

**MINUTES
BOROUGH OF FOLSOM
RE-ORGANIZATION MEETING
JANUARY 5, 2021**

MEETING CALLED TO ORDER AT 6:04PM

SALUTE TO THE FLAG

OPENING STATEMENT: Adequate notice of this meeting has been given in accordance with the directives of the "Open Public Meetings Act", pursuant to Public Law 1975, Chapter 231. Said notice of this meeting has been advertised in the Hammonton Gazette and has been posted on the Borough Hall bulletin board showing the time and place of said meeting.

INVOCATION: Judge Frank Raso

ADMINISTERING OATHS OF OFFICE:

Judge Frank Raso administered the Oath of Office to Jacob Blazer, James Whittaker and Albert Norman

ROLL CALL: Conway, Norman, Porretta, Whittaker, Hoffman and Blazer

ALSO PRESENT: Mayor Schenker, Solicitor Angela Costigan and Jen Heller (Polistina)

Mayor Schenker asked for a nomination for Council President:

Councilman Blazer made a motion to nominate Councilman Conway and Councilman Norman seconded that motion.

Roll Call Vote: Conway-A Norman-Y Porretta-Y Whittaker-Y Hoffman-Y and Blazer-Y

MEETING OPEN TO PUBLIC: NO COMMENTS

CLERK'S CORRESPONDENCE: NONE

RESOLUTIONS: Mayor Schenker stated that the resolutions will be under Consent Agenda this evening and if any Councilmember would like a resolution read separately to let him know now.

Consent Agenda: All matters listed under Consent Agenda are considered to be routine by this Borough Council and will be enacted by one motion in the form listed. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Councilman Norman asked that Resolution #2021-5 be pulled from Consent Agenda and voted on separately.

**RESOLUTION 2021-01
BOROUGH OF FOLSOM**

**A RESOLUTION AUTHORIZING THE ANNUAL SCHEDULE OF WORKSHOP AND
REGULAR MEETINGS OF THE BOROUGH OF FOLSOM COUNCIL FOR THE CALENDAR
YEAR 2021**

BE IT RESOLVED BY THE COUNCIL OF THE BOROUGH OF FOLSOM AS FOLLOWS:

Workshop and Regular meetings of the Mayor and Council of the Borough of Folsom are to be held at the Municipal Building, 1700 12th Street, Folsom, NJ. The Workshop Meeting will start at 6:00 PM and continuing immediately thereafter with the regular meeting according to the schedule for the period of January 1, 2021 through to December 31, 2021 along with the reorganization meeting and regular Council meeting of 2022 inclusive:

| | | | |
|-------------------|---------|---------|--------------------------|
| February 09, 2021 | Tuesday | 6:00 PM | Workshop/Regular Meeting |
| March 09, 2021 | Tuesday | 6:00 PM | Workshop/Regular Meeting |
| April 13, 2021 | Tuesday | 6:00 PM | Workshop/Regular Meeting |
| May 11, 2021 | Tuesday | 6:00 PM | Workshop/Regular Meeting |
| June 08, 2021 | Tuesday | 6:00 PM | Workshop/Regular Meeting |
| July 13, 2021 | Tuesday | 6:00 PM | Workshop/Regular Meeting |
| August 11, 2021 | Tuesday | 6:00 PM | Workshop/Regular Meeting |
| September 14,2021 | Tuesday | 6:00 PM | Workshop/Regular Meeting |
| October 12,2021 | Tuesday | 6:00 PM | Workshop/Regular Meeting |
| November 09,2021 | Tuesday | 6:00 PM | Workshop/Regular Meeting |
| December 14, 2021 | Tuesday | 6:00 PM | Workshop/Regular Meeting |
| January 04, 2022 | Tuesday | 6:00 PM | Reorganization Meeting |
| January 11, 2022 | Tuesday | 6:00PM | Workshop/Regular Meeting |

**RESOLUTION 2021-02
BOROUGH OF FOLSOM**

A RESOLUTION AUTHORIZING THE RULES THAT APPLY TO ALL MEETINGS

BE IT RESOLVED, by the Mayor and Council of the Borough of Folsom, that in accordance with Chapter 231, Public Law 1975 the following rules will apply to all meetings of the Borough Council during the year 2021

- 1) Regular meetings will be held on the second Tuesday of each month starting with a workshop at 6:00PM continuing immediately thereafter with the Regular Council Meeting at the Borough Hall and maybe postponed to a later date upon proper approval of the Governing Body.
- 2) The Mayor, for matters of importance, may hold special meetings provided that proper notice is given to all members of the Governing Body at least 48 hours in advance of the Special meeting in accordance with the Open Public meetings Act.
- 3) Notice of all regular and postponed meetings will be given to the Hammonton Gazette at least 48 hours in advance of the meeting date. Special meeting notice will be given as soon as possible. All changes in meeting notices will be posted on the bulletin board at the Borough Hall.
- 4) Emergency meeting of the Governing Body maybe held, however, only the emergency matter may be discussed or acted upon.
- 5) Minutes of all meetings upon adoption will be available for inspection by the public at the Clerk's Office prior to the next regular meeting.

