

**BOROUGH OF PENNS GROVE
COUNTY OF SALEM, STATE OF NEW JERSEY
MAYOR AND COUNCIL
REGULAR MEETING- 6:30 P.M.
COURTROOM/ VIA VIDEO TELECONFERENCE3 (VTC)
JANUARY 18, 2022-MINUTES**

Meeting was called to order at 6:30 p.m. and called to order by Mayor LaDaena D. Thomas

Mayor Thomas made the Open Public Meeting Statement: In accordance with section V of the Open Public Meetings Act, Chapter 231 P.L. 1975, Notice of this meeting was posted on the Borough of Penns Grove Municipal Bulletin Board designed for that purpose. Notice as also posted on the Borough Penns Grove website: www.pennsgrove-nj.org and was emailed to the official newspaper as provided by Resolution. Additionally, in response to the state of emergency in New Jersey regarding COVID 1-19 ("Coronavirus"), this January 18, 2022 meeting was held in the Courtroom of Borough Hall, 1 State Street, Penns Grove, NJ and via "Zoom" online meeting platform.

Mayor led the Pledge of Allegiance.

Invocation by Deputy Clerk, Mandy Renner

ROLL CALL: Carter-present, Worley- present, Martin-present, Mincey-present, Scarpaci-present.

MINUTES:

December 21, 2021- Regular Session

Motion to adopt by Worley; second Martin. Roll Call. All aye.

Also, present were: Madam Mayor LaDaena Thomas, Rob Tarver, Borough Solicitor, Stephen Labb, CFO, Sean Brown, Business Administrator, and Richard Rivera, Police Director.

PAYMENT OF BILLS & APPROVAL OF BILL LIST: Mayor Thomas, asked for motion to approve Minutes of the regular session from. Motion was moved by Councilwoman Worley, Councilwoman Martin seconded the motion.

INTRODUCTION OF RESOLUTIONS FOR COSIDERATION BY CONSENT:

2022-1-19 – RESOLUTION AUTHORIZING A CONTRACT FOR ENGINEERING SERVICES FOR NJDCA SMALL CITIES PUBLIC FACILITIES GRANT FUNDING FOR INFRASTRUCTURE FOR THE EAST PITMAN STREET PROJECT (Remington & Vernick)

Motion to adopt Resolution No. 2022-1-19 by consent Worley; second Martin. Roll Call. All aye.

2022-1-20 – RESOLUTION AUTHORIZING A CONTRACT FOR ENGINEERING SERVICES FOR NJDCA SMALL CITIES PUBLIC FACILITIES GRANT FUNDING FOR INFRASTRUCTUR IMPROVEMENTS FOR THE DELAWARE AVENUE PROJECT (Remington & Vernick)

Motion to adopt Resolution No. 2022-1-20 by consent Mincey; second Carter. Roll Call. All aye.

2022-1-21 – RESOLUTION AUTHORIZING A CONTRACT FOR GRANT ADMINISTRATIVE SERVICES FOR NJDCA SMALL CITIES PUBLIC FACILITIES GRANT FUNDING FOR INFRASTRUCTURE IMPROVEMENTS FOR THE EAST PITMAN STREET PROJECT (TRIAD Associates)

Motion to adopt Resolution No. 2022-1-21 by consent Worley; second Mincey. Roll Call. All aye.

2022-1-22 – RESOLUTION TO AUTHORIZE RELEASE OF MORTGAGE (35 South Broad Street)

Motion to adopt Resolution No. 2022-1-22 by consent Mincey; second Worley. Roll Call. All aye.

2022-1-23 – A RESOLUTION OF CONDOLENCE FOR THE FAMILY OF EVANGELIST DR. PEGGIE O’NEIL CLEVELAND

Motion to adopt Resolution No. 2022-1-23 by consent Martin; second Mincey. Roll Call. All aye.

2022-1-24 – A RESOLUTION APPROVING THE JOB DESCRIPTION FOR EMERGENCY MANAGEMENT COORDINATOR

Motion to adopt Resolution No. 2022-1-24 by consent Martin; second Carter. Roll Call. All aye.

2022-1-25 – A RESOLUTION APPROVING THE JOB DESCRIPTION FOR POLICE DIVISION SENIOR OFFICE ADMINISTRATOR

Motion to adopt Resolution No. 2022-1-25 by consent Mincey; second Worley. Roll Call. All aye.

2022-1-26 – RESOLUTION AUTHORIZING EMPLOYEE APPOINTMENTS FOR CALENDAR YEAR 2022

Motion to adopt Resolution No. 2022-1-26 by consent Worley; second Carter. Roll Call. All aye.

