

**BOROUGH OF FOLSOM
COUNCIL MEETING
MINUTES
November 13, 2018**

MEETING CALLED TO ORDER: 6:55PM

SALUTE TO THE FLAG LED BY Mayor DeStefano

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.

ROLL CALL: Councilpersons: Smith, Jantz, Pagano, Arena, Hoffman and Schenker

Also present: Mayor Lou DeStefano, Attorney Brian Lozuke and Engineer Mark Herrmann

Absent: Councilman Jantz and Councilman Pagano

APPROVAL OF WORKSHOP MEETING MINUTES FROM October 9, 2018

A motion to approve the minutes was made by Councilman Schenker and seconded by Councilman Arena

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

APPROVAL OF THE COUNCIL MEETING MINUTES FROM October 9, 2018

A motion to approve the minutes was made by Councilman Arena and seconded by Councilman Schenker.

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

MEETING OPEN TO PUBLIC: No Comments

CLERK'S CORRESPONDENCE:

Borough Hall Offices will be closed on November 22, 2018 and November 23, 2018 in observance of Thanksgiving.

The Annual Christmas Tree Lighting will be held on December 6, 2017 at 7:00PM at Borough Hall.

ORDINANCES: (Adoption/Second Reading)

**BOROUGH OF FOLSOM
ORDINANCE NO. 07-2018**

**AN ORDINANCE APPROPRIATING \$100,000 FROM THE CAPITAL IMPROVEMENT
FUND FOR BOROUGH HALL PARKING LOT IMPROVEMENTS FOR THE BOROUGH
OF FOLSOM, COUNTY OF ATLANTIC, STATE OF NEW JERSEY**

WHEREAS, said monies exist in the Capital Improvement Fund of the Borough of Folsom for capital purposes.

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

SECTION I: The sum of \$100,000.00 is appropriated from the Capital Improvement Fund of the Borough of Folsom for Borough Hall Parking Lot Improvements.

SECTION II: Payment for the project shall be made by the Borough of Folsom upon presentation of duly executed vouchers by an authorized vendor and certification by the Chief Financial Officer that the Local Public Contracts Law has been complied with, and further, in accordance with a policy adopted by the Borough Council of the Borough of Folsom.

SECTION III: The Ordinance shall take effect upon passage and publication according to law.

A motion to approve Ordinance 07-2018 was made by Councilman Hoffman and seconded by Councilman Smith.

No public comment

There was a roll call vote with ayes all.

(Introduction/First Reading)

ORDINANCE 09-2018

AN ORDINANCE OF THE BOROUGH OF FOLSOM RELEASING, EXTINGUISHING AND VACATING THE RIGHTS OF THE PUBLIC IN A PORTION OF CERTAIN STREETS IN THE BOROUGH OF FOLSOM, COUNTY OF ATLANTIC AND STATE OF NEW JERSEY

WHEREAS, the Borough Council of the Borough of Folsom, County of Atlantic, New Jersey (“Borough”) is of the opinion that the public interest would best be served by abandoning, vacating, releasing and extinguishing any and all public rights which the Borough may have in and to portions of Fourth Street and Ninth Street, which are no longer needed for public street or right-of-way purposes; and

WHEREAS, it has been determined by the Borough Engineer, as well as the Borough Council, that the proposed street vacations are consistent with the approval granted by the Borough of Folsom Planning Board (Resolution No. 10-2011/NJ Pinelands Application #2001-0294.003) granting major subdivision approval to Theodore and Anna Marie Whitmyer (the “Subdivision”).

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

SECTION I. Those parts of the streets and tracts of land situate in the Borough of Folsom, County of Atlantic, and State of New Jersey, and known as portions of Fourth Street and Ninth Street, all as more particularly described and depicted on the Tax Assessment Maps of the Borough of Folsom, Atlantic County, New Jersey, and as more particularly described on the legal descriptions attached as Exhibits A, B, C, D and E, respectively, as well as the Map attached to each respective legal description, are hereby vacated, released, extinguished and abandoned and all public rights therein be extinguished for street and right-of-way purposes, subject, however, to the reservations hereinafter set forth including, but not limited to, the conditions of approval established by the Planning Board and the NJ Pinelands Commission, which include Title to all of the Lands, hereby vacated becoming vested in Theodore and Anna Marie Whitmyer as reflected on the Subdivision.