6) The Agenda for all regular meetings will be as follows:

- a) Call meeting to order
- b) Flag Salute
- c) Opening Statement
- d) Roll Call
- e) Approval of Minutes
- f) Reports
- g) Comments of the public
- h) Correspondence
- i) Introduction/adoption of Ordinances
- j) Resolutions
- k) Reports
- l) Comments from the public on Reports
- m) Approval of the bill list
- n) Adjournment

BOROUGH OF FOLSOM

RESOLUTION NO. 2021-3

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR BOROUGH AUDITOR

WHEREAS, N.J.S.A. 40A:5-4 provides that the Governing Body of every local unit shall cause an annual audit of the books, accounts and financial transactions to be made after the close of the fiscal year and for the purpose shall employ a Registered Municipal Accountant of the State of New Jersey; and

WHEREAS, the Borough of Folsom has procured the audit as a NON-FAIR AND OPEN contract pursuant to the provisions of NJSA 10:44A-20.4 (or 20.5 as appropriate); and

WHEREAS, the CFO has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by the Governing Body; and

WHEREAS, **Ford-Scott & Associates LLC**, has submitted a proposal dated December 3 , 2020 indicating they will provide the audit for a fee of \$19,000.00, encumbered against line 20-130 and;

WHEREAS, **Ford-Scott & Associates LLC**, has completed and submitted a Business Entity Disclosure Certification which certifies that **Ford-Scott & Associates LLC**, has not made any reportable contributions to a political or candidate committee in the Borough of Folsom in the previous one year, and that the contract will prohibit **Ford-Scott & Associates LLC** from making any reportable contributions through the term of the contract and;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) requires that the Resolution authorizing the award of contracts for “Professional Services”, must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Folsom, County of Atlantic, State of New Jersey that

1. The Township Committee authorizes the Clerk to enter into a contract with Harvey C. Cocozza, Jr., Ford-Scott & Assoc. LLC as described herein; and,
2. That a copy of this Resolution be published in the Hammonton Gazette as required by law within ten (10) days of its passage.
3. That the Business Disclosure Entity Certification and the Determination of Value be placed on file with this Resolution.

**BOROUGH OF FOLSOM
RESOLUTION NO. 2021-4**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
BOND COUNSEL**

WHEREAS, the Borough of Folsom has a need to acquire Bond Counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Chief Financial Officer/Purchasing Agent has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and estimated at \$3500.00 for year 2021 and;

WHEREAS, the anticipated term of this contract is one (1) year; and may be extended as approved by the Governing Body; and,

WHEREAS, Joel M. Fleishman Esq. is a licensed New Jersey attorney employed by the firm **Fleishman Daniels Law Offices LLC**, which has submitted a proposal indicating they will provide the services of municipal Bond Counsel, in accordance with the terms and provisions of the Contract appended to the proposal; and

WHEREAS, Fleishman Daniels Law Offices LLC, have completed and submitted a Business Entity Disclosure Certification which certifies that **Fleishman Daniels Law Offices LLC**, have not made any reportable contributions to a political or candidate committee in the Borough of Folsom in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract, and

WHEREAS, the funds will be encumbered by purchase order on an as needed basis, as required by pursuant to N.J.A.C 5:30-5.4 and charged against line 20-155-02,

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Folsom authorizes the Borough Clerk to enter into a contract with **Fleishman Daniels Law Offices LLC**, as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and,

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Folsom, County of Atlantic, State of New Jersey that

4. That a copy of this Resolution be published in the Hammonton Gazette as required by law within ten (10) days of its passage.

5. That the total dollar amount of the contract is based on a reasonable estimate of services required, and the local unit is not obligated to spend the entire amount.

**RESOLUTION 2021-06
BOROUGH OF FOLSOM**

**A RESOLUTION DESIGNATING BANKS AND SIGNATORIES FOR THE BOROUGH OF
FOLSOM**

WHEREAS, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution pass by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state;

NOW, THEREFORE, BE IT RESOLVED, on the January 5^h 2021, by the Council of the Borough of Folsom, County of Atlantic, and State of New Jersey, that:

Capital Bank, BB&T, Ocean First Bank, TD Bank, and Wells Fargo Bank

and/or any banking institution licensed to do business in the State of New Jersey or federally be and are hereby designated as depositories for the Borough of Folsom for the year 2021.

