

**MINUTES**  
**COUNCIL MEETING**  
**JANUARY 06, 2016**  
**6:00 p.m.**

In compliance with N.J.S.A. 10:4, Open Public Meetings Law, notice was given to two newspapers and posted, that a council meeting of the Mayor and Council was scheduled for Wednesday, January 06, 2016 at 6:00 P.M. The Municipal Clerk took the roll call and showed that all were present with the exception of Councilman Wilson who gave prior notification. The Engineer and the Solicitor were both present.

The elected two Councilpeople, Councilman Saxton and Councilman Krause along with Mayor Cowling-Carson were sworn in by the Borough Clerk.

Motion was made by Councilman DePrince, seconded by Councilman Krause to open the meeting to the public. All Council voted aye.

No one from the public spoke.

Motion made by Councilwoman Martz, seconded by Councilwoman Bonamassa to close the meeting to the public. All Council voted aye.

The following Council Committee Appointments were made by motion of Councilman DePrince, seconded by Councilman Krause:

Public Safety and Compliance director Councilman DePrince, with Councilman Whalen and Councilman Saxton.

Finance and Administration director Councilman Whalen with Councilwoman Bonamassa and Councilwoman Martz.

Public Works and Technology director Councilwoman Bonamassa with Councilman Whalen and Councilman Saxton.

Planning/Zoning, Codes, Licensing & Street Lighting director Councilwoman Martz with Councilman DePrince, and Councilman Krause.

Public Events director Councilman Krause with Councilwoman Martz and Councilwoman Bonamassa.

Facilities, Recreation and Community Development director Councilman Saxton with Councilman DePrince and Councilman Krause.

All Council voted aye.

The following appointments were made by the Mayor, with confirmation of Council taken in small groups:

Planning Board Councilperson: Councilwoman Martz

Insurance Commissioners: Richard Michielli, Anthony DePrince

School Board Liaisons: Councilman DePrince and Councilwoman Martz

Motion was made by Councilman DePrince, seconded by Councilwoman Martz with all Council voting aye.

Borough Auditor: Bowman and Associates, Todd Saler  
Manager of Borough Services: John D. Keenan, Jr.  
Office Manager/Treasurer Mark Godfrey  
Treasurer Shelley Strehle  
Affirmative Action Official: Mark Godfrey  
Payroll Administrator Mark Godfrey  
Registrar – Vital Statistics: John D. Keenan, Jr.  
Motion made by Councilman DePrince, seconded by Councilwoman Bonamassa, with all Council voting aye by roll call vote.

Borough Planner Steven Bach, Bach Associates  
Community Development Rep: Mayor Cowling-Carson and Councilman Saxton  
Clean Communities Coordinator: Councilwoman Bonamassa  
Motion made by Councilwoman Martz, seconded by Councilman DePrince with all Council voting aye by roll call vote.

Borough Prosecutor: Christopher Long  
Motion made by Councilman DePrince, seconded by Councilwoman Martz with all Council voting aye by roll call vote.

Borough Public Defender: Michael Bonamassa  
Motion made by Councilman DePrince, seconded by Councilwoman Martz with all Council voting aye by roll call vote, but Councilwoman Bonamassa abstaining.

Deputy Court Administrator/Violations Clerk Denise Strehle  
Kim Krause  
Motion made by Councilman DePrince, seconded by Councilwoman Martz with all Council voting aye by roll call vote, but Councilman Krause abstaining.

Court Tape Operators: Maureen Bordzuk  
Motion made by Councilman DePrince, seconded by Councilwoman Bonamassa, with all Council voting aye by roll call vote, but Councilman Krause abstaining.

Fire Chief: Paul Wolf  
Motion made by Councilman DePrince, seconded by Councilwoman Martz with all Council voting aye by roll call vote.

Emergency Management Coordinator: Anthony DePrince  
Emergency Management Deputy Coordinator: Rob Stetser  
E-911 Coordinator: Rob Stetser  
Motion made by Councilman DePrince, seconded by Councilwoman Bonamassa, with all Council voting aye with Councilman DePrince abstaining from voting on the Emergency Management Coordinator and noting this position is unpaid.

Animal Registrar: John D. Keenan, Jr.  
 Code Enforcement Inspector: Jeremy Hackney  
 Temporary Housing Inspection: Mark Godfrey  
 Temporary Multi-Housing Inspector: Charles Insalaco  
 Motion made by Councilwoman Martz, seconded by Councilman DePrince, with all Council voting aye by roll call vote.

Planning Board Members: Michael Moore – Mayor Liaison Class I  
 Robert Brandt – Class II  
 Councilwoman Mary Martz Class III  
 Daniel Radcliff, Class IV  
 William Kennedy, Alternate #2

Appointed by the Mayor without any confirmation from Council required, except the Class III position Council affirmed the appointment.

Zoning Officer: Debra Simone  
 Motion made by Councilwoman Martz, seconded by Councilman DePrince with all Council voting aye by roll call vote.

Recommendation of David Kreck for Planning Board Engineer, and Michael Ward as the Planning Board Solicitor. Conflict Engineer will be Christopher Noll of ERI. Motion was made by Councilwoman Martz, seconded by Councilman DePrince, with all Council voting aye by roll call vote.

Borough Safety Officer (JIF): Scott Paris  
 CDL Drug Test Coordinator: John D. Keenan, Jr.  
 Motion made by Councilman DePrince, seconded by Councilwoman Martz, with all Council voting aye by roll call vote.