SECTION II. The Borough of Folsom, for itself, its successors, and assigns, reserves unto itself the right to construct, install, build, operate, maintain, use, repair, replace, and relocate such public utilities and cable television facilities, within the described premises, which it may, at any time thereafter, deem necessary for the public health, safety, convenience, and welfare, and the Borough of Folsom further reserves unto itself the right to use, maintain, repair, replace, and relocate all existing utilities and cable television facilities owned or controlled by it located in, adjacent to, upon or through said land, and further reserves unto itself or for the benefit of any utilities, as the case may be, an easement over, under, through, and across the portion of the land described in the attached Exhibits as may be necessary or expedient for the purpose of maintaining, replacing, relocating, installing, leveling, constructing, and repairing its facilities, mains, and appurtenances, if any, wherever there exists a pipeline and appurtenances thereto beneath the surface of the aforesaid described land, whether the same be owned by the Borough of Folsom or any utilities servicing the Borough. The Borough of Folsom further reserves for the benefit of South Jersey Gas and/or Public Service Electric and Gas Company and any cable television company the right to maintain, repair, and place utilities or facilities installed by them in, adjacent to, over or through the aforesaid land. All of the aforesaid rights shall be unaffected by this Ordinance.

SECTION III. The Borough Clerk is hereby authorized and directed to record a certified copy of this Vacation Ordinance and Exhibits directly with the Office of the Atlantic County Clerk.

SECTION IV. The Mayor and Borough Clerk are hereby authorized and directed to execute any and all documents to perfect the Street Vacations recited herein in order to perfect the approval granted by the Planning Board, which documents shall be in the form approved by the Borough Solicitor and shall be recorded in the Office of the Atlantic County Clerk.

SECTION V. All ordinances or parts of this Ordinance inconsistent herewith are hereby repealed as to such inconsistency only.

SECTION VI. This Ordinance shall take effect immediately after final passage and publication in accordance with New Jersey Law.

THE FOREGOING was introduced by the Borough Council of the Borough of Folsom at a Regular Meeting held on November 13, 2018. This Ordinance will be considered for adoption at final reading and publication to be held on December 11, 2018, at 6:00 p.m., or at such time as may be determined and announced, in the Folsom Municipal Building, 1700 12th Street, Folsom, New Jersey, 08037, at which time and place all persons interested will be given the opportunity to be

heard concerning said Ordinance. During the time prior to and up to and including the date of such meeting, copies of said Ordinance will be made available at the Office of the Borough Clerk to the members of the general public who may request same.

A motion to approve Ordinance 09-2018 was made by Councilman Hoffman and seconded by Councilman Schenker.

There was a roll call vote with ayes all.

RESOLUTIONS:

**BOROUGH OF FOLSOM
RESOLUTION NO.2018-91**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR BANKING SERVICES**

WHEREAS, the Borough of Folsom has a need for banking services and elected to award such a contract 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 received a proposal from Capital Bank of New Jersey that is advantageous to the Borough; and,

WHEREAS, Capital Bank of New Jersey has indicated they will provided banking services for no cost to the Borough, will pay for banking supplies and will waive all reserve requirements; and;

WHEREAS, Capital Bank of New Jersey has submitted a GUPDA certification.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Folsom authorizes the Qualified Purchasing Agent/Chief Financial Officer to enter into a contract with Capital Bank New Jersey for a two-year period as described herein;

A motion to approve Resolution #2018-91 made by Councilman Hoffman and seconded by Councilman Schenker

There was a roll call vote with ayes all.

**RESOLUTION 2018-92
BOROUGH OF FOLSOM**

**A RESOLUTION ACCEPTING THE LETTER OF RESIGNATION FROM PUBLIC WORKS
EMPLOYEE BRIAN DRUMMOND**

WHEREAS, Public Works employee **Brian Drummond** has submitted to the Municipal Clerk a letter of resignation from said position effective November 1, 2018;

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Folsom does hereby accept the resignation of Brian Drummond.

A motion to approve Resolution #2018-92 made by Councilman Arena and seconded by Councilman Smith

There was a roll call vote with ayes all.

**RESOLUTION 2018-93
BOROUGH OF FOLSOM**

A RESOLUTION HIRING A FULL TIME LABORER FOR THE PUBLIC WORKS DEPARTMENT

WHEREAS, there is a need for the hiring of a full time laborer due and;

WHEREAS, the position was advertised in the local newspaper and posted on the Borough Website and;

WHEREAS, the personnel committee approved the hiring of Christopher Hadulias at a rate of \$15.00 per hour and;

WHEREAS, such employment is effective November 19, 2018, with probationary period of (60) sixty days.

