recreational use of marijuana by adults 21 years of age or older, the City of Woodbury (“City”) adopted Ordinance 2342-21 and 2354-22 (the Cannabis Ordinances), which allow for a limited number of cannabis businesses to be located in specified locations in the City; and

*WHEREAS*, the Act established the Cannabis Regulatory Commission (“Commission”) to oversee and regulate the cannabis industry in New Jersey and the Commission promulgated Personal Use Cannabis Rules, N.J.A.C. 17:30-1.1 et. seq. on August 19, 2021; and

*WHEREAS*, the City’s Cannabis Ordinances created a Cannabis License Application Evaluation Committee to (1) receive and review applications by cannabis businesses seeking to operate in the City and (2) make recommendations to the City Council as to whether proposed cannabis businesses should be approved at the local level; and

*WHEREAS*, in order for a cannabis business to operate, it requires both State and local approval; and

**WHEREAS**, N.J.A.C. 17:30-5.1 requires that a municipality with a governing body express its support for a cannabis license applicant through a resolution of the governing body; and

**WHEREAS**, pursuant to N.J.A.C. 17:30-5.1(g), the support resolution should indicate that the proposed cannabis business location is appropriately located or otherwise suitable for activities related to the operations of the proposed cannabis business; and

**WHEREAS**, the City's Cannabis License Application Evaluation Committee has received and reviewed the application submitted by Nova Farms Woodbury, LLC and has recommended that the City Council approve its application and adopt a resolution in support of their application for a State license.

***NOW, THEREFORE, BE IT RESOLVED BY CITY COINCIL OF THE CITY OF WOODBURY*** that:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The City recognizes that Nova Farms Woodbury, LLC will be operating a Class 5 cannabis retail business involved in the sale of cannabis products to consumers and that the Class 5 cannabis retail location will be located at 642 Mantua Avenue, Woodbury, New Jersey if approved by the State of New Jersey Cannabis Regulatory Commission; and



3. Approving Nova Farms Woodbury, LLC's application for a Class 5 cannabis retail license would not exceed the limit established by the City for Class 5 cannabis retail licenses located in the City.
4. Nova Farms Woodbury, LLC's proposed Class 5 cannabis retail use and location satisfy the City's zoning and Cannabis Ordinances.
5. Nova Farms Woodbury, LLC shall continuously comply with the City's ordinances governing cannabis operations and any future applicable changes that may be made thereto.
6. If Nova Farms Woodbury, LLC is not in compliance at any time with the City's Cannabis Ordinances and any future applicable changes thereto, the City reserves the right to withdraw its support for their operations and suspend or revoke their local license.
7. The City approves Nova Farms Woodbury, LLC's application submitted to the City and supports Nova Farms Woodbury, LLC's application to be submitted to the Commission for a Class 5 cannabis retail license at the location in the City as set forth above, which location is appropriate and suitable for a Class 5 cannabis retail business.
8. The Mayor, City Administrator, Chief Financial Officer, City Solicitor, City Clerk, and any other necessary official, officer or employee of the City be and they are hereby authorized to execute any and all documents and to make any and all actions necessary to complete and realize the intent and purpose of this Resolution.
9. This Resolution shall take effect immediately.

**ADOPTED** at a regular meeting of the Mayor and City Council of the City of Woodbury  
on March 23, 2022.

**CITY OF WOODBURY**

\_\_\_\_\_  
**PHILIP D. HAGERTY,**  
**Council President Pro Tempore**

**ATTEST:** \_\_\_\_\_  
**CASSIDY L. SWANSON,**  
**Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilman Miller				
Councilwoman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

**CERTIFICATION**

I, Cassidy L. Swanson hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a meeting held on **March 23, 2022** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

\_\_\_\_\_  
Cassidy L. Swanson  
Acting City Clerk

**RESOLUTION NO. 22-71**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY IN  
SUPPORT OF APPLICATION FOR A CLASS 5 CANNABIS RETAIL FACILITY  
WITHIN THE CITY OF WOODBURY (BESTBUDS, LLC)**

*WHEREAS*, pursuant to P.L. 2021, c. 16, known as the “New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act” (the “Act”), which legalizes the recreational use of marijuana by adults 21 years of age or older, the City of Woodbury (“City”) adopted Ordinance 2342-21 and 2354-22 (the Cannabis Ordinances), which allow for a limited number of cannabis businesses to be located in specified locations in the City; and