Prior to the deposit of any municipal funds in the above mentioned depositories, said bank shall file with the Chief Financial Officer a statement indicating that the bank is covered under the Government Units Deposit Protection Act (R.S. 17:9-41).

BE IT RESOLVED, by the Council of the Borough of Folsom that the following Borough Officials are hereby authorized to sign checks, withdrawal slips and initiate electronic file transfers. The primary governmental accounts require the original signature of the Chief Financial Officer, countersigned by one of the following: the Municipal Clerk, Mayor or Council President. These accounts include the following: Current Account, Community Events Account, Dog License Trust, Escrow Review Trust, Unemployment Trust, Capital Account, and Small Cities Account.

Dawn Stollenwerk, Chief Financial Officer
Patricia M. Gatto, Municipal Clerk
Greg Schenker, Mayor

The Payroll Account requires the signatures of the Chief Financial Officer, Municipal Clerk and Mayor. Laser and electronic signatures are permitted on payroll checks and payroll tax forms.

BE IT FURTHER RESOLVED, the following officials are authorized to initiate transactions on the following trust and operational accounts:

| | |
|-------------------------|--|
| TTL Redemption Account: | Tax Collector, Bertha Cappuccio Chief Financial Officer, Dawn Stollenwerk |
|-------------------------|--|

| | |
|---|---|
| Construction Official's Account: (2 of 3 signatures) | Chief Financial Officer, Dawn Stollenwerk Municipal Clerk, Patricia M. Gatto |
|---|---|

BE IT FURTHER RESOLVED that signature cards with the signatures of the authorized officials be forwarded to all Township Depositories.

**RESOLUTION 2021-07
BOROUGH OF FOLSOM**

**A RESOLUTION ADOPTING THE CASH MANAGEMENT PLAN FOR THE BOROUGH OF
FOLSOM**

WHEREAS, it is the desire of the Council of the Borough of Folsom to adopt a cash management plan in accordance with N.J.S.A. 40A: 5-14; and

WHEREAS, the Borough is authorized to invest idle funds in accordance with N.J.S.A.5: 15-1, as well as the following Governmental Unit Depository Protection Act (GUDPA) approved banks;

WHEREAS, the Chief Financial Officer will provide the Governing Body with a monthly report that summarizes:

1. All investments made or redeemed over the past month
2. Each Organization holding local unit funds
3. The amount of securities purchased, book value, earned income, fees incurred, and market value of all investments as of the report date and;
4. Other information that the governing body may request

WHEREAS, provided that local unit funds are deposited or invested as designated or authorized by this cash management plan, the Chief Financial Officer is relieved of any liability for any loss of such monies due to the insolvency of closing of any depository designed by or for the decrease in value of any investment authorized by the cash management plan;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Folsom that Capital Bank, BB&T, Ocean First Bank, TD Bank, and Wells Fargo Bank be and the same are hereby designated the official Depositories of the Borough of Folsom; and

BE IT RESOLVED, that the above cash management plan be adopted by the Borough of Folsom, County of Atlantic, State of New Jersey effective for the 2021 calendar year.

**RESOLUTION 2021-08
BOROUGH OF FOLSOM**

A RESOLUTION AUTHORIZING A RATE OF INTEREST FOR NON-PAYMENT OF TAXES

WHEREAS, N.J.S.A. 54: 5-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the payment of taxes as provided by law.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Folsom, County of Atlantic and State of New Jersey, as follows:

The Tax Collector is hereby authorized and directed to charge eight percent (8%) per annum on the first \$1,500.00 of taxes becoming delinquent as due date and eighteen percent (18%) per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after the due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of six percent (6%) shall be charged against the delinquency.

There will be a ten (10) day grace period of quarterly tax payments made by cash, check, or money order. If payments are not received within the grace period, interest is then calculated from the date when the payment was originally due, until the date of actual payment.

**RESOLUTION 2021-09
BOROUGH OF FOLSOM**

A RESOLUTION LISTING THE LEGAL HOLIDAYS FOR THE BOROUGH

WHEREAS, the following days will be observed in the Borough and for the convenience of the residents the list of holidays are:

| | | |
|-------------------------------|----------|--------------------|
| New Year's Day | Friday | January 1, 2021 |
| Martin Luther King's Birthday | Monday | January 18, 2021 |
| President's Day | Monday | February 15, 2021 |
| Good Friday | Friday | April 2, 2021 |
| Memorial Day | Monday | May 31, 2021 |
| Independence Day | Monday | July 05, 2021 |
| Labor Day | Monday | September 06, 2021 |
| Columbus Day | Monday | October 11, 2021 |
| General Election Day | Tuesday | November 02, 2021 |
| Veteran's Day | Thursday | November 11, 2021 |
| Thanksgiving Day | Thursday | November 25, 2021 |
| Day after Thanksgiving | Friday | November 26, 2021 |
| Christmas Eve | Friday | December 24, 2021 |
| Christmas Day | Monday | December 27, 2021 |