WHEREAS Upon successful completion of the CDL Class A License the hourly rate will be increased to \$17.00 per hour. If employee fails to obtain a CDL Class A License the Borough of Folsom has the option to terminate.

NOW THEREFORE, BE IT RESOLVED, by the Council of the Borough of Folsom that Christopher Hadulias is hereby hired as a full time laborer for the Public Works Department.

A motion to approve Resolution #2018-93 made by Councilman Arena and seconded by Councilman Smith

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

**BOROUGH OF FOLSOM
Resolution# 2018-94**

**A RESOLUTION AUTHORIZING THE TRANSFER OF APPROPRIATIONS IN THE 2018
LOCAL MUNICIPAL BUDGET PER N.J.S.A. 40A: 4-58**

WHEREAS, N.J.S.A. 40A:4-58 provides that appropriation transfers may be made during the last two months of the year;

NOW THEREFORE, BE IT RESOLVED, by the Council of the Borough of Folsom, County of Atlantic, State of New Jersey that the following transfers be made:

<u>Account Description</u>	<u>Account Number</u>	<u>From</u>	<u>To</u>
Tax Assessor - Salaries & Wages	01-20-150-011		600.00
General Liability Insurance	01-23-210-094	15,000.00	
Worker's Compensation	01-23-215-095	3,000.00	
Employee Health Insurance	01-23-220-092		4,000.00
Health Benefits Waiver	01-23-221-000		2,000.00
Public Works - Salaries & Wages	01-26-290-010	5,000.00	
Public Works - Other Expenses	01-26-290-020		10,000.00
Reserve for Snow Removal	01-26-300-000		2,900.00
Public Buildings & Grounds - Other Expenses	01-26-310-020		1,000.00
Solid Waste Disposal Costs - Other Expense	01-32-465-020		2,500.00
TOTAL		23,000.00	23,000.00

A motion to approve Resolution #2018-94 made by Councilman Schenker and seconded by Councilman Hoffman.

There was a roll call vote with ayes all.

Resolution 2018-95 was tabled.

SOLICITOR'S REPORT: no report

FIRE CHIEF REPORT:

The following incidents occurred in your community during the month of October 2018

October 8 th	Vehicle Crash	Rt322 & 14 th St.	16 Members Responding
October 15 th	Tree Removal	Mays Landing Rd	9 Members Responding
October 17 th	Vehicle Crash	Glenside Ln.	14 Members Responding
October 19 th	Alarm System	E. Collings Dr.	12 Members Responding
October 19 th	Fumes	Mays Landing Rd	17 Members Responding
October 20 th	Fumes	Mays landing Rd	14 Members Responding

October was another busy month, members participated in various Fire Prevention programs, visiting both elementary schools along with holding our annual open house. They also participated in programs held in neighboring communities. A walk through was conducted at the galvanizing plant to see updates that were recently made. Just a reminder Tuesdays the members are in station starting around 7pm. Everyone should feel free to stop in or bring their children by to check out the equipment and meet some of the firefighters. We also have smoke detectors available for anyone needing them, for those that have them this is the time of year to check your batteries. Remember you can follow us on Twitter and Facebook especially as winter approaches weather updates are provided when necessary.

ENGINEER'S REPORT:

ACTION ITEMS

NJDOT FY2018 MUNICIPAL AID PROJECT

The NJDOT has awarded the Borough **\$282,000** for the 2018 Road Program. The scope consists of the following roads:

- Resurfacing of 14th Street from Mays Landing Road to the Hammonton Municipal Boundary;
- Resurfacing of 15th Street from Mays Landing Road to Backline Road;
- Resurfacing of Backline Road from 15th Street to Memory Lane.

We have revised the plans and specifications to include the resurfacing of the parking lot at the Borough Hall. The plans and specifications are complete. We submitted the plans and specifications to the NJDOT for authorization to bid. However, the NJDOT responded that they needed additional time to review due to the close proximity of the project to the railroad crossing on Mays Landing Road, near 14th Street. Authorization from the NJDOT has not been received as of this date.

We are seeking approval from Borough Council to receive bids for this project. We anticipate getting NJDOT approval within 2 weeks, and receiving bids in time to make a recommendation of award at the December Council Meeting. Due to the winter, we would expect construction to take place in the early spring.

Action Item:

Approve the plans and specifications for the 2018 Folsom Road Program and authorize ARH to advertise and bid the project.