*WHEREAS*, the Act established the Cannabis Regulatory Commission (“Commission”) to oversee and regulate the cannabis industry in New Jersey and the Commission promulgated Personal Use Cannabis Rules, N.J.A.C. 17:30-1.1 et. seq. on August 19, 2021; and

*WHEREAS*, the City’s Cannabis Ordinances created a Cannabis License Application Evaluation Committee to (1) receive and review applications by cannabis businesses seeking to operate in the City and (2) make recommendations to the City Council as to whether proposed cannabis businesses should be approved at the local level; and

*WHEREAS*, in order for a cannabis business to operate, it requires both State and local approval; and

**WHEREAS**, N.J.A.C. 17:30-5.1 requires that a municipality with a governing body express its support for a cannabis license applicant through a resolution of the governing body; and

**WHEREAS**, pursuant to N.J.A.C. 17:30-5.1(g), the support resolution should indicate that the proposed cannabis business location is appropriately located or otherwise suitable for activities related to the operations of the proposed cannabis business; and

**WHEREAS**, the City's Cannabis License Application Evaluation Committee has received and reviewed the application submitted by BestBuds, LLC and has recommended that the City Council approve its application and adopt a resolution in support of their application for a State license.

***NOW, THEREFORE, BE IT RESOLVED BY CITY COINCIL OF THE CITY OF WOODBURY*** that:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The City recognizes that BestBuds, LLC will be operating a Class 5 cannabis retail business involved in the sale of cannabis products to consumers and that the Class 5 cannabis retail location will be located at 135 South Broad Street, Woodbury, New Jersey if approved by the State of New Jersey Cannabis Regulatory Commission; and

3. Approving Bestbuds, LLC's application for a Class 5 cannabis retail license would not exceed the limit established by the City for Class 5 cannabis retail licenses located in the City.
4. BestBuds, LLC's proposed Class 5 cannabis retail use and location satisfy the City's zoning and Cannabis Ordinances.
5. BestBuds, LLC shall continuously comply with the City's ordinances governing cannabis operations and any future applicable changes that may be made thereto.
6. If BestBuds, LLC is not in compliance at any time with the City's Cannabis Ordinances and any future applicable changes thereto, the City reserves the right to withdraw its support for their operations and suspend or revoke their local license.
7. The City approves BestBuds, LLC's application submitted to the City and supports BestBuds, LLC's application to be submitted to the Commission for a Class 5 cannabis retail license at the location in the City as set forth above, which location is appropriate and suitable for a Class 5 cannabis retail business.
8. The Mayor, City Administrator, Chief Financial Officer, City Solicitor, City Clerk, and any other necessary official, officer or employee of the City be and they are hereby authorized to execute any and all documents and to make any and all actions necessary to complete and realize the intent and purpose of this Resolution.
9. This Resolution shall take effect immediately

**ADOPTED** at a regular meeting of the Mayor and City Council of the City of Woodbury on  
March 23, 2022.

**CITY OF WOODBURY**

\_\_\_\_\_  
**PHILIP D. HAGERTY,**  
**Council President Pro Tempore**

**ATTEST:** \_\_\_\_\_  
**CASSIDY L. SWANSON,**  
**Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilman Miller				
Councilwoman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

**CERTIFICATION**

I, Cassidy L. Swanson hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a meeting held on **March 23, 2022** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

\_\_\_\_\_  
Cassidy L. Swanson  
Acting City Clerk

**RESOLUTION NO. 22-72**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY  
AUTHORIZING PLACE-TO-PLACE TRANSFER OF PLENARY RETAIL  
CONSUMPTION LICENSE NO. 0822-33-003-010 (POCKET LICENSE)**

**WHEREAS**, an application has been filed for a Place-to-Place Transfer of Plenary Retail Consumption License No. 0822-33-33-003-010 (Pocket License) issued to CB Woodbury LLC t/a Charlie Brown’s Steakhouse, for a “Pocket License” with a mailing address of 14504 Hertz Quails Parkway, Oklahoma City, OK 73134; and

**WHEREAS**, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Woodbury, County of Gloucester, State of New Jersey does hereby approve, effective January 26, 2022, the Place-to-Place Transfer of the aforesaid Plenary Retail Consumption “Pocket License” to its new location at 111 North Broad Street, Woodbury, New Jersey 08096 and does hereby direct the City Clerk to endorse the license certificate as follows: “This license, subject to all of its terms and conditions, is hereby transferred to premises located at 111 North Broad Street, Woodbury, NJ 08096.

