

**BOROUGH OF FOLSOM
COUNCIL MEETING
MINUTES
September 8, 2026**

MEETING CALLED TO ORDER: 7:19 PM

SALUTE TO THE FLAG LED BY MAYOR GLENN SMITH

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 Atlantic City Press and has been posted on the Borough Hall bulletin board showing the time and place of said meeting.*

ROLL CALL: *Councilpersons: Norman, Hadulias, Ballistreri, Hoffman, Blazer, and Whittaker*

Also present: *Mayor Glenn Smith, Borough Clerk Patti Gatto, Solicitor Angela Costigan, and CJ Kaenzig, Engineer from Polistina & Assoc.*

APPROVAL OF THE WORKSHOP COUNCIL MEETING MINUTES August 11, 2026

A motion to approve the minutes was made by Councilman Norman and seconded by Councilman Blazer. There was a roll call vote with ayes all.

APPROVAL OF THE COUNCIL MEETING MINUTES, August 11, 2026

A motion to approve the minutes was made by Councilman Normam and seconded by Councilman Hadulias. There was a roll call vote with ayes all.

MEETING OPEN TO THE PUBLIC: *None*

CLERK'S CORRESPONDENCE:

Borough Hall will be closed Monday, October 12, 2026, in observance of Columbus Day.

Next E-Waste Drop- off Day is September 12, 2026, from 8:00 AM to 1:00 PM at the Borough garage

Community Day- September 19, 2026, 12:00 PM to 3:00 PM at Folsom Boro Fields

ORDINANCES: (Second Reading/ Final Adoption)

ORDINANCE NO. 07-2026

AN ORDINANCE ESTABLISHING THE POSITION OF FLOODPLAIN ADMINISTRATOR FOR THE MUNICIPALITY OF FOLOM, COUNTY OF ATLANTIC, STATE OF NEW JERSEY

Section 1. Purpose

The purpose of this ordinance is to establish the position of Floodplain Administrator to administer and enforce the Municipality's Flood Damage Prevention Ordinance, maintain compliance with the National Flood Insurance Program (NFIP), coordinate implementation of applicable State flood hazard regulations, and protect the public health, safety, and welfare from flood hazards.

Section 2. Establishment of Position

There is hereby established the position of Floodplain Administrator.

The Floodplain Administrator shall be appointed by the mayor with the advice and consent of the Governing Body, or as otherwise provided by municipal charter. The Governing Body may designate an existing municipal official to serve in this capacity or establish a separate position.

The Floodplain Administrator may delegate specific administrative duties to qualified municipal employees; however, responsibility for administration and enforcement shall remain with the Floodplain Administrator.

Section 3. Qualifications

The Floodplain Administrator should possess education and experience in planning, construction code administration, public works, environmental science, emergency management, or a related field.

Preferred qualifications include:

- Certification as a Certified Floodplain Manager (CFM).
- Working knowledge of FEMA National Flood Insurance Program regulations.
- Knowledge of the New Jersey Flood Hazard Area Control Act and related NJDEP regulations.
- Experience interpreting flood insurance studies, Flood Insurance Rate Maps (FIRMs), and engineering reports.

Section 4. Duties

The Floodplain Administrator shall:

1. Administer and enforce the Municipal Flood Damage Prevention Ordinance.
2. Review and approve Floodplain Development Permit applications.

3. Determine whether proposed development is located within Special Flood Hazard Areas or other regulated flood hazard areas.
4. Verify required State and Federal permits have been obtained prior to municipal approval.
5. Coordinate floodplain permitting with the Construction Official, Municipal Engineer, Planning Board, Zoning Board of Adjustment, Emergency Management Coordinator, and NJDEP.
6. Interpret FEMA Flood Insurance Rate Maps, Flood Insurance Studies, Letters of Map Amendment, Letters of Map Revision, and best available flood hazard data.
7. Maintain permanent records of permits, elevation certificates, floodproofing certificates, variances, inspections, and enforcement actions.
8. Conduct inspections necessary to verify compliance with municipal floodplain regulations.
9. Investigate violations and initiate enforcement actions authorized by municipal ordinance and State law.
10. Review substantial improvement and substantial damage determinations.
11. Maintain records required for continued participation in the National Flood Insurance Program.
12. Coordinate Community Rating System (CRS) activities when the municipality participates in the CRS.
13. Serve as the municipal liaison with FEMA, the New Jersey Department of Environmental Protection, the State NFIP Coordinator, and other regulatory agencies.
14. Prepare reports required by FEMA, NJDEP, or the Governing Body.
15. Recommend amendments to municipal floodplain regulations as Federal or State requirements change.
16. Provide public information regarding flood hazards, flood insurance requirements, and floodplain development regulations.
17. Perform other duties necessary to implement the Municipal Flood Damage Prevention Ordinance.

Section 5. Authority

The Floodplain Administrator shall have authority to:

- Request engineering and technical information necessary to evaluate permit applications.
- Require submission of elevation certificates, floodproofing certificates, hydrologic and hydraulic analyses, and other supporting documentation.
- Issue written determinations regarding floodplain compliance.
- Issue notices of violation.
- Recommend stop-work orders and legal enforcement actions as authorized by municipal ordinance and applicable law.
- Coordinate inspections with the Construction Official.

Section 6. Cooperation of Municipal Departments

All municipal departments shall cooperate with and provide information reasonably requested by the Floodplain Administrator in carrying out the duties established herein.

Section 7. Effective Date

This ordinance shall take effect upon final passage and publication according to law.

PUBLIC COMMENT: NONE

A motion to approve Ordinance #07-2026 was made by Councilman Ballistreri and seconded by Councilman Norman. There was a roll call vote with all in favor.