2022-1-27 – A RESOLUTION APPROVING THE JOB DESCRIPTION FOR ADMINISTRATIVE CLERK

Motion to adopt Resolution No. 2022-1-27 by consent Worley; second Mincey. Roll Call. All aye.

FIRST READING AND INTRODUCTION OF ORDINANCE(S):

2022-1 – SALARY ORDINANCE 2022 FOR NON-CONTRACTUAL EMPLOYEES

Motion to adopt by Title Only by Worley; second Carter. Roll call. Carter-yes, Worley-yes, Martin-yes, Mincey-yes, Scarpaci-yes. Motion passes.

COMMITTEE REPORTS:

Building and Grounds (Worley, Martin, Scarpaci) Councilwoman Worley stated/addressed the following: Committee meet with Engineer to discuss replacement gutters on the Ambulance hall and the issues to be abated per the Fire Marshall inspection.

General Government (Martin, Carter, Worley) Councilwoman Martin stated/addressed the following: The committee meeting meet on January 11, 2022 with all members in attendance. Corrective Action Plan is still in progress. Preparation of Borough Newsletter to keep residents informed.

Housing/Zoning & Planning/Shade Tree (Rambo, Scarpaci, Martin) Councilman Rambo was absent. Nothing to report.

Recreation/ Board of Health (Carter, Rambo, Mincey) Councilmen Carter stated/addressed the following: Nothing to report.

Public Works/Streets & Roads (Scarpaci, Mincey, Rambo) Councilwoman Scarpaci stated/addressed the following: Committee meet on January 6, 2022 and discussed the public Works contract. A snow removal Ordinance is currently being drafted.

Public Safety (Mincey, Worley, Carter) Councilwoman Mincey stated/addressed the following: Nothing to report.

DEPARTMENTAL REPORTS:

Business Administrator Report: Sean Brown stated/addressed the following: There was a Covid outbreak that affected staff and others. Building is currently closed to the public. Three applications have been submitted for the \$25,000 Anti Violence Grant. Expressed the need to create a temporary grant committee to review applications.

Finance Officer Report: Stephan Labb stated/addressed the following: Edmunds Accounting Software System rollover for 2022. Renewed U.S. Government's System for Award Management or (SAM), which must be renewed on an annual basis in order to apply for Federal Grants. Will be working on the

Borough's 4th quarter Federal 941 and State NJ wr-30 Tax Forms. Working with the Auditor on the Annual Debt Statement and Annual Financial Statement. Total receipts for the month of December 2021 \$1,330,100.93.

Police Director Report: Richard Rivera stated/addressed the following: Another Officer will be leaving the Borough. The officers went above and beyond helping with the storm that happened this past Saturday.

Fire Chief Report: Nothing to report.

Ambulance/EMS Captain Report: The hospitals are still on Divert and remain full.

Attorney Report: Matters for Executive Session.

Mayoral Comments: Mayor Thomas stated/addressed the following: Expressed appreciation to the Penns Grove High School for permitting participate in the video making recognizing Martin Luther King and Black History Month.

OLD BUSINESS: Councilwoman Scarpaci addressed a Resolution from 2019 Transfer of Property to Habitat for Humanity. Mayor Thomas expressed the support to follow this Resolution.

NEW BUSINESS:

2022-1-29 – A RESOLUTION OF CONDOLENCE FOR THE FAMILY OF HENRY CAUSEY
Motion to adopt by Carter; second Mincey. Roll call. All ayes.

PUBLIC SESSION:

Mayor solicited public comment.
No public member had a comment

EXECUTIVE SESSION:

2022-1-30 – RESOLUTION AUTHORIZING EXECUTIVE SESSION

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:

1. Matters Relating to Attorney-Client Privilege Pursuant to N.J.S.A. 10:4-12b(7) – Matters involving a settlement agreement as it relates to T.P.

BE IT FURTHER RESOLVED that the minutes of the closed session will be made available to the public when the need for privacy no longer exists.

Motion to adopt by Scarpaci; second Martin. Roll call. All ayes.

REGULAR SESSION:

2022-1-31 – RESOLUTION AUTHORIZING SETTLEMENT AFTER EXECUTIVE SESSION

Motion to adopt by; second Mincey. Roll call. Carter-yes, Worley-yes, Martin-yes, Mincey-Abstain, Scarpaci-yes. Motion passes.

Adjournment: Motion to adjourn by Carter; second Worley.

Respectfully Submitted,

Mandy Renner
Deputy Clerk