**ADOPTED** at a regular meeting of the Mayor and City Council of the City of Woodbury on March 23, 2022.

**CITY OF WOODBURY**

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**PHILIP D. HAGERTY,**  
**Council President Pro Tempore**

**ATTEST:** \_\_\_\_\_  
**CASSIDY L. SWANSON,**  
**Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilman Miller				
Councilwoman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

### CERTIFICATION

I, Cassidy L. Swanson hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a meeting held on **March 23, 2022** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

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Cassidy L. Swanson  
Acting City Clerk



**RESOLUTION NO. 22-73**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY  
DECLARING MARCH 15 AS EQUAL PAY DAY IN THE CITY OF WOODBURY**

**WHEREAS**, more than 50 years after the passage of the Equal Pay Act and Title VII of the Civil Rights Act, women, especially women of color and single mothers, continue to suffer the consequences of unequal pay; and

**WHEREAS**, the wage gap impacts women in all aspects of life, from the ability to pay off student debt to grappling with the costs of childcare, mortgage and utilities. Regardless of education level or employment industry, the wage gap persists; and

**WHEREAS**, according to the U.S. Census Bureau, nationwide, women working full-time, year-round earned on average 83% of the earnings of men working full-time, year-round; and

**WHEREAS**, that same report shows that women in New Jersey working full-time, year-round earned below the national average and earned 80.2% of the earnings of men working full-time, year-round; and

**WHEREAS**, the situation is very different when wage statistics of women of color are addressed. The US Department of Labor report that looked into how the Covid-19 Pandemic effected women, shows that nationally, on average Asian American and Pacific Islander women earn 75% of the earnings of men, African American women earn 58% of the earnings of men, Native American women earn 50% of the earnings of men and Hispanic women and Latinas earn 49% of the earnings of men; and

**WHEREAS**, women are the breadwinners in close to 15 million family households across the United States, and about one-third of those family households have incomes that fall below the poverty line; and

**WHEREAS**, fair pay equity policies can be implemented without undue cost or hardship in both the public and private sectors; and

**WHEREAS**, March 15<sup>th</sup> marks the point in the year when the wages paid to American women catch up to the wages paid to men from the previous year.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and City Council of the City of Woodbury that March 15, 2022, is designated as “Equal Pay Day” in the City of Woodbury.

**ADOPTED** at a regular meeting of the Mayor and City Council of the City of Woodbury on March 23, 2022.

**CITY OF WOODBURY**

\_\_\_\_\_  
**PHILIP D. HAGERTY,**  
**Council President Pro Tempore**

**ATTEST:** \_\_\_\_\_  
**CASSIDY L. SWANSON,**  
**Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilman Miller				
Councilwoman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

**CERTIFICATION**

I, Cassidy L. Swanson hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a meeting held on **March 23, 2022** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

\_\_\_\_\_  
Cassidy L. Swanson  
Acting City Clerk

**RESOLUTION NO. 22-74**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY  
APPOINTING A PART-TIME INTERIM FIRE MARSHAL/FIRE OFFICIAL FOR THE  
CITY OF WOODBURY**

**WHEREAS**, the City of Woodbury has determined there is a need to appoint a part-time Fire Marshal/Fire Official for the City of Woodbury for enforcement of the New Jersey Fire Code; and

**WHEREAS**, Jake Hughes is a licensed Fire Marshal/Fire Official in the State of New Jersey; and

**WHEREAS**, the City Council is in agreement with the appointment.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the City of Woodbury, County of Gloucester, and State of New Jersey as follows:

1. That Jake Hughes is hereby appointed as the part-time Interim Fire Marshal/Fire Official for the City of Woodbury for enforcement of the New Jersey Fire Code in the City of Woodbury.
2. That this appointment shall be effective as of March 28, 2022 and until such time that further action is taken by City Council.
3. That a copy of this Resolution be forwarded to the New Jersey Department of Community Affairs.