Fire Police: James Brownlow  
 Robert Wilkinson  
 James Jarrett  
 Drew McFadden  
 Robert Brandt  
 Amanda McGirr  
 Rob Stetser, Jr.

Fire Officers: Chief Paul Wolf  
 Deputy Chief Michael Wolf, Sr.  
 Captain Kevin Ritz  
 Captain Michael Wolf, Jr.  
 Lt. Matt Wolf  
 Lt. Michael Brennan



Unofficial Copy

Official documents should be reviewed through the Borough Clerks Office  
 Coordinator: an Open Public Access Request Form. Contact us  
 at (953) 731-1520 for additional information.

Chief Engineer Ed Hoban  
 Engineer George Britton  
 Engineer Tim Drumm

Motion by Councilman DePrince, seconded by Councilwoman Martz, with all Council voting aye.

Treasurer's Report: Councilman Whalen spoke about the temporary budget and to spend carefully.

Committee Reports: Councilman DePrince spoke about the White Horse Pike construction and Monday night a gas line issue with one business having to be evacuated.

Councilwoman Bonamassa stated she had submitted her report in writing and had noting to report.

Councilman Krause had nothing to report.

Councilwoman Martz submitted her reports in writing and spoke about non-profit permits being waived but still must pay the DCA fee.

Councilman Saxton confirmed the camera system at the Rec Center was completed and the DPW camera system installation was next to be done.

Solicitor's Report: Spoke about reviewing signage at the next meeting.

There was no correspondence.

Old Business: None.

New Business:

Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:

RESOLUTION 2016-01

RESOLUTION DESIGNATING MEETING SCHEDULE FOR 2016

**WHEREAS**, the Mayor and Council shall convene regular monthly meetings and regular

monthly caucus sessions during each month in the year 2016, unless otherwise determined by the governing body; and

**WHEREAS**, pursuant to N.J.S.A. 10:4-18, the governing body must designate the time and date of each meeting and location of same to the extent it is known; and

**WHEREAS**, pursuant to N.J.S.A. 10:4-18 public advertisement of the meeting schedule must follow the annual reorganization meeting of the above public body;

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey, that the Mayor and Council shall conduct a work session of the governing body on the first Wednesday of each month at 7:00 P.M. in the Magnolia Municipal Building situated at 438 W. Evesham Avenue, Magnolia, New Jersey. At said meeting formal action may or may not be taken.

**BE IT FURTHER RESOLVED** that the regular council meeting of the governing body shall be held at the same location on the first Wednesday of each month, commencing at 7:00 P.M. Formal action will be taken.

**BE IT FURTHER RESOLVED** that an additional meeting of the governing body shall be held at the same location on the third Thursday of each month, commencing at 7:00 P.M. Formal action maybe taken.

**BE IT FURTHER RESOLVED** that the governing body reserves the right to enact extraordinary emergent legislation at the regular caucus session conditional upon complete compliance with the mandate Title 10.

**BE IT FURTHER RESOLVED** that the Clerk is hereby authorized to post and mail to the respective newspapers, the attached meeting schedule for the year 2016.

**BE IT FURTHER RESOLVED** that all members of the general public are invited to attend all such regular, caucus and special meetings of the Mayor and Council of the Borough of Magnolia during the year 2016.

All Council voted aye.

**Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:**

RESOLUTION 2016-02

RESOLUTION ESTABLISHING ORDER OF BUSINESS

BE IT RESOLVED by the Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey, that the following order of business be adopted for the conduct of all meetings during 2016.

1. Call meeting to order
2. Opening ceremony – prayer – flag salute
3. Roll call
4. Opening meeting to the public
5. Consideration and adoption of pending ordinances and receipt of sealed proposals
6. Consideration of adoption of minutes of prior meetings
7. Treasurer's report
8. Communications
9. Committee reports
10. Old business
11. New business
12. Opening meeting to the public
13. Payment of bills
14. Adjournment

BE IT FURTHER RESOLVED that Robert's Rules of Order be and are hereby adopted as procedure to be utilized at all Borough Council meetings whenever they are not to be in conflict with the Law of the State of New Jersey or Ordinances or Resolutions of the Borough of Magnolia.

All council voted aye.

**Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:**

RESOLUTION 2016-03

RESOLUTION ESTABLISHING COMMITTEES

BE IT RESOLVED by the Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey, that the following committees be and are hereby designated for the Administration of the Borough of Magnolia for the year 2016:

**COMMITTEE OF PUBLIC SAFETY AND COMPLIANCE**

Shall include general supervision, coordination and liaison over activities of Police, Fireman, Civil Defense and all matters relating to the keeping of the peace and security and protection of the residents of the Borough of Magnolia and their property, as well as visitors to or transients in the Borough.

**COMMITTEE OF FINANCE & ADMINISTRATION**

Shall include supervision, coordination and liaison of the budget, Borough CFO, Treasurer, Tax Collector, Borough Clerk, and Insurance and all employees assigned to such offices or agencies.

**COMMITTEE OF CODES, LICENSING, ZONING AND PLANNING BOARDS & STREET LIGHTING**

This committee/department will maintain along with the Borough Clerk, all borough ordinances and assist with the effective enforcement of Borough ordinances and assist with the effective enforcement of Borough codes. This committee will also be concerned with the supervision of the Construction Official and subordinates, Health and Nuisance personnel, including the animal control officer, animal registrar and vital statistics. This committee will also deal with all issues and concerns related to street and other public lighting. Provide and liