

**BOROUGH OF FOLSOM
COUNCIL MEETING
MINUTES
February 13, 2024**

MEETING CALLED TO ORDER: 6:31PM

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

Absent: Councilman Whittaker

Also present: Mayor Glenn Smith, Solicitor Angela Costigan, and CJ Kaenzig from Polistina & Assoc.

APPROVAL OF THE RE-ORGANIZATION MEETING MINUTES January 3, 2024

A motion to approve the minutes was made by Councilman Norman and seconded by Councilman Porretta

There was a roll call vote with ayes all.

APPROVAL OF THE WORKSHOP MEETING MINUTES January 9, 2024

A motion to approve the minutes was made by Councilman Norman and seconded by Councilman Hoffman

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

APPROVAL OF THE COUNCIL MEETING MINUTES January 9, 2024

A motion to approve the minutes was made by Councilman Porretta and seconded by Councilman Norman.

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

APPROVAL OF THE PLANS & SPECS FOR THE 2024 ROAD PROGRAM with changes

Roll call vote with ayes all.

MEETING OPEN TO THE PUBLIC: *No comments*

CLERK'S CORRESPONDENCE:

Borough Hall Offices will be closed on February 19, 2024 in observance Presidents' Day

Next E-Waste Drop-Off Day is March 09, 2024 from 8:00AM to 11:00PM

Free Rabies Clinic is scheduled for March 16, 2024 from 9:00AM to 11:00AM at the Borough Garage located on Backline Rd.

ORDINANCES: (Introduction/First Reading)

**BOROUGH OF FOLSOM
ORDINANCE 01-2024**

AN ORDINANCE ESTABLISHING AND FIXING SALARIES FOR VARIOUS OFFICIALS AND EMPLOYEES 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 2024:

<u>Salaried Positions</u>			
Borough Clerk/Administrator	\$25,000	-	\$ 75,000
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
<u>Hourly Positions:</u>			
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	-	\$45.00

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, 2024, and shall apply to employees continually employed since January 1, 2024.

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.

A motion to approve Ordinance #01-2024 was made by Councilman Hoffman and seconded by Councilman Blazer

There was a roll call vote with ayes all.

**BOROUGH OF FOLSOM
ORDINANCE 02-2024**

**CALENDAR YEAR 2024
AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Folsom in the County of Atlantic finds it advisable and necessary to increase its CY 2024 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 3.5 % increase in the budget for said year, amounting to \$9,800.13 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Borough Council hereby determines that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Folsom, in the County of Atlantic, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2024 budget year, the final appropriations of the Borough of Folsom shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$1,014,313 and that the CY 2024 municipal budget for the Borough of Folsom be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

A motion to approve Ordinance #02-2024 was made by Councilman Norman and seconded by Councilman Blazer

There was a roll call vote with ayes all.

RESOLUTIONS:

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.

BOROUGH OF FOLSOM Atlantic County, New Jersey

RESOLUTION # 2024-30

A RESOLUTION ACCEPTING BIDS FROM THE PUBLIC SALE OF NON-CONFORMING LOTS

WHEREAS, the Borough of Folsom is the owner of certain real property located on Block 1602 Lots 5 and 6 which properties were not needed or required for municipal use; and

WHEREAS, the lots are less than the minimum size required for development under the municipal ordinance and are without capital improvements; and

WHEREAS, a public sale was held on January 22, 2024 pursuant to N.J.S.A. 40A:12-13; and

WHEREAS, Block 1602 Lots 5 and 6 were bid; and

WHEREAS, there is an offer to purchase the real property located on Block 1602 Lot 6 for \$17,200.00 and block 1602 lot 5 for \$17,200.00 by Briana, LLC and

WHEREAS, the Council of the Borough of Folsom deems it in the best interests of the residents of the Borough of Folsom to accept the bids and sell the properties in accordance with the provisions of N.J.S.A. 40A:12-13.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Folsom that the bids for Block 1602 Lots 5 and 6 are accepted and that the properties be sold.

BE IT FURTHER RESOLVED that the Clerk and the Mayor are authorized to execute any and all Closing Documents to Effectuate the Sales.

BOROUGH OF FOLSOM

RESOLUTION # 2024-31

RESOLUTION REVISING PERSONAL DAYS POLICY IN THE EMPLOYEE HANDBOOK

WHEREAS, the Employee Handbook needs to be revised to update the personal days and vacation days policy; and

WHEREAS, the Council of the Borough of Folsom has authorized the revision of the personal and vacation days policy; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Folsom that the Personal Days policy in the Employee handbook is hereby revised.