**ADOPTED** at a regular meeting of the Mayor and City Council of the City of Woodbury on March 23, 2022.

**CITY OF WOODBURY**

\_\_\_\_\_  
**PHILIP D. HAGERTY,**  
**Council President Pro Tempore**

**ATTEST:** \_\_\_\_\_  
**CASSIDY L. SWANSON,**  
**Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilman Miller				
Councilwoman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

### **CERTIFICATION**

I, Cassidy L. Swanson hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a meeting held on **March 23, 2022** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

\_\_\_\_\_  
Cassidy L. Swanson  
Acting City Clerk

**RESOLUTION NO. 22-75**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY  
ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE  
WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE  
FUND'S CYBER RISK MANAGEMENT PLAN'S TIER ONE REQUIREMENTS**

**WHEREAS**, the City of Woodbury is a member of the TRICO JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

**WHEREAS**, through its membership in the TRICO JIF, the City of Woodbury enjoys cyber liability insurance coverage to protect the City of Woodbury from the potential devastating costs associated with a cyber related claim; and

**WHEREAS**, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

**WHEREAS**, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the City of Woodbury; and

**WHEREAS**, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the City of Woodbury to claim a reimbursement of a paid insurance deductible in the event the member files a claim against City of Woodbury's cyber insurance policy, administered through the TRICO JIF and the Municipal Excess Liability Joint Insurance Fund;

**NOW THEREFORE BE IT RESOLVED** that the City of Woodbury does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 1 of the NJ MEL Cyber Risk Management Plan;

**Information Backup  
Security Patches and Updates  
Defensive Software  
Security Awareness Training**

**Password Management  
Email Warning  
Incident Response Plan  
Technology Practice Policy  
Government Cyber Membership**

**AND, BE IT FURTHER RESOLVED**, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

**ADOPTED** at a regular meeting of the Mayor and City Council of the City of Woodbury held on March 23, 2022.

**CITY OF WOODBURY**

\_\_\_\_\_  
**PHILIP D. HAGERTY,**  
**Council President Pro Tempore**

**ATTEST:**\_\_\_\_\_  
**CASSIDY L. SWANSON,**  
**Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilwoman Miller				
Councilman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

**CERTIFICATION**

I, Cassidy L. Swanson hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at the meeting held on **March 23, 2022** at City Hall 33 Delaware Street, Woodbury, New Jersey 08096.

\_\_\_\_\_  
Cassidy L. Swanson,  
Acting City Clerk

**RESOLUTION NO. 22-76**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY TO ADOPT  
EMERGCENY TEMPORARY APPROPRIATIONS FOR THE YEAR 2022**

**WHEREAS**, the governing body of the City of Woodbury, has previously adopted temporary budget resolution #22-07 in order to make certain contracts and commitments and to authorize the payment of certain obligations and expenditures to properly conduct the affairs of the City from that time until the final adoption of the 2022 budget.

**WHEREAS**, additional temporary appropriations are necessary for the period prior to the adoption of the budget.

**WHEREAS**, the provisions of Section 40A:4-20 of the Revised Statutes state that the governing body may, by resolution adopted by a 2/3 vote of the full membership thereof, make emergency temporary appropriations for any purposes for which appropriations may lawfully be made for the period between the beginning of the current fiscal year and the date of the adoption of the budget for said year.

**WHEREAS**, the emergency temporary appropriations hereinafter made and established are entirely within all limitations imposed by law.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Woodbury, as follows:

1. That the sum of Four Million Eight Hundred Fifty-Six Thousand Six Hundred Eighty-Five and 47/100 dollars (\$4,856,685.47) is hereby appropriated to meet and pay the contracts, obligations, commitments and operating expenditures hereinafter enumerated.