**BOROUGH OF FOLSOM
RESOLUTION 2021-10
A RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPERS FOR THE BOROUGH OF
FOLSOM**

BE IT RESOLVED, by the Mayor and Council of the Borough of Folsom that, namely

**THE HAMMONTON GAZETTE
THE PRESS OF ATLANTIC CITY**

be and are hereby designated as the Official Newspapers of the Borough of Folsom for the publication of such Legal Notices as shall be required during the year 2021

**RESOLUTION 2021-11
BOROUGH OF FOLSOM**

A RESOLUTION ESTABLISHING A MILEAGE RATE FOR AUTOMOBILE USE

WHEREAS, the Borough of Folsom has previously established a mileage allowance to reimburse its employees, officers, and agents for employment connected business use of personal automobiles in accordance with the rate allowed by the Internal Revenue Service; and

WHEREAS, the Internal Revenue Service has announced that for business use the mileage allowance is now decreased to .56 cents per mile (Adv Rev Proc 99-38, Sec.5.01): and

WHEREAS, the mileage allowance is intended to reimburse all vehicle related expenses including maintenance, repairs, tire, gas, oil, insurance, license, and registration fees, but not including parking fees and tolls which may be separately reimbursed when appropriate.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Folsom, County of Atlantic, State of New Jersey as follows:

1. The Mayor and Council of the Borough of Folsom do hereby establish .56 cents per mile as the rate for reimbursement of employment related use of personnel automobiles in accordance with applicable guidelines and standards for such use and reimbursement.
2. The mileage rate of .56 cents shall be effective immediately and shall apply to all outstanding and future reimbursement payments to be made by the Borough.
3. A mileage rate of .56 cents shall remain in effect for the year 2021 and until revised by the Borough, but in no event shall the mileage paid by the Borough exceed the then applicable maximum mileage rate allowed by the Internal Revenue Service.

**RESOLUTION 2021-12
BOROUGH OF FOLSOM**

**A RESOLUTION CONFIRMING MEETINGS
OF BOROUGH COMMITTEES FOR THE YEAR 2021**

BE IT RESOLVED BY THE COUNCIL OF THE BOROUGH OF FOLSOM, COUNTY OF ATLANTIC AND STATE OF NEW JERSEY, THAT

- 1) The dates, times and places of meetings of Folsom Boards and Committees shall be as follows:

| | | |
|-------------------------|---------------------------|---------|
| Environmental Committee | 4th Wednesday | 7:00 pm |
| Planning/Zoning Board | 3 rd Wednesday | 7:00 pm |
| Shade Tree | 2 nd Tuesday | 6:30 pm |

| | | |
|------------------|--------------------------|---------|
| Park Commission | 1 st Thursday | 6:30 pm |
| Council Meetings | 2 nd Tuesday | 6:00 pm |
| Drug Alliance | 4 th Tuesday | 7:00 pm |

- 2) This Resolution shall be viewed on Channel 9, of the Borough of Folsom, and a copy shall remain posted in the Lobby of the Borough Hall.
- 3) This Resolution is effective immediately.

RESOLUTION 2021-13
BOROUGH OF FOLSOM
A RESOLUTION TO APPOINT AND CREATE COMMITTEES FOR 2021

2021 STANDING COMMITTEES

Finance & Revenue

Blazer (Chair) & Conway

- Finance
- Tax Administration
- Land Sale
- Street Lighting

Administration

Porretta (Chair) & Conway

- Personnel
- Ordinance Review
- Legal
- Affirmative Action

Public Safety

Whittaker (Chair) & Norman

- Joint Municipal Court
- Emergency Management
- Fire and EMS
- Public Information

Public Property

Conway (Chair) & Norman

- Buildings and Grounds
- Streets and Roads
- Sanitation and Recycling

Development & Housing

Hoffman (Chair) & Blazer

- Zoning and Code Enforcement
- Planning and Zoning
- Building Code Enforcement

THE MAYOR IS EX OFFICIO MEMBER TO ALL COMMITTEES.

**BOROUGH OF FOSLON
RESOLUTION NO. 2021-14**

**A RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED
STATE CONTRACT VENDORS FOR CONTRACTING UNITS
PURSUANT TO N.J.S.A. 40A:11-12a**

WHEREAS, the Borough of Folsom, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-72.9(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contract entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Borough of Folsom has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Borough of Folsom may enter into contracts with State Contract Vendors and purchase items through State Contracts through this resolution and properly executed contracts, which shall be subject to all the condition applicable to the current State contracts;

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Folsom authorized the Purchasing Agent to purchase certain goods or services from approved New Jersey State Contract Vendors, pursuant to all conditions of the individual State contracts; and

BE IT FURTHER RESOLVED, that the governing body of the Borough of Folsom pursuant to N.J.A.C. 5:30-5.5(b), the certification of the available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable of certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

BE IT FURTHER RESOLVED that the duration of the contracts between the Borough of Folsom and the Referenced State Contract Vendors shall be from January 1, 2021 to December 31, 2021.