RESOLUTION #2024-32

Whereas, the _____ BOROUGH OF FOLSOM

(formal name of organization)

desires to apply for and obtain a grant from the New Jersey Department of Community Affairs

for approximately \$ 60,000 to carry out a project to

_____ (dollar amount of request)

RENOVATE/IMPROVE FALCON'S NEST PARK

_____ (briefly describe the project)

Be it therefore RESOLVED,

1) that the _____ BOROUGH OF FOLSOM

(formal name of organization)

does hereby authorize the application for such a grant; and,

1. recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department

of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the

BOROUGH OF
FOLSOM
(formal name of organization)

and the New Jersey Department of Community Affairs.

Be it further RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

A motion to approve Resolutions #2024-30 through 2024-32 was made by Councilman Norman and seconded by Councilman Porretta

There was a roll call vote with ayes all.

FIRE REPORT: Council Norman read fire report.

ENGINEER'S REPORT: CJ read report

NJDOT FY 2023 - Resurfacing of Erie Road, Cherokee Road, Mohawk Drive & Seneca Lane

We have received authorization from NJDOT to advertise the project. Once we receive authorization to advertise the FY 2024 Roads, we will advertise and receive bids for the two projects concurrently.

The Borough received \$261,640.00 in municipal aid, and the project includes drainage improvements, roadway reconstruction, and resurfacing on Erie Road, Cherokee Road, Seneca Lane, and Mohawk Drive from Cherokee Road to a match line approximately 200' east. The Engineer's estimate for the project is \$246,398.00.

NJDOT FY 2024 - Resurfacing of Fenimore Drive, Lenape Terrace, & Mohawk Drive

The plans and specs are complete and are on tonight's agenda for approval by Council. We have also submitted to NJDOT for their review and approval. Once we receive authorization to advertise, we will advertise and receive bids concurrently with the FY 2023 Roads, with the start of construction to follow in late spring or early summer.

The Borough received \$245,450.00 in municipal aid, and the project includes drainage improvements and resurfacing on Lenape Terrace, the remainder of Mohawk Drive, and Fenimore Drive from the Black Horse Pike to Erie Road. The Engineer's estimate for the project is \$233,178.00.

NJDCA FY 2024 Local Recreation Improvement Grant

Grant applications for the New Jersey Department of Community Affairs' FY 2024 Local Recreation Improvement Grants are due by February 27, 2024. The Borough's Resolution of Support to submit a

grant application is included on tonight's agenda in order to be submitted with the application. We have discussed with the Borough Clerk and Public Works and anticipate requesting \$60,000 for improvements to Falcon Crest Park to continue off of last year's project, but that is subject to the approval of Council tonight. Once a project is agreed upon, we will prepare and submit the application accordingly.

SOLICITOR'S REPORT: NO REPORT

MAYOR'S REPORT: *Mayor Smith met with Chief Donnelly. The fire department asked to get some support from Council with their fundraising. Glenn also discussed with the Chief tree removals. Glenn thanked the Clerk for calling over Dollar General and getting the trashed picked up. Glenn also thanked Jim Bertino from the County for getting the tree picked up on Mays Landing Rd. Glenn reported that there will be a Budget meeting on February 21, 2024 at 6:00PM.*

COUNCIL MEMBER'S COMMITTEE REPORTS:

Councilman Conway: *Greg asked for Council approval to purchase three no littering signs. Council gave approval. Greg asked if we could put a fine on the sign. Greg reported that the Environmental Commission is trying to schedule a street clean up on 14th St and Park Ave. for March 23, 2024. The Commission will be distributing seedlings on April 27, 2024 at Borough Hall. Greg reported that the two street lights that were out have been repaired.*

Councilman Norman: *Al reported that he called John to repair some potholes and it was addressed.*

Councilman Porretta: *Mike asked Public Works if the street speed sign was working and PW Chris stated that it was.*

Councilman Whittaker: *Absent*

Councilman Hoffman: *no report*

:

Councilman Blazer: *Reported on the Public Works Department activity.*

MEETING OPEN TO THE PUBLIC: *Mike Sutts (3313 Pinewood Drive) offered to use his facility to help give out some trees.*

PAYMENT OF BILLS IN THE AMOUNT OF: \$221,379.72

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

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, **March 12, 2024** 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 6:54PM.

Respectfully submitted,

Patricia M. Gatto
Municipal Clerk