2. The appropriations made hereunder shall be allotted for the following governmental operations in the following sums:

	<u>Salaries &amp; Wages</u>	<u>Other Expenses</u>
<b>Administration</b>	\$ 30,000.00	\$ 35,000.00
<b>Governing Body</b>	\$ 6,500.00	\$ 1,000.00
<b>Economic Development</b>	\$ -	\$ 10,000.00
<b>Municipal Clerk's Office</b>	\$ 15,000.00	\$ 6,000.00
<b>Registrar of Vital Statistics</b>	\$ 11,000.00	\$ 1,000.00
<b>Elections</b>	\$ -	\$ 10,000.00

<b>Financial Administration</b>	\$ 30,000.00	\$ 20,000.00
<b>Annual Audit</b>	\$ -	\$ 20,000.00
<b>Collection of Taxes</b>	\$ 20,000.00	\$ 6,000.00
<b>Legal Services and Costs</b>	\$ -	\$ 30,000.00
<b>Engineering Services and Costs</b>	\$ -	\$ 30,000.00
<b>Municipal Land Use - Planning Board</b>	\$ 4,500.00	\$ 9,000.00
<b>Housing Inspection</b>	\$ 45,000.00	\$ 2,000.00
<b>Insurance:</b>		
Other Insurance Premiums	\$ -	\$ 3,000.00
General Liability	\$ -	\$ 25,000.00
Workers Compensation	\$ -	\$ 50,000.00
Group Insurance for Employees	\$ -	\$ 350,000.00
Health Benefits Waiver	\$ -	\$ 5,000.00
	<u>Salaries &amp; Wages</u>	<u>Other Expenses</u>
<b>Police</b>	\$ 850,000.00	\$ 40,000.00
<b>Vehicle Lease Purchase</b>	\$ -	\$ 10,000.00
<b>Emergency Management Services</b>	\$ 4,800.00	\$ 5,000.00
<b>Fire</b>	\$ 150,000.00	\$ 17,000.00
<b>Uniform Fire Safety Act</b>	\$ 20,000.00	\$ 2,000.00
<b>JIF Safety Budget</b>	\$ 2,000.00	\$ 6,800.00
<b>Property Maintenance</b>	\$ -	\$ 1,000.00
<b>Streets and Roads Maintenance</b>	\$ 370,000.00	\$ 20,000.00
<b>Community Forestry</b>	\$ -	\$ 20,000.00
<b>Solid Waste Collection</b>	\$ -	\$ 100,000.00
<b>Recycling</b>	\$ -	\$ 10,000.00
<b>Public Buildings and Grounds</b>	\$ -	\$ 21,000.00
<b>Fleet Maintenance</b>	\$ -	\$ 54,000.00
<b>Recreation</b>	\$ -	\$ 5,000.00
<b>Parks</b>	\$ -	\$ 12,000.00
<b>Celebration of Public Events</b>	\$ -	\$ 4,000.00
<b>Senior Citizen Transportation</b>	\$ 9,000.00	\$ -
<b>Unclassified:</b>		
Electricity	\$ -	\$ 50,000.00



Street Lighting	\$ -	\$ 50,000.00
Telephone	\$ -	\$ 15,000.00
Gasoline	\$ -	\$ 30,000.00
<b>Statutory Expenditures</b>		
Social Security System	\$ -	\$ 75,000.00
Police and Fire Retirement System	\$ -	\$ 802,742.00
Defined Contribution Retirement Plan	\$ -	\$ 1,000.00
<u>Appropriations Outside CAPS</u>		
<b>Maintenance of Free Public Library</b>	\$ -	\$ 64,000.00
<b>Recycling Tax</b>	\$ -	\$ 10,000.00
<b>Interlocal: SRO Woodbury Schools</b>	\$ -	\$ 25,000.00
<b>Interlocal: Joint Municipal Court</b>	\$ -	\$ 75,000.00
<b>Interlocal: Joint Construction Code</b>	\$ -	\$ 30,000.00
<b>Recycling Tonnage Grant</b>	\$ -	\$ 24,056.06
<b>Gloucester Co. Human Serv. - Art in St.</b>	\$ -	\$ 5,000.00
<b>Gloucester Co. Human Serv - Juneteenth</b>	\$ -	\$ 1,250.00
<b>Capital Improvement Fund</b>	\$ -	\$ 75,000.00
<b>Payment of Bond Principal</b>	\$ -	\$ 715,000.00
<b>Interest on Bonds</b>	\$ -	\$ 272,555.00
<b>Green Trust Loan-Principal &amp; Interest</b>	\$ -	\$ 27,482.41
Totals for Current Fund	\$ 1,567,800.00	\$ 3,288,885.47