**RESOLUTION 2021-15
BOROUGH OF FOLSOM**

**A RESOLUTION REMINDING THE PUBLIC OF THE TIME CAPSULE IN BOROUGH HALL
AND ENSURING IT TO BE OPENED IN THE YEAR 2056**

WHEREAS, there is a need to provide an annual reminder to the residents of Folsom that a Time Capsule exists within Borough Hall and has an opening date; and

WHEREAS, the Mayor and Council request a Resolution be drafted every year as a reminder for the opening of the Time Capsule in the year 2056, month of May.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Folsom hereby reminds the residents of the Folsom that the Time Capsule is located in the Borough of Folsom Municipal Hall, 1700 12th Street, Folsom, New Jersey and is to be opened in 2056 in the month of May.

**RESOLUTION 2021-16
BOROUGH OF FOLSOM**

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF A
PHYSICIAN FOR THE BOROUGH OF FOLSOM FOR THE YEAR OF 2021**

WHEREAS, there exists a need for a Physician for the Borough of Folsom; and

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Folsom, in the County of Atlantic and the State of New Jersey, as follows:

1. That the Mayor and Council of the Borough of Folsom hereby authorize the appointment of Atlantic Care as the Borough Physician for the 2021 year.

**BOROUGH OF FOLSOM
RESOLUTION 2021-17
RISK MANAGEMENT CONSULTANT**

ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the **Borough of Folsom** is a member of the **Atlantic County Municipal Joint Insurance Fund**, a self-insurance pooling fund, and;

WHEREAS, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws and;

WHEREAS, the Bylaws indicate a fee Not To Exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

NOW THEREFORE, be it resolved that the governing body of **Borough of Folsom** does hereby appoint **Hardenberg Insurance Group** as its Risk Management Consultant in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1), (a), (i).

**RESOLUTION 2021-18
BOROUGH OF FOLSOM**

**A RESOLUTION DESIGNATING A CONTACT PERSON FOR THE EMPLOYMENT
PRACTICES LIABILITY ATTORNEY CONSULTATION SERVICE**

WHEREAS, the Governing Body of Borough of Folsom hereinafter referred to as "MUNICIPALITY", is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as "FUND"; and

WHEREAS, the FUND has purchased Employment Practices Liability coverage from XL Insurance Company; and

WHEREAS, XL Insurance has arranged for the Fund members to have access to an EPL HELPLINE service and;

WHEREAS, the HELPLINE will provide the following services;

- Attorneys will answer *specific* HR and Employment Law questions
 - Confidential and timely responses
 - Attorney client privilege
 - Via Website/E-mail
 - By Telephone with written follow up response
- On Line Training
 - Managers/Supervisors
 - Slides, Audio, File Downloads
 - Small Chapters
 - Certificates of Completion
- Additional On Line Resources
 - Question of The Month
 - Case of The Month
 - HR Alerts via e-mail and posted on website
 - Federal/State News Updates
 - HR Posters
 - Model Policies/Handbook

WHEREAS, the FUND requires the MUNICIPALITY to designate specific managerial or supervisory individuals who will have access to the HELPLINE;

NOW THEREFORE, be it resolved that the governing body of Borough of Folsom does hereby appoint Patricia M. Gatto as its Contact Person.

BE IT FURTHER RESOLVED that the governing body does hereby appoint Greg Schenker as their additional Contact Person.

RESOLUTION 2021-19 BOROUGH OF FOLSOM

RESOLUTION APPOINTING FUND COMMISSIONER

WHEREAS, the Borough of Folsom is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws of the FUND require that in the manner generally prescribed by law, each member shall appoint one (1) Fund commissioner to the Fund. Each Fund commissioner shall be either a member of the local unit's governing body or one of its employees and that no individual may serve as Fund commissioner for more than one (1) member; and

WHEREAS, N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is a member of the appointing local unit's governing body, shall hold office for two years or for the remainder of his/her term of office as a member of the local unit's governing body, whichever shall be less; and

WHEREAS, N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is an employee of the appointing member shall hold office at the pleasure of the member and can be removed by the member at any time without cause; and

WHEREAS the Borough of Folsom recommends the appointment of Patricia M. Gatto to serve as Fund Commissioner in accordance with the FUND Bylaws;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Folsom that it does hereby appoint Patricia M. Gatto Fund Commissioner to the Atlantic County Municipal Joint Insurance Fund.

