

BOROUGH OF PENNS GROVE  
COUNTY OF SALEM, STATE OF NEW JERSEY  
MAYOR AND COUNCIL  
WORK SESSION - 6:30 P.M.  
COURTROOM/ VIA VIDEO TELECONFERENCE3 (VTC)  
March 15, 2022 MINUTES

This 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](http://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 March 15, 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 Sharon Williams, Municipal Clerk.

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

PAYMENT OF BILLS & APPROVAL OF BILL LIST: Motion to approve payment of bills and approval of bill list by Scarpaci; second Martin. Roll call. All ayes.

INTRODUCTION OF RESOLUTION(S) FOR CONSIDERATION BY CONSENT:

2022-3-60 – A RESOLUTION OF CONDOLENCE FOR THE FAMILY OF OREVA L. THOMAS  
Motion to adopt by Martin; second Scarpaci. Roll call. All ayes.

2022-3-61 – RESOLUTION PROVIDING FOR THE TRANSFERS OF THE 2021 BUDGET  
APPROPRIATION RESERVES  
Motion to adopt by Scarpaci; second Martin. Roll call. All ayes.

INTRODUCTION AND FIRST READING OF ORDINANCE(S):

2022-4 – AN ORDINANCE AMENDING SECTION 173-4, LICENSING FEES FOR RETAIL LIQUOR  
LICENSES  
Motion to adopt by Title only by Scarpaci; second Martin.  
Tarver explained that the statute permits an increase in fees by twenty percent over the prior year fee.  
Roll call. All ayes.

2022-5 – AN ORDINANCE TO CONVEY BLOCK 7, LOT 91 A/K/A 444 PARK AVENUE IN THE  
BOROUGH OF PENNS GROVE, TO HABITAT FOR HUMANITY, A DULY INCORPORATED NONPROFIT  
ORGANIZATION, FOR THE PURPOSE OF BUILDING OR REHABILITATING SAID PROPERTY FOR  
RESALE  
Motion to adopt by Title only by Scarpaci; second Martin. Roll call. All ayes.

**BUDGET:**

Mayor stated that she, Labb and Brown met with the State Monitor regarding the budget, further advising that, per the monitor, the Borough has a surplus and the budget is in excellent shape. Mayor addressed several future goals, the increase in the tax collection rate.  
Consensus to hold budget meeting, to introduce the budget, on March 22, 2022 at 6:00 p.m.

Scarpaci stated the need to prepare budget for an increase in engineering fees due to the infrastructure bill.

Brown advised that the monitor has approved the position of Assistant Clerk to the Business Administrator, from part time to a full time position. Brown suggested employing a Professional Planner to review, improve and update the zoning code.  
Scarpaci suggested two part time positions versus one full time position.

Labb addressed the Municipal Budget information and the Borough's surplus.

Brown expressed concern that 65 percent of the Borough residents are renters; further stating the need to hold Landlord's accountable.

Tarver stated that the Landlord Licensing and Certificate of Occupancy code is under review.  
Scarpaci suggested credit and background check with references.

Mincey suggested budgeting for the "Blackboard".

Brown advised that "Blackboard" is budgeted through the Recovery Funds.

#### ITEMS FOR CONSIDERATION AND DISCUSSION:

Personnel Policy and Procedure Manual – Consensus matter will be discussed when Councilwoman Worley is present.

Salem County Local Government Dinner Meeting – Municipal Clerk advised that Borough Council will host the Salem County Local Government dinner meeting on March 24, 2022 at DiPaolo's Ristorante at 6:30 p.m.

#### PUBLIC SESSION:

Patti Bomba, Hawksbridge Road, Carneys Point, expressed appreciation to Mayor and Council for the donation of land made to Habitat For Humanity.

Ron Giordano, Sack Avenue, Penns Grove, suggested speaking with Carney's Point Township official regarding the Certificate of Occupancy process. Mr. Giordano expressed concern regarding the need for pothole repair, suggesting using infrastructure bill to hire a contractor. Mr. Giordano questioned the repair status of the Borough's pickup truck.

John Scarpaci, Railroad Avenue, Penns Grove, questioned the status of the repair of a trash receptacle.

Greg Martin, Spruce Street, Penns Grove suggested that Mayor and Council stay encouraged.

#### EXECUTIVE SESSION:

2022-3-62 – A 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:

- I. Matters Relating to Litigation and Attorney-Client Privilege Pursuant to N.J.S.A. 10:4-12b(7) –
  - Discussion of Hudson vs. Borough of Penns Grove
  - Discussion of Scott vs. Borough of Penns Grove
  - Discussion of Riley vs. Borough of Penns Grove

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 Martin; second Scarpaci. Roll call. All ayes.

Motion to adjourn by Scarpaci; second Martin. All in favor.

Respectfully,

Sharon R. Williams, RMC  
Municipal Clerk