3. There is hereby appropriated pursuant to the condition of said local budget law relating to temporary budgets, the sum of Two Million Two Hundred Thirteen Thousand One Hundred Fifty-Three and 37/100 Dollars (\$2,213,153.37) to meet and pay the operating expenditures of the Water and Sewer Consolidated Utility of the City of Woodbury as follows:

Utility Operating: Salaries and Wages		\$ 170,000.00
Utility Operating: Other Expenses		\$ 378,000.00
Payments to Gloucester County Utilities Authority		\$ 450,000.00
Capital Outlay		\$ 20,000.00
Payment of Bond Principal		\$ 750,000.00
Interest on Bonds		\$ 182,450.00
NJEIT Infrastructure Loan Principal		\$ 224,303.37

	NJEIT Infrastructure Loan Interest			\$ 24,400.00
	Social Security System			\$ 14,000.00
	Total for Water and Sewer Consolidated Utility			\$ 2,213,153.37

4. The amount of emergency temporary appropriations made here shall be included under the correct headings in the budget as finally adopted for the fiscal year 2022, pursuant to Section 40A: 4-20 of the Revised Statutes, unless duly amended by resolution of the governing body.

This resolution shall take effect immediately.

**ADOPTED** at a regular meeting of the Mayor and City Council of the City of Woodbury on March 23, 2022.

**CITY OF WOODBURY**

\_\_\_\_\_  
**PHILIP D. HAGERTY,**  
**Council President Pro Tempore**

**ATTEST:** \_\_\_\_\_  
**CASSIDY L. SWANSON,**  
**Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilman Miller				
Councilwoman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

## CERTIFICATION

I, Cassidy L. Swanson hereby certify that the foregoing Resolution was adopted by the City Council, of the City of Woodbury, in the County of Gloucester and State of New Jersey at a meeting held on **March 23, 2022** at the Municipal Building, 33 Delaware Street, Woodbury, New Jersey 08096.

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Cassidy L. Swanson  
Acting City Clerk

**RESOLUTION NO. 22-77**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING  
EXECUTION OF ANY AND ALL DOCUMENTS NECESSARY FOR PARTICIPATION IN THE  
LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP)**

**WHEREAS**, access to safe and affordable drinking water and wastewater services is a fundamental element of health, safety, and well-being for households across America; and

**WHEREAS**, for many low-income households across America, water affordability needs have been significantly exacerbated by the COVID-19 public health crisis, and while water is required to follow the federal guidance from the Centers for Disease Control and Prevention (CDC) advising washing hands frequently in order to reduce the transmission of Covid-19, the pandemic has made it significantly more difficult for individuals and families to pay their home drinking water and wastewater bills; and

**WHEREAS**, the Low Income Household Water Assistance Program (LIHWAP) provides critical nationwide emergency support; and

**WHEREAS**, LIHWAP, a federally funded, State of New Jersey facilitated, COVID-19 relief related assistance program has been made available to the City of Woodbury Water and Sewer Utility; and

**WHEREAS**, in order for eligible residents in the City of Woodbury to participate in this program, the City must enter into a Contract for Services with the Low Income

Household Water Assistance Program (LIHWAP) through the New Jersey Department of Community Affairs.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the City of Woodbury, County of Gloucester, and State of New Jersey that Mayor and/or City Administrator be and is hereby authorized to execute the Contract for Services with the Low Income Household Water Assistance Program (LIHWAP) NJ Department of Community Affairs, the Data Sharing Agreement Between the State of New Jersey Department of Community Affairs and the City of Woodbury Water Sewer Utility, and any other documents necessary for participation in the Low Income Household Water Assistance Program.

**ADOPTED**, at a regular meeting of the Mayor and Council of the City of Woodbury, County of Gloucester and State of New Jersey on March 23, 2022.

**CITY OF WOODBURY**

\_\_\_\_\_  
**PHILIP D. HAGERTY,**  
**Council President Pro Tempore**

**ATTEST:** \_\_\_\_\_  
**CASSIDY L. SWANSON,**  
**Acting City Clerk**

Council Member	Ayes	Nays	Abstain	Absent
Councilwoman Carter				
Councilman Fleming				
Councilman Hagerty				
Councilwoman Harwell				
Councilman Miller				
Councilwoman Miller				
Councilwoman O'Connor				
Councilman Pisarcik				
Council President Merinuk				
Mayor Sickel				

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Cassidy L. Swanson  
Acting City Clerk