

**BOROUGH OF PENNS GROVE
MINUTES OF THE
MAYOR AND COUNCIL MEETING**

November 20, 2018

This meeting of the Borough Council was called to order by Mayor John A. Washington, Sr. in the courtroom of Borough Hall, 1 State Street, Penns Grove, New Jersey. Mayor Washington gave the Open Public Meeting Act.

Attendance:

Council	X
Johnson	X until 8:00 pm
Oliver	X
Pasquale	X
Poindexter	X
Scott	X
Washington, Jr.	X

Others Present:

Sharon R. Williams, Clerk
Ericka Walker, Assistant to Treasurer,
Adam Telsey, Solicitor

EXECUTIVE SESSION:

2018-11-163 – RESOLUTION AUTHORIZING EXECUTIVE SESSION

- I. Matters Relating To Attorney-Client Privilege Pursuant to N.J.S.A. 10:4-12b(7) – Discussion of the hiring of Special Prosecutor to address code violations.
- II. Matters Relating to Employment Relationship Pursuant to N.J.S.A. 10:4-12(8) – Discussion regarding the salary as it relates to the secretary of the Planning Board.

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

Motion to close Executive Session by Oliver; second Scott. All in favor.

REGULAR SESSION:

Motion to open Regular Meeting by Washington, Jr.; second Poindexter. All in favor.

Invocation made by Municipal Clerk.

Attendance:

Council	
Johnson	
Oliver	
Pasquale	
Poindexter	
Scott	
Washington, Jr.	

Others Present:

Sharon R. Williams, Clerk
Ericka Walker, Assistant to Treasurer,
Adam Telsey, Solicitor

CORRESPONDENCE:

- Salem County's 2nd Annual Economic Opportunity Forum for Municipalities
- Correspondence from Wilson Jiminez
- Invitation to the Late "Mom" Washington's Thanksgiving Dinner
- Mayor addressed illegal dumping, suggesting increasing fines.

COMMITTEE REPORTS:

- Parks & Recreation/Board of Health: Washington, Jr. addressed/stated the following: Penns Grove High School's Football Team will compete against Willingboro at the Giant's Stadium on November

24, 2018 at 1:05 p.m. The Recreation Department has booked a bus and pending outcome, a celebration and parade.

Some members of the public have left the bathrooms in the Borough in unsanitary conditions; suggesting closing the bathrooms to the public, unless tending to Borough business.

- Buildings & Grounds: Johnson addressed/stated the following: Christmas décor will be hung the week following Thanksgiving.
Pasquale seeking quotes for duct cleaning.
- Public Safety: Poindexter addressed/stated the following: Commended Police, Fire and Ambulance Departments for job well done.
Expressed appreciation to quick response to smoke alarm at his home.
- Public Works/Streets & Roads: Oliver addressed/stated the following: Leaf pickup being this week.
- General Government: Pasquale addressed/stated the following: Dilapidated seawall and the impact to several properties.
Mayor requested solicitor draft correspondence to owner of property that is causing the problem, requesting they appear before council. Sought and received one quote for duct cleaning as many employees have complained of sickness.
Two additional quotes needed for demolition of dilapidated houses.
Tax Collector Report for the month of October 2018. Motion to receive and file report by Scott; second Poindexter. All in favor.
- Housing/Zoning & Construction/Shade Tree: Scott addressed/stated the following: Introduced new Housing Inspector, Edward Ramsey.
Waiting on waiver approval by Department of Community Affairs, to hire Adam Hartsough as a part-time Housing Inspector at five hours per week.

DEPARTMENTAL REPORTS:

- SOLICITOR'S REPORT: Telsey addressed/stated the following: Nothing to report.
- MUNICIPAL CLERK'S REPORT: Williams addressed/stated the following: The need to resign as full-time Planning Board Secretary due to health. Deputy Clerk, Kayla Williams, will serve as part-time secretary; becoming full-time secretary to the Board once acclimated to the duties and responsibilities.
- FINANCE OFFICER'S REPORT: Walker addressed/stated the following: Budget Status Report to date is at 88.27 percent. 2018 Budget Appropriation Transfer Resolution for consideration to transfer funds into Buildings and Grounds for salary, due to extended grass cutting. Areas of concern regarding Best Practice Sheet are Financial Disclosure Statements, updating website, audit findings corrections. The Borough did, however, score 85 percent on the Best Practice Check Sheet and will receive 100 percent of state aid.
- CHIEF OF POLICE REPORT: Strananhan addressed/stated the following: Complaints to date; increase in drug overdoses resulting in deaths; increase in park lights to \$124.96; all Officers have completed mandatory trainings, including Taser. Additional training in ALCO testing will be held this month. Patrolman Harris has completed waiver class and will begin active shift on November 21, 2018. Finalizing the hire of sixteenth Officer. Signage for the 'dead end' of South Broad Street has been ordered.
- FIRE CHIEF REPORT: Hartsough addressed/stated the following: Santa will ride through town on December 22, 2018; transmission in fire truck has failed and will be sent for service on November 21st; no response to grant application for new fire truck; Members of department attending 'live burn' training November 18, 2018.

RESOLUTION(S):

2018-11-164 – RESOLUTION AUTHORIZING THE REFUND OR PAID RECORDING FEES

WHEREAS, the following property's tax sale certificate #18-00515 was redeemed on November 2, 2018. The tax sale certificate was not recorded therefore the recording fees shall be refunded to the redeemer; and

WHEREAS, the property is as follows:

Block 34, Lot 10, also known as 11 Marsden Avenue, and

WHEREAS, the amount of the refund is \$50.00 and should be issued to:

John J Harmon 11 Marsden Avenue Penns Grove NJ 08069

NOW THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Penns Grove, County of Salem a refund should be issued in the amount of \$50.00 from the Tax Collectors' Redemption Account.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Tax Collector and the Chief Financial Officer for their record and guidance.

