

**BOROUGH OF FOLSOM
COUNCIL MEETING
MINUTES
April 10, 2018**

MEETING CALLED TO ORDER: 6:33PM

SALUTE TO THE FLAG LED BY Mayor DeStefano

Five minute recess tape recorder not working

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, Engineer Mark Herrmann and CFO Dawn Stollenwerk

APPROVAL OF SPECIAL MEETING MINUTES FROM February 22, 2018

A motion to approve the minutes was made by Councilman Arena and seconded by Councilman Jantz
Smith-A Jantz-Y Pagano-An Arena-Y Hoffman-Y Schenker-Y

APPROVAL OF THE WORKSHOP MINUTES FROM March 6, 2018

A motion to approve the minutes was made by Councilman Smith and seconded by Councilman Schenker
There was a roll call vote with ayes all with the exception of Councilman Pagano's abstention.

APPROVAL OF THE REGULAR COUNCIL MEETING MINUTES FROM March 8, 2018

A motion to approve the minutes was made by Councilman Smith and seconded by Councilman Hoffman
There was a roll call vote with ayes all with the exception of Councilman Pagano's abstention.

MEETING OPEN TO PUBLIC: No comments

CLERK'S CORRESPONDENCE:

Next E-Waste Day is scheduled for May 12, 2018 from 8:00AM until 1:00PM at the Borough Public Works Garage on Backline Rd.

Reminder: The Clerk's office is opened until 7:00PM on Monday evenings.

Community Day is June 2, 2018 from 10:00AM until 2:00PM- The Shred Truck will be available from 11:00 -1:00PM.

RESOLUTIONS:

**BOROUGH OF FOLSOM
RESOLUTION # 2018-49**

**A RESOLUTION AUTHORIZING THE CLOSURE OF THE FOLSOM GENERAL COURT AND
BAIL ACCOUNTS**

WHEREAS, the Borough Council entered into an agreement with the Town of Hammonton to create a joint municipal court, and;

WHEREAS, there is no longer a need to keep separate Borough bank accounts for the Municipal Court; and

NOW, THEREFORE, BE IT RESOLVED, that the Chief Financial Officer and Municipal Clerk is hereby authorized to close the General Court Account and Bail Account; and

BE IT FURTHER RESOLVED, that the balances in the General Court account be disbursed as required by law and AOC policy, and the balance in the Bail Account be turned over to the Hammonton Joint Municipal Court.

A motion to approve Resolution #2018-49 was made by Councilman Smith and seconded by Councilman Hoffman

There was a roll call vote with ayes all.

**RESOLUTION 2018-50
BOROUGH OF FOLSOM**

**RESOLUTION AUTHORIZING CHANGE ORDER 1 - FINAL TO THE CDBG BOROUGH
HALL AUTOMATED DOOR OPERATORS-CONTRACT NO. 22**

WHEREAS, the Borough of Folsom in accordance with the Local Public Contracts Law, N.J.S.A. 40a:1-1 et seq, previously awarded and entered into a contract for the CDBG Borough Hall Automated Door Operators-Contract No. 22, a Community Development Block Grant from the Atlantic County Improvement Authority with Automated Access Systems for the installation of the automated door operators at the Borough Hall in the Borough of Folsom; and

WHEREAS, it has subsequently been determined by the Borough that it will be in the best interests of the Borough and the Borough Hall automated door operator project that the scope of the automated door operators project be increased subject to the increase of the actual constructed quantities and that such change order is allowed under N.J.A.C. 5:30-11.3; and

WHEREAS, the adjustment in the Borough Hall automated door operators project by the addition of several constructed quantities, and allows the Borough to take full advantage of the available county funding; and

WHEREAS, the increase of constructed quantities in the project does not substantially change

the quality or character of the work to be provided by the Contractor; and

WHEREAS, the net increase in the Contract is \$1,743.00 and the execution of Change Order No. 1-Final will not cause the originally awarded contract price to be exceeded by more than twenty percent (20%); and

WHEREAS, the adjusted quantities in the Borough Hall automated door operators project increases the Contract amount in the Borough Hall automated door operator's project and will allow the Borough to take full advantage of the available state funding.

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

The change order is approved for the Borough Hall automated door operators project to adjust the Contract amount by the adjusted quantities at a net increase of \$1,743.00 and for a resulting total Contract amount of \$16,609.00; and

The Mayor and Borough Clerk are hereby authorized to enter into an execute on behalf of the Borough and amendatory contract covering the approved changed, such amendatory contract to be in a form satisfactory to the Borough Attorney.

A motion to approve Resolution #2018-50 was made by Councilman Schenker and seconded by Councilman Pagano.

There was a roll call vote with ayes all.

**RESOLUTION 2018-51
BOROUGH OF FOLSOM**

**SELF EXAMINATION OF BUDGET RESOLUTION
(as required by DCA)**

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Borough of Folsom has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the local government meets the necessary conditions to participate in the program for the 2018 budget year.

NOW, THEREFORE BE IT RESOLVED by the governing body of the Borough of Folsom that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has meet the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges

- b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
 3. That the budget is in such form, arrangement, and content as required by the local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
 4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated
 - b. Items of appropriation are properly set forth
 - c. In itemization, form arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
 5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
 6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

A motion to approve Resolution #2018-51 was made by Councilman Smith and seconded by Councilman Arena.

Smith-Y Jantz-Y Pagano-N Arena-Y Hoffman-Y Schenker-Y

RESOLUTION 2018-52

**RESOLUTION EXCLUDING PUBLIC PARTICIPATION WITHIN A
PORTION OF A MEETING OF THE BOROUGH COUNCIL
PURSUANT TO N.J.S.A. 10:4-12**

WHEREAS, meetings of the Mayor and Borough Council are subject to the provisions of a Statute entitled the "Open Public Meetings Act" codified within N.J.S.A. 10:4-12, et. seq.;

WHEREAS, the said Act provides for public participation within all meetings, except those meetings or business which involve certain enumerated activities of a public body as further set forth in the said Statute; and

WHEREAS, the Borough Council desires to discuss and act upon matters subject to the exclusions of said Act under the provisions of N.J.S.A. 10-4-12, et seq.; and

WHEREAS, the Act hereinabove recited provides that a public body may exclude public participation within any meeting wherein such matters may be discussed or acted upon provided that a Resolution be adopted at a meeting to which the public is admitted;

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

A. The public shall and will be excluded from that portion of a meeting conducted by the Borough Council on Tuesday, April 10, 2018, pertaining to matters contemplated in N.J.S.A. 10:4-12 et seq., and to specifically include a personal matter under N.J.S.A.10:4-12(b)(8).

B. Directing the Clerk to separately record the minutes of that portion of the aforesaid meeting dealing with such matters and retain same within a confidential file until such time that those matters have been fully acted upon by the Township Committee.

A motion to approve Resolution #2018-52 was made by Councilman Hoffman and seconded by Councilman Jantz.

There was a roll call vote with ayes all.

**BOROUGH OF FOLSOM
RESOLUTION NO. 2018-53**

**RESOLUTION OF THE COMMON COUNCIL OF THE BOROUGH OF
FOLSOM, ATLANTIC COUNTY, SUPPORTING ASSEMBLY BILL 3292
REQUIRING A WARNING STICKER ON CONTAINERS OF OPIOID
MEDICATIONS**

WHEREAS, for three (3) out of four (4) heroin users, heroin use is preceded by the use/abuse of prescription drugs according to the National Institute of Health; and

WHEREAS, according to the Center for Disease Control, (i) opioid addiction has reached epidemic proportions across our country as ninety-one (91) people die each day in the United States from an opioid overdose; (ii) overdose deaths due to prescription opioids were five times higher in 2016 than in 1999; (iii) sales of these prescription drugs have quadrupled; and (iv) New Jersey has seen a 42.3% increase in such deaths from 2015 to 2016; and