INFORMATIONAL ITEMS

CURRENT PROJECTS

FY 2018 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

The Borough wishes to proceed with the application as submitted in 2017. This project includes the installation of Senior and ADA compliant exercise equipment at Penny Pot Park. Based on the amount of funding available from the CDBG program, we are adding an additional one to two pieces of exercise equipment to the proposal. We are currently finalizing on the construction documents and will be working with the Atlantic County Improvement Authority to ensure compliance with their program and authorization to bid the project.

On November 5, 2018, our office met with Councilman Arena, John LaPollo, and Ron Esposito to discuss the inclusion of the recently acquired exercise equipment into the project. We made revisions to the plans and specs accordingly, but unfortunately they were not completed in time to place in this month's agenda for authorization to bid by Council. We note that we still need obtain final approval from Atlantic County in order to bid the project.

NJDOT FY 2019 Municipal Aid Program

Applications were due on October 8, 2018 for the NJDOT FY2019 Municipal Aid Program. Our office has prepared and submitted an application for the resurfacing of the remainder of Backline Road, from Memory Lane to 13th Street. The application requested \$488,856.37. We anticipate a response from the NJDOT in early spring of 2019.

NJDOT FY 2019 TRANSPORTATION ALTERNATIVES GRANT PROGRAM

Our office completed and submitted an application for the NJDOT FY2019 Grant Program, to construct improvements to the 13th Street Park and Community Garden, and a bike path along 13th Street to the Borough owned property to the south. The application requested \$455,592.50. A copy of the application has been sent to the Clerk via email. We anticipate receiving a response in the next few months.

LEGACY PROJECTS

NJDOT MUNICIPAL AID PROGRAM: 14TH STREET

Arawak repaired the roadway surface problems on May 22, 2018. They also repaired select areas along the shoulder where the asphalt was breaking away. Our office inspected the work and will continue to monitor it to confirm that the repairs were successful.

8TH STREET BRIDGE REPAIR

ARH has received the contract to perform the design of a replacement bridge. The project is underway and it is expected to be constructed in the summer of 2019.

A motion was made by Councilman Smith and seconded by Councilman Arena to approve the specifications for the 2018 Road Program.

MAYOR'S REPORT: Mayor DeStefano discussed the 2018 Best Practices results. Mayor DeStefano wished everyone a Happy and Safe Thanksgiving and he also wished Councilman Pagano a speedy recovery. Mayor DeStefano welcomed Dunkin Donuts to Folsom and he thanked Councilman Arena for standing in for him for the Grand Opening. Mayor DeStefano welcomed Chris Hadulias the new Public Works Laborer to the Borough.

COUNCIL MEMBER'S REPORTS:

Councilman Kyle Smith: wished everyone a Happy Thanksgiving. Kyle extended his prayers to the Pagano family.

Councilman Ken Jantz: absent

Councilman Pagano: absent

Councilman Arena: thanked everyone who was part of the Master Plan Committee and Charlie thanked the Mayor for all his support.

Councilman Hoffman: no report

Councilman Schenker: wished everyone a Happy Thanksgiving and Happy Holidays to all who celebrate the different holidays. Greg asked everyone to keep Councilman Pagano in their prayers. Councilman Schenker also welcomed Chris Hadulias to the Borough. Greg reported that he reached out to M.L. Ruberton and there are willing to move the Veterans Memorial from St. James Church to the Borough.

PUBLIC COMMENTS OR QUESTIONS ON COUNCIL MEMBER REPORTS ONLY:

OPEN TO THE PUBLIC: Trish Arena (1002 Black Horse Pike) asked if the Engineer could reach out to the State and have the height restriction signs put back on the Rt 322 overpass.

PAYMENT OF BILLS IN THE AMOUNT OF: \$639,097.10

A motion to approve payment was made by Councilman Hoffman and seconded by Councilman Schenker.

There was a roll call vote with ayes all.

Mayor DeStefano reminded the public that all other monthly reports are on file in the minute book and to please visit the Borough website with updated information along with the Folsom Borough Facebook Page.

The next regular meeting of Mayor and Council will be held on Tuesday, December 11, 2018 starting with the workshop meeting at 6:00 pm and continuing immediately thereafter with the regular meeting at Borough Hall, 1700 12th Street, Folsom, NJ.

With no other discussion the meeting was adjourned at 7:23PM.

Respectfully submitted,

Patricia M. Gatto
Municipal Clerk