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

2018-11-165 – RESOLUTION OF THE BOROUGH OF PENNS GROVE APPROVING THE FILING OF AN APPLICATION TO THE US DEPARTMENT OF AGRICULTURE-RURAL DEVELOPMENT (USDA-RD), FOR FUNDING UNDER THE COMMUNITY FACILITIES LOAN AND GRANT PROGRAM

WHEREAS, the Borough of Penns Grove desires to apply to USDA-RD for funding under the Community Facilities Loan and Grant Program in an amount not to exceed \$550,000, to assist with the purchase of a new aerial ladder truck for use by the Penns Grove (Liberty) Volunteer Fire Department; and

WHEREAS, the Borough has applied for a \$400,000 grant from the NJ Department of Community Affairs, Small Cities Program, towards the purchase of this aerial ladder truck, estimated to cost \$940,100 and which will replace two existing fire vehicles that are at the end of its useful life expectancy; and

WHEREAS, the Borough recognizes the need to seek supplemental funding outside of the Small Cities Program as a means to obtaining the aerial truck; and

WHEREAS, the Borough has determined that this aerial truck is necessary to help ensure firefighter safety and the protection of property; and

WHEREAS, the Borough desires to apply to the U.S. Department of Agriculture Rural Development for funding under the Community Facilities Loan and Grant Program for the purpose noted herein;

NOW, THEREFORE, BE IT RESOLVED, that supplemental funding for the purchase of a new aerial ladder truck by the Borough for use by the Penns Grove Liberty Volunteer Fire Department is hereby in all respects approved; and be it further resolved that the Mayor or his designee and the Clerk of the Borough of Penns Grove are hereby authorized to execute all documents associated with the Application for USDA Rural Development funding under the Community Facilities Loan and Grant Program.

Motion to adopt by Washington, Jr.; second Pasquale. All in favor.

2018-11-166 – 2018 BUDGET APPROPRIATIONS TRANSFERS

WHEREAS, it has become necessary to expend for certain purposes specified in the 2018 budget amounts of the respective sums appropriated therefore; and

WHEREAS, there is an excess in one or more appropriations over and above the amounts deemed necessary to satisfy the purposes of such appropriations; and

WHEREAS, N.J.S.A. 40A:4-58 provides for the transfers of such excess amounts in appropriations to those appropriations which are insufficient;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Penns Grove, County of Salem, State of New Jersey that the following transfers are hereby authorized to be made by and between the 2018 budget appropriations:

TRANSFERS TO:	<u>TO:</u>	<u>FROM:</u>
SALARY & WAGES		
Public Buildings & Grounds	1,200.00	
TRANSFER FROM:		
OTHER EXPENSES		
Public Buildings and Grounds		1,200.00
Total Transfers	\$ 1,200.00	\$ 1,200.00

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

2018-11-167 – A RESOLUTION AUTHORIZING THE SALE OF PENNS GROVE BLOCK 75 LOT 8

WHEREAS, the Borough of Penns Grove (“Borough”) is the owner of certain lands and premises within the Borough and shown on the Penns Grove Borough tax map as follows:

Block 75, Lot 8 (43 South Smith Street) (the “Property”)

WHEREAS, the Property is not needed for public use; and

WHEREAS, in accordance with N.J.S.A. 40A:12-13(a) the Property was publicly advertised for sale with a minimum purchase price of \$200.00; and

WHEREAS, the Borough received one bid in response to the advertisement in the amount of \$200.00 from Santiago Torres; and

WHEREAS, this sale is authorized by N.J.S.A. 40A:12-13(b)(2).

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Mayor and Council of the Borough of Penns Grove that the Property shall be sold to Mr. Torres for \$200.00 and that the Mayor is authorized to execute the contract of sale, deed and any other document necessary for the sale of the Property.

AND, BE IT FURTHER RESOLVED, that the Clerk certify a copy of this Resolution and file it on the public record.

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

ORDINANCE(S):

2018 – 16 – SALARY ORDINANCE 2018 – AMENDING SALARY FOR SECRETARY TO THE PENNS GROVE PLANNING BOARD

Telsey stated that since the Planning Board hires and establishes the salary for its’ employee’s, therefore this Ordinance is not required.

BILLS: Motion to pay all bills signed and audited by Poindexter; second Scott. All in favor.

APPOINTMENTS:

Motion to appoint Anthony D. Peverelle to the Borough’s Liberty One Fire Department by Washington, Jr.; second Poindexter. All in favor.

Mayoral Report: Mayor John A. Washington, Sr. addressed/stated the following:

Will meet with Tax Assessor prior to next public property sale and suggested award of properties by January 2019.

Concern regarding foreclosure of a property that was owned by long term owner.

Concern regarding the lack of action by the developer of Flameworks.

PUBLIC SESSION:

Motion to open meeting to the public by Washington, Jr.; second Poindexter. All in favor.

Motion to open meeting to the public by Washington, Jr.; second Poindexter. All in favor.

Motion to adjourn by Oliver; second Poindexter. All in favor.

Respectfully Submitted,

Sharon R. Williams, R.M.C., C.M.R.
Municipal Clerk

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