WHEREAS, the United States Department of Health and Human Services declared the opioid crisis a public health emergency in 2017; and

WHEREAS, Atlantic County Assemblypersons John Armato, Vince Mazzeo and Valerie Vainieri Huttle have introduced Assembly Bill 3292 (the " Bill") which would require all prescription opioid medication containers to include a warning sticker advising patients of the risk of addiction and overdose; and

WHEREAS, the Bill would require the Director of Consumer Affairs of New Jersey, in consultation with the State Department of Health, to promulgate language for the sticker which, at a minimum, shall indicate that the medication is an opioid which carries a risk of addiction and overdose, and the sticker would be red in color with text printed in a white font to alert a patient and be easily and clearly legible; and

WHEREAS, the Atlantic County Opioid Task Force is in support of the Bill; and

WHEREAS, the Atlantic County Board of Chosen Freeholders adopted Resolution 80- 2018 on February 27, 2018 in support of the Bill; and

NOW THEREFORE, BE IT RESOLVED that the Common Council of the Borough of Folsom does hereby support the Bill.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to New Jersey Governor Phil Murphy; Congressman Frank LoBiondo, State Senators Chris Brown, Jeff Van Drew, Dawn Addiego, Robert Menendez and Chris Connors; Assemblypersons Vince Mazzeo, John Armato, Robert Andrzejczak, Bruce Land, Joe Howarth, Ryan Peters, Brian Rumpf and Dianne Gove; the Municipal Clerks of each of the other twenty-two (22) municipalities in Atlantic County; the Atlantic County League of Municipalities; and the Atlantic County Mayors Association.

A motion to approve Resolution #2018-53 was made by Councilman Smith and seconded by Councilman Schenker.

There was a roll call vote with ayes all.

**RESOLUTION 2018-54
BOROUGH OF FOLSOM**

A RESOLUTION TO ADOPT AND READ THE BUDGET BY TITLE ONLY

WHEREAS, the local municipal budget for the year 2018 was approved on the 10th day of March 2018; and

WHEREAS, the it is the desire of the Borough of Folsom governing body to read the budget by title only, and

WHEREAS, the public hearing on said budget has been held April 10, 2018 as advertised; and

NOW, THEREFORE BE IT RESOLVED, this Resolution was approved for final adoption at a public hearing held in the Borough of Folsom Municipal Building, 1700 12th St., Folsom, NJ on the 10th day of April 2017 at 6:00pm.

PUBLIC COMMENT: NONE

A motion to approve Resolution #2018-54 was made by Councilman Smith and seconded by Councilman Hoffman.

Smith-Y Jantz-Y Pagano-N Arena-Y Hoffman-Y Schenker-Y

Mayor DeStefano thanked CFO Dawn Stollenwerk for her work on the 2018 Budget.

Fire Chief's Report: Councilman Smith read report.

The following incidents occurred in your community during the month of February/ March2018.

Feb 2 nd	Wires	Black Horse Pike	20 Members Responding
Feb 2 nd	Alarm System	Black Horse Pike	16 Members Responding
Feb 11 th	Fumes	Mays Landing Rd	14 Members Responding
Feb 21 st	Fire Alarm	Black Horse Pike	16 Members Responding
March 2 nd	Wires	Fenimore Dr.	14 Members Responding
March 2 nd	Wires	Backline Rd	14 Members Responding
March 7 th	Wires	Cains Mill & BHP	17 Members Responding
March 7 th	Wires	8 th St. & BHP	17 Members Responding
March 7 th	Wires	Queens Ln	17 Members Responding
March 7 th	Alarm System	Fenimore Dr.	19 Members Responding
March 7 th	Wires	Park Ave	19 Members Responding
March 7 th	Wires	Mays Landing Rd & Rt 54	19 Members Responding
March 7 th	Wires	Eleventh St.	19 Members Responding
March 7 th	Wires	Rt. 54	19 Members Responding
March 12 th	Alarm System	Black Horse Pike	16 Members Responding
March 16 th	Alarm System	Black Horse Pike	12 Members Responding
March 21 st	Wires	Fenimore Dr.	11 Members Responding
March 21 st	Wires	Mohawk Dr.	11 Members Responding

