

**BOROUGH OF PENNS GROVE  
MAYOR AND COUNCIL  
MINUTES OF  
MARCH 6, 2018**

The Regular meeting of Mayor and Council was held on the above date in the courtroom of the Borough Hall, 1 State Street, Penns Grove, New Jersey. Meeting was called to order by Mayor John A. Washington, Sr.

Mayor Washington led the Pledge of Allegiance.

**Roll Call:**

Governing Body: Johnson, Oliver, Pasquale (@ 7:05 pm), Scott, Washington, Jr. all present; Poindexter- absent.

Also attending: Sharon Williams, Stephen Labb, Ericka Walker, Adam Telsey

2018-3-36: RESOLUTION AUTHORIZING EXECUTIVE SESSION

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

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

- I. Contractual Negotiation: Discussion of contractual matters concerning land and development. (pursuant to N.J.S.A. 10:4-12(7).

Motion to adopt by Washington; second Oliver. All in favor.

Motion to open Regular meeting by Scott; second Washington. All in favor.

Invocation was given by Reverend Peter Washington.

**COMMITTEE REPORTS:**

- Recreation/Board of Health: Washington addressed/stated the following: Animal Registrar report for the month of January 2018. Motion to receive and file the report by Oliver; second Scott. All in favor. Animal Registrar report for the month of February 2018. Motion to receive and file report by Oliver; second Scott. Code Enforcement report for the month of February 2018. Motion to receive and file report by Oliver; second Scott. All in favor.
- Buildings & Grounds: Johnson addressed/stated the following: Necessary renovations to municipal building; part needed for heater in Code Enforcement Officer's office. Washington stated that, in order to provide an office with adequate lighting, heating and cooling, the Code Enforcement Officer will be moved to office across from Clerk.
- Public Safety: In the absence of Poindexter, Washington addressed/stated the following: Current Booking Clerk may be resigning; application for Booking Clerk received from Charles Brown. Motion to hire, per DCA approval, by Washington; second Oliver. All in favor.
- Public Works/Streets & Roads: Oliver addressed/stated the following: Contacted Engineer regarding 2018-2019 DOT; lack of property maintenance by bank owned properties. Mayor suggested revisiting Future Systems proposal, stating that Salem City and Pleasantville have increase in revenue with no cost to their budgets. Labb stated that the collection process is being challenged.
- General Government: Pasquale addressed/stated the following: New account that the Finance Department is implementing. Labb explained F.A.S.T.
- Housing/Zoning & Construction/Shade Tree: Scott addressed/stated the following: Housing Officer report for the month of February 2018. Motion to receive and file the report by Oliver;

second Washington. All in favor. Meeting with landlords on February 26<sup>th</sup> and March 5<sup>th</sup>, with next meeting scheduled for March 12<sup>th</sup>

Mayor suggested increasing violation fee for those who fail to obtain a Certificate of Occupancy.

- SOLICITOR'S REPORT: Telsey addressed/stated the following: Received two proposals to provide Revaluation services.
- FINANCE OFFICER'S REPORT: Labb addressed/stated the following: Budget Status Report Expenditure Ratio based on Temporary Budget, from January to March 2018, is 72.22 percent; Resolutions for Tax Anticipation Note, Estimated Tax Bill, Canceling Grants, Cancelling old Revaluation reserve to current fund, State Contract for fire breathing apparatus; 2018 Budget meetings and Budget introduction by March 20<sup>th</sup>.
- CHIEF OF POLICE REPORT: Stranahan addressed/stated the following: Police Department report for the month of February 2018. Motion to receive and file report by Washington; second Scott. All in favor. Detective Spera named 'Officer of The Year'.
- FIRE CHIEF REPORT: Hartsough addressed/stated the following: Commended those awarded; Fire safety, checking batteries in smoke/fire/carbon monoxide alarms; Expressed concern regarding Fire Department building leaking roof.

#### RESOLUTIONS:

##### 2018-3-37: RESOLUTION TO AUTHORIZE RELEASE OF MORTGAGE

Motion to adopt by Washington; second Oliver. All in favor

##### 2018-3-38: RESOLUTION AUTHORIZING RELEASE OF REFUND 2018 CORE LOGIC

Motion to adopt by Oliver; second Washington. All in favor.

##### 2018-3-39: RESOLUTION AUTHORIZING PENNS GROVE POLICE DEPARTMENT RULES AND REGULATIONS

Motion to adopt by Washington; second Scott. All in favor.

##### 2018-3-40: RESOLUTION AUTHORIZING THE SALE, WITH CONDITIONS, OF BLOCK 60 LOT 2

Motion adopt by Oliver; second Washington. All in favor.

##### 2018-3-41: STATE CONTRACT RESOLUTION FOR LIFE SAVING BREATHING APPARATUS

Motion to adopt by Oliver; second Washington. All in favor.

##### 2018-3-42: RESOLUTION TO CANCEL REVALUATION RESERVE TO CURRENT FUND SURPLUS

Motion to adopt by Oliver; second Scott. All in favor.

##### 2018-3-43: RESOLUTION AUTHORIZING THE BOROUGH OF PENNS GROVE TAX COLLECTOR TO PREPARE AND MAIL ESTIMATED TAX BILLS IN ACCORDANCE WITH P.L. 1994, C. 72

Motion to adopt by Oliver; second Scott. All in favor.

##### 2018-3-44: RESOLUTION TO CANCEL VARIOUS RECEIVABLES AND RESERVES FROM THE BALANCE SHEET OF THE FEDERAL AND STATE GRANT FUND

Motion to adopt by Oliver; second Scott. All in favor.

##### 2018-3-45: RESOLUTION AUTHORIZING TAX ANTICIPATION NOTE

Motion to adopt by Washington; second Scott. All in favor.

##### 2018-3-46: RESOLUTION APPROVING PROPOSAL TO PROVIDE REVALUATION SERVICES

Motion to adopt by Oliver; second Scott. All in favor.

#### ORDINANCES:

2018-4 – SALARY ORDINANCE 2018 FOR PART-TIME HOUSING INSPECTOR AND ASSISTANT LANDLORD LICENSE CLERK

Motion to adopt by title only by Scott; second Pasquale. Roll call. Aye ayes.

OLD/NEW BUSINESS: Mayor expressed concern regarding the Borough's monitor from the Department of Community Affairs lack of communication with the governing body. Mayor requesting to be the contact person. Motion to appoint Mayor Washington as spokesperson, copying Council on all emails, by Washington; second Oliver. All in favor.

PAYMENT OF BILLS: Motion to pay all bills signed and audited by Washington; second Oliver. All in favor.

APPOINTMENTS: Motion to appoint Robert J. Ashe as member to the Penns Grove Ambulance by Washington; second Oliver. All in favor.

PUBLIC SESSION: Motion to open meeting to the public by Washington; second Oliver. All in favor.

Motion to close meeting to the public by Washington; second Oliver. All in favor.

ADJOURNMENT: Motion to adjourn by Washington; second Scott.

Respectfully Submitted

Sharon R. Williams, RMC  
Municipal Clerk

MINUTES ARE NOT VERBATIM. AUDIO ON FILE IN THE OFFICE OF THE MUNICIPAL CLERK