BOROUGH OF FOLSOM ORDINANCE 08-2026

AMENDING THE SALARY ORDINANCE TO INCLUDE THE FLOODPLAIN ADMINISTRATOR POSITION OF THE BOROUGH OF FOLSOM, COUNTY OF ATLANTIC, STATE OF NEW JERSEY

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

SECTION 1. The annual salaries and compensation for the various Borough officials, officers, and employees of the Borough of Folsom, listed below, shall be as follows for calendar year 2026:

Salaried Positions

Borough Clerk/Administrator	\$25,000	-	\$ 75,000
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Chief Financial Officer	\$4,000	-	\$75,000
Council Member	\$1,700	-	\$3,000
Code Enforcement	\$1,800	-	\$15,000
Deputy Emergency Management Coordinator	\$300	-	\$5,000
Deputy Borough Clerk	\$15,000	-	\$45,000
Emergency Management Coordinator	\$500	-	\$6,000
Mayor	\$2,200	-	\$3,900
Municipal Administrative Assistant	\$15,000	-	\$40,000
Tax Assessor	\$6,500	-	\$35,000
Tax Collector	\$6,500	-	\$35,000
Zoning Official	\$1,800	-	\$15,000

Hourly Positions: -

Conflict Zoning Official	\$15.00	-	\$50.00
Part-time Laborer	\$15.00	-	\$35.00
Public Works Laborer	\$15.00	-	\$35.00
Superintendent of Public Works	\$15.00	-	\$40.00
Floodplain Administrator	\$50.00	-	\$50.00

SECTION II. The salaries and wages hereby established shall be on a bi-weekly basis with the exception of Mayor and Council, which shall be quarterly, unless otherwise specified.

SECTION III. The provisions of this Ordinance shall be retroactive to January 1, 2026, and shall apply to employees continually employed since January 1, 2026.

SECTION IV. Any Ordinance or part of an Ordinance inconsistent with this Ordinance is hereby repealed to the extent of such inconsistency.

SECTION V. This Ordinance shall become effective immediately upon final passage and publication according to law.

PUBLIC COMMENT: NONE

A motion to approve Ordinance #08-2026 was made by Councilman Blazer and seconded by Councilman Hadulias. There was a roll call vote with all in favor.

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.

RESOLUTION

RESOLUTION 2026- 68 BOROUGH OF FOLSOM

A RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CANCEL AND REFUND 2026 PROPERTY TAXES

WHEREAS, it has come to the attention of Mayor and Council that Block 2507 Lot 207, 24 E. Park Avenue, owner Richard L. Rivera, has been declared to be 100% permanently and totally disabled due to a wartime service-connected disability and as such is exempt from paying property taxes;

WHEREAS, the 2026 taxes in the amount of \$1,936.79 shall be canceled and;

WHEREAS, 3rd quarter taxes were paid in the amount of \$968.40, this amount shall be refunded to the mortgage company.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Folsom, County of Atlantic, State of New Jersey that 2026 taxes are cancelled in the amount of \$1,936.79 and \$968.40 shall be refunded to the owner's mortgage company.

BOROUGH OF FOLSOM RESOLUTION NO. 2026-69

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 September 8, 2026 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 September 8, 2026, to December 31, 2026, and may be amended or extended by the Borough Council as necessary at a rate of \$195.00 per hour
4. THAT a copy of this Resolution shall be published on the Folsom Borough Website 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 on the Folsom Borough Website 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.

A motion to approve Resolutions #2026-68 thru #2026- 69 was made by Councilman Norman and seconded by Councilman Whittaker.

There was a roll call vote with ayes all.

SOLICITOR'S REPORT: No report

MAYOR'S REPORT: *Reminded residents to use caution while driving, as children are back in school and are moving about the community more frequently.*

FIRE REPORT: *No Report*

ENGINEER'S REPORT:

FY 2025 CDBG: 13th Street Park Improvements

Swift & Son, Inc. has completed all of the improvements at 13th Street Park except for the solar lights and a few punchlist items. They will return to complete that work once the solar lights have been delivered, which is expected to occur in the next 6-to-8 weeks.

FY 2026 Municipal Aid: Resurfacing of Fenimore Drive & Lupin Lane

Arawak Paving Co. has completed all contract and punchlist work for the project. We have submitted the final payment application and final change order for approval by Council. Once approved and processed, we will proceed with NJDOT closeout and prepare the final invoice on behalf of the Borough.

COUNCIL MEMBER'S COMMITTEE REPORTS:

Councilman Ballistreri: *Requested that the Department of Public Works (DPW) be offered a few hours of overtime to assist with Community Day.*

Councilman Hadulias: *None*

Councilman Whittaker: *None*

Councilman Hoffman: *None*

Councilman Blazer: *None*

Councilman Norman: *Asked about the status and anticipated opening dates of the upcoming cannabis shops in the Borough.*

MEETING OPEN TO THE PUBLIC: No comment

PAYMENT OF BILLS IN THE AMOUNT OF: \$12,437.85, \$2,693.49, \$6,785.08 and \$248,486.88

A motion to approve payment was made by Councilman Blazer and seconded by Councilman Norman

There was a roll call vote with ayes all.

Mayor Smith reminded the public that all other monthly reports are on file in the minute book.

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

*The next regular meeting of Mayor and Council will be held on Tuesday, **October 13, 2026**, starting with a workshop meeting at 6:00 pm and continuing immediately thereafter with the regular meeting in Borough Hall, 1700 12th Street, Folsom, NJ*

With no other discussion, the meeting was adjourned at 7:31 PM.

Respectfully submitted,

Brooke Sedeyn
Deputy Clerk