March 21 st	Wires	Fenimore Dr.	14 Members Responding
March 21 st	Wires	S. River Dr.	15 Members Responding
March 22 nd	Wires	Memory Ln	11 Members Responding
March 22 nd	Wires	Fifteenth St	11 Members Responding
March 22 nd	Wires	Memory Ln	14 Members Responding
March 22 nd	CO Alarm	Eleventh St	14 Members Responding

As you can see we were a little busy that night, however when it was all said and done there was very little if any property damage, nor was anyone injured. We would also like to thank Public works for all their help during the two storms that caused all the havoc.

The Fire Department will be having our annual hoagie sale starting at 10am on Saturday April 28th at the firehouse, proceeds will go once again this year to fighting cancer and our scholarship fund. Please stop by and support a couple of great causes.

Just a reminder anyone needing smoke detectors the Fire Department has just received a new batch, so please don't hesitate to ask. Anyone needing them should contact town hall or you can reach us at clfd23.org and we will be glad to get them out. Again anyone wishing to stop by the station members are there every Tuesday night starting at 7pm. You can also check us out on Facebook or Twitter.

SOLICITOR'S REPORT: Brian Lozuke stated that the closed session this evening is a personnel matter that we will be discussing. Brian reported that there are twenty (20) tax appeals to date and the deadline is May 1, 2018. Brian also stated that the Zoning Officer issued a Summons to Soulsations and Doing it Right, LLC.

ENGINEER'S REPORT:

ACTION ITEM

No action items for the month of March.

INFORMATIONAL ITEMS

CURRENT/NEW PROJECTS

BOROUGH ENGINEER TRANSITION

Our office has been in contact with Gary Auer and Vince Polistina from Polistina Associates regarding the transition to our office as Borough Engineer. Polistina has provided our office with some information via email, and is preparing additional information to be transmitted on a CD. We are still awaiting the CD. NJDOT FY2018 MUNICIPAL AID APPLICATIONS The Borough submitted an application for the 2018 Road Program, which consists of the following scope of work:

- 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.

The NJDOT has awarded the Borough **\$282,000** for the 2018 Road Program. I would like to work with the Borough to develop a project timeline and ensure that the Borough has the funds set aside for engineering, construction and management costs.

FY 2018 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

Ms. Gatto forwarded a letter from Dennis Levinson, requesting Municipal representation at a meeting on February 20, 2018, to be held by the Atlantic County Urban County Committee. At this meeting, the Atlantic County Improvement Authority provided program information, applications for funding, and a timeline for the Program’s implementation. The grant amounts are currently being determined, but the Borough can expect a funding amount typical of years past, which is \$15,000. Based on the CDBG history provided at this meeting, Folsom may have \$39,362.67 of remaining funds, although it is not clear if this money was spent on the most recent project at the Borough Hall.

If the Borough wishes to make an application to the ACIA for CDBG funds, I am available to meet with the appropriate subcommittee and representatives to discuss potential projects and the application process. Applications are due by **March 27, 2018**.

MASTER PLAN REEXAMINATION

I attended the kick-off meeting with Mr. Lozuke, Ms. Gatto, members of the Borough Master Plan Subcommittee, and representatives from the Department of Community Affairs (DCA) Local Planning Services (LPS) division. Our office will provide support to this effort as needed. Currently, the LPS has requested information regarding the most current tax and zoning GIS information.

LEGACY PROJECTS

NJDOT MUNICIPAL AID PROGRAM: 14TH STREET

The project is complete. The pavement cores are in and are acceptable. The damaged corrugated metal pipe has been repaired, and the trench will be repaired using infrared restoration techniques. I have requested a digital copy of the Construction Plans and Specifications from Polistina for our records. Since the project is completed, our office has no objection to having Polistina handle the closeout procedures with the NJDOT.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM: BOROUGH HALL IMPROVEMENTS

The project is complete. As such, we have no objection to having Polistina handle the closeout procedures with the Atlantic County Improvement Authority.