**RESOLUTION 2021-20
BOROUGH OF FOLSOM**

RESOLUTION APPOINTING ALTERNATE FUND COMMISSIONER

WHEREAS, the Borough of Folsom is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws of the FUND require that in the manner generally prescribed by law, each Member shall be permitted to appoint an Alternate Fund Commissioner to the Fund. The Alternate Fund Commissioner shall be either a member of the local unit's governing body or one of its employees and shall represent the Member in the absence of the Fund Commissioner; and

WHEREAS N.J.A.C. 11:15-2.6 states that an Alternate Fund Commissioner who is a member of the appointing local unit's governing body, shall hold office for two years or for the remainder of his/her term of office as a member of the local unit's governing body, whichever shall be less; and

WHEREAS N.J.A.C. 11:15-2.6 states that an Alternate Fund Commissioner who is an employee of the appointing Member shall hold office at the pleasure of the Member and can be removed by the Member at any time without cause; and

WHEREAS, the Borough of Folsom recommends the appointment of Councilman Greg Schenker to serve as Alternate Fund Commissioner in accordance with the Fund Bylaws;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Folsom that it does hereby appoint Councilman Greg Schenker as Alternated Fund Commissioner to the Atlantic County Municipal Joint Insurance Fund.

**RESOLUTION 2021-21
BOROUGH OF FOLSOM
RESOLUTION APPOINTING CLAIMS COORDINATOR**

WHEREAS, the BOROUGH of FOLSOM is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the FUND requires that in the manner generally prescribed by law, each member shall appoint a Claims Coordinator to coordinate and oversee the Member claims reporting and

recordkeeping efforts, and act as a liaison between the municipality, the JIF Claims Administrator, and other outside agencies.

WHEREAS, the Borough of Folsom recommends the appointment of Patricia M. Gatto to serve as Claims Coordinator in the accordance with the Fund requirements;

NOW, THEREFORE, BE IT RESOLVED by the BOROUGH OF FOLSOM that it does hereby appoint PATRICIA M. GATTO as Municipal Claims Coordinator.

**RESOLUTION 2021-22
BOROUGH OF FOLSOM
RESOLUTION APPOINTING SAFETY COORDINATOR**

WHEREAS, the BOROUGH OF FOLSOM is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the FUND requires that in the manner generally prescribed by law, each member shall appoint a Safety Coordinator to chair the Member Safety Committee, coordinate and oversee the Member safety efforts, and act as a liaison between the municipality, the JIF Safety Director, and other outside agencies.

WHEREAS, the Borough of Folsom recommends the appointment of Patricia M. Gatto to serve as Safety Coordinator in accordance with the Fund requirements;

NOW, THEREFORE, BE IT RESOLVED by the BOROUGH OF FOLSOM that it does hereby appoint PATRICIA M. GATTO as Municipal Safety Coordinator.

**BOROUGH OF FOLSOM
RESOLUTION #2021-23**

**A RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)
FOR THE BOROUGH OF FOLSOM YEAR 2021**

WHEREAS, public agencies that award contracts to vendors and construction contractors are required to comply with the laws and regulations of New Jersey, under N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1.1 et seq.,in order to ensure equal employment opportunity in public contracting; and

WHEREAS, N.J.A.C. 17:27-3.2 mandates that the governing body of a municipal corporation shall, by resolution, annually, designate a Public Agency Compliance Officer;

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of

Folsom do hereby approve, confirm and ratify this appointment to Patricia M. Gatto to expire December 31, 2018 as follows.

**RESOLUTION 2021-24
BOROUGH OF FOLSOM**

A RESOLUTION APPOINTING ASSESSOR AS AGENT FOR BOROUGH OF FOLSOM

WHEREAS, from time to time the Assessor discovers an error in calculation, transposing, measurement, computer of typographical errors in the Tax Assessments on the Tax List after the time the County Board of Taxation has certified the tax rate for the tax year; and

WHEREAS, the governing body of the taxing district of the Borough of Folsom is desirous that every taxpayer pays his fair share of taxes; and

WHEREAS, if the above discovered errors are not corrected the taxpayers affected would be paying more than their fair share of taxes; and

WHEREAS, the method of correcting such errors is to file a Petition of Appeals for the current year with the Atlantic County Board of Taxation; and

WHEREAS, the error was not caused by the taxpayer

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Folsom that the Tax Assessor is hereby authorized to act as an agent for the Taxing District and file a petition of Appeals(s) for the year 2021 with the Atlantic County Board of Taxation to correct such errors and lower such assessments to the current value;

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forward to the Folsom Tax Assessor to forward to the Atlantic County Board of Taxation with any such Petition of Appeal.