8TH STREET BRIDGE REPAIR

This work is being performed by Atlantic County. According to Polistina, this work has been rescheduled numerous times. I will contact the County for a status update.

DOLLAR GENERAL/DUNKIN DONUTS PROJECT

According to Polistina, it was agreed that they would finish the construction oversight and inspection of this project. It appears that the majority of the civil site work been completed. We have no objection to this arrangement, if desired by Mayor and Council.

MAYOR’S REPORT:

Mayor DeStefano thanked the Public Works Department and Councilman Smith for all their hard work during the storms. Mayor DeStefano wished the FAA good luck as they start their new season.

COUNCIL MEMBER’S REPORTS:

Councilman Kyle Smith: asked all residents to come out and support the baseball and softball teams. Kyle reminded residents that Community Day is June 2, 2018 from 10:00AM until 2:00PM at Folsom School grounds. Kyle asked for any vendors that are interested to please contact him or call the Clerk’s office.

Councilman Ken Jantz: reported that he is working with a company from North Carolina that maybe interested in relocating to Folsom. Ken reported that he has met with them and will keep Council updated.

Councilman Pagano: thanked Jerry Del Rosso from Atlantic County for the electronic speed limit sign on E. Collings Drive. Councilman Pagano stated he spoke with Tom Stanuikynas from the DCA regarding the Master Plan and that he recommended the working Master Plan committee increase its size to include some entities such as, Police Department, Public Works, Civic Association, Historical Society, Public Clubs, Parks & Rec, Churches, Non-Profits, Tax Assessor and Town Planner to give input on the Master Plan to ensure a more successful Plan. Ben nominated Jim Hoffman as the liaison for Folsom School. Ben read the Public Works report.

Councilman Arena: reported on the Parks & Rec Committee. Charlie stated that the Folsom Borough's Green Team has applied for a \$2,000.00 grant for a Community Garden. Charlie reported that the Green Team is looking for more members. The Green Team should know in a week or two if they will be awarded the grant. Charlie stated that per an email from Sandi Kaiser the batting cages will not be installed this year due to declining numbers and Charlie thanked Clerk Patti Gatto for her work and time on researching the batting cages for the FAA. Charlie noted that the FAA is looking to install a warm up area for girls' softball. Charlie stated that with regards to the Master Plan he was at the preliminary meeting and was able to give some input on enhancing the environment in the Community. Charlie wanted everyone one two know that he will continue to make sure the Parks & Rec will be a presence at the Master Plan meeting.

Councilman Hoffman: no report

Councilman Schenker: Greg read a letter from the Atlantic County Joint Insurance fund commending the Borough staff on their commitment to safety and the 2017 Safety Incentive Reimbursement of \$1,650.00. Greg thanked the Road Crew, Councilman Smith and the Fire Company for all their services during the past storms.

Mayor DeStefano asked residents to please be patient the crews will be around to your neighborhood to pick up the limbs.

PUBLIC COMMENTS OR QUESTIONS ON COUNCIL MEMBER REPORTS ONLY:

OPEN TO THE PUBLIC: Mimi Veneziani (4th Rd.) stated that School Board President Glen Smith who is also on the Planning Board will be the school liaison for the Master Plan.

(Inaudible from the audience)

PAYMENT OF BILLS IN THE AMOUNT OF: \$224,315.55

A motion to approve payment was made by Councilman Arena and seconded by Councilman Smith

There was a roll call vote with ayes all.

Mayor and Council entered into Executive Session at 8:08PM.

Mayor and Council returned from Executive Session at 8:28PM

Mayor DeStefano asked for a motion to place an ad for a new Tax Assessor. There was a motion made by Councilman Arena and seconded by Councilman Smith.

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, May 8, 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 8:40PM.

Respectfully submitted,

Patricia M. Gatto
Municipal Clerk