**BOROUGH OF FOLSOM
RESOLUTION NO. 2021-25**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR BOROUGH LABOR COUNSEL**

WHEREAS, there Borough of Folsom had a need to engage the services of a Labor Counsel, and;

WHEREAS, the Chief Financial Officer has determined funds are available for this purpose, and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised,

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Folsom as follows:

1. THAT the Mayor and Municipal Clerk are hereby authorized and directed to execute an agreement dated January 1, 2021 with Armando Riccio, address: 7A N. Main St. Medford, NJ 08055

2. THAT this contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law.

3. THAT the term of the contract is from January 1 2021, to December 31, 2021, and may be amended or extended by the Borough Council as necessary at a rate of \$165.00 per hour

4. THAT a copy of this Resolution shall be published in the Hammonton Gazette as required by law within ten days of its passage

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Folsom authorizes the Borough Clerk to enter into a contract with Armando V. Riccio as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution and,

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Folsom, County of Atlantic, State of New Jersey that

1. That a copy of this Resolution is published in the Hammonton Gazette as required by law within ten (10) days of its passage.
2. That the attached certification showing availability of funds and specifying the exact line items appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein in verbatim.

**RESOLUTION 2021-26
BOROUGH OF FOLSOM**

2021 TEMPORARY BUDGET APPROPRIATIONS

WHEREAS, NJSA 40A; 4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2020 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January, 2021; and

WHEREAS, the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, and capital improvement fund in the sum of \$1,380,851.16; and

WHEREAS, the twenty-six and one quarter percent the total appropriations in the 2020 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund in said 2020 budget is the sum of \$321,784.91

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made and that a certified copy of this resolution be transmitted to the Borough "Chief Financial Officer" for her records.

**RESOLUTION 2021-27
BOROUGH OF FOLSOM
A RESOLUTION TO APPOINT COMMISSION APPOINTMENTS FOR
2021**

2021 COMMISSION APPOINTMENTS

PLANNING/ZONING BOARD

| | | |
|--------------|--------------------------|----------|
| CLASS IV | 4 YEAR – JOEL SPIEGEL | 12/31/23 |
| | 4 YEAR – MIKE VENEZIZNI | 12/31/24 |
| | 4 YEAR – CHARLES PITALE | 12/31/24 |
| | 4 YEAR – JOE PINO | 12/31/23 |
| | 4 YEAR – GLENN SMITH | 12/31/21 |
| | 4 YEAR – DAVID CAPPuccio | 12/31/21 |
| ALTERNATE I | 4 YEAR – | 12/31/24 |
| ALTERNATE II | 2 YEAR – MIKE SUTTS | 12/31/22 |
| CLASS I | 4 YEAR – GREG SCHENKER | 12/31/23 |
| CLASS II | 3 YEAR – OPEN | 12/31/22 |
| CLASS III | 1 YEAR – JIM HOFFMAN | 12/31/24 |

ENVIRONMENTAL COMMISSION

| | | |
|----------------|----------------------------|----------|
| CHAIRMAN | 3 YEAR – GREG CONWAY | 12/31/23 |
| | 3 YEAR – MIKE PORETTA | 12/31/23 |
| | 3 YEAR – MIKE PORETTA, JR. | 12/31/23 |
| | 3 YEAR – KATHY CONWAY | 12/31/21 |
| | 3 YEAR – STEPHANIE PAGANO | 12/31/21 |
| | 3 YEAR - TRISTON UNDERWOOD | 12/31/23 |
| ADVISORY PANEL | | |
| CLASS I | 1 YEAR – GREG CONWAY | 12/31/21 |
| CLASS II | 1 YEAR – OPEN SEAT | 12/31/21 |

PARK COMMISSION

| | | |
|------------------------|--------------------------|----------|
| CHAIRMAN | 5 YEAR – JAKE BLAZER | 12/31/24 |
| | 5 YEAR – MICHELE HETZEL | 12/31/24 |
| | 5 YEAR – MIKE GILMORE | 12/31/25 |
| | 5 YEAR – MICHELLE MORRIS | 12/31/25 |
| | 5 YEAR – OPEN | 12/31/24 |
| COUNCIL CHAIRPERSON | 1 YEAR – JAKE BLAZER | 12/31/21 |
| COUNCIL CO-CHAIRPERSON | 1 YEAR – OPEN | 12/31/21 |

SHADE TREE COMMISSION

| | | |
|-------------|-------------------------|----------|
| CHAIRPERSON | 3 YEAR – JOEL SPIEGEL | 12/31/23 |
| | 3 YEAR – CHARLES PITALE | 12/31/23 |
| | 3 YEAR – JAKE BLAZER | 12/31/23 |
| | 3 YEAR – OPEN | 12/31/21 |

| | | |
|---|----------------------------|----------|
| COUNCIL CHAIRPERSON | 1 YEAR – GREG CONWAY | 12/31/21 |
| COUNCIL CO-CHAIRPERSON | 1 YEAR – MIKE PORRETTA | 12/31/21 |
| EMERGENCY MANAGEMENT | | |
| COORDINATOR | 3 YEAR – KYLE SMITH | 12/31/23 |
| CO-DEPUTY COORDINATOR | 3 YEAR – GREG SCHENKER | 12/31/23 |
| EMERGENCY MANAGEMENT COUNCIL | | |
| | 3 YEAR – JAKE BLAZER | 12/31/23 |
| | 3 YEAR – JIM HOFFMAN | 12/31/23 |
| | 3 YEAR – GREG CONWAY | 12/31/23 |
| | 3 YEAR – ALBERT NORMAN | 12/31/23 |
| | 3 YEAR – MIKE PORRETTA | 12/31/23 |
| | 3 YEAR – JAMES WHITTAKER | 12/31/23 |
| RECYCLING COORDINATOR | 1 YEAR – JOHN LAPOLLO | 12/31/21 |
| ZONING OFFICER/ CODE ENFORCEMENT | 1 YEAR – ROSEMARY FLAHERTY | 12/21/21 |
| ANIMAL CONTROL | 1 YEAR-SHORE ANIMAL CONT | 12/31/21 |

A motion was made by Councilman Blazer to approve Resolutions 2020-01 through 2021-04 and 2021-06 through 2021-27 and seconded by Councilman Porretta.

There was a roll call vote with ayes all.

**BOROUGH OF FOLSOM
RESOLUTION NO. 2020-5**

**RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT
FOR BOROUGH SOLICITOR**

WHEREAS, there exists within the Borough of Folsom the need to contract for the services of a Borough Solicitor for the CY 2021; and

WHEREAS, the CFO has certified that funds are available for this purpose and that the maximum dollar value of the pending contract is as set forth in the resolution; and

WHEREAS, the Borough’s needs were advertised on the Borough website and the Borough Clerk received sealed responses to the Request for Proposals from October 1, 2020 through November 20, 2020.

WHEREAS, the **Costigan & Costigan, LLC**, has submitted a proposal dated November 19, 2020 indicating that they will provide the Legal Services for the fee listed in their contract estimated at \$23,000 annually, encumbered against line item 9-01-20-155-200 and;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Council of the Borough of Folsom that **Costigan & Costigan, LLC** is hereby appointed Solicitor for the year 2021.

BE IT FURTHER RESOLVED, that the Mayor and Municipal Clerk are hereby authorized and directed to execute contracts with the above-named persons, which contracts are awarded under a “FAIR AND OPEN” process as a Professional Service in compliance with the provisions of the Local Public Contracts Law and New Jersey Pay to Play Law. Agreed Upon contract amount is attached hereto.

BE IT FURTHER RESOLVED, by the Borough Council of the Borough of Folsom, County of Atlantic, State of New Jersey that

3. That a copy of this Resolution be published in the Hammonton Gazette as required by law within ten (10) days of its passage.
4. That the total dollar amount of the contract is based on a reasonable estimate of services required, and the local unit is not obligated to spend the entire amount.

A motion was made by Councilman Porretta to approve Resolution 2020-05 and seconded by Councilman Hoffman.

Councilman Norman asked if the Solicitor sent more information detailing what was covered by her monthly retainer.

There was a roll call vote with ayes all with the exception of Councilman Norman’s abstention.

Judge Raso administered Oath of Office to new Solicitor Angela Costigan.

SOLICITOR REPORT: Angela thanked everyone for the appointment.

ENGINEER REPORT: NO REPORT

MAYOR REPORT: Mayor Schenker thanked everyone for coming out. Greg welcomed Al and Jim to Council. Greg welcomed our new Zoning Officer to the Borough. Greg wished everyone a Happy New Year.

MEETING OPEN TO THE PUBLIC: no comments

Please visit the Borough of Folsom website at www.folsomborough.com and the Folsom Facebook page for updated Borough information.

The next regular meeting of Mayor and Council will be held on Tuesday, January 12, 2021 starting with workshop meeting at 6:00 pm and continuing immediately thereafter with the regular meeting in Borough Hall, 1700 12th Street, Folsom, NJ.

ADJOURNMENT

The items listed on this tentative Council Agenda are subject to change any time after printing or during the Council Meeting. Since this Council 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 or those matters added and discussed by the Mayor and Borough Council. Please contact the Borough Hall or visit our website to obtain updates at www.folsomborough.com.

With no other discussion the meeting was adjourned at 6:35 PM with ayes all.

Respectfully Submitted,

Patricia M.Gatto
Municipal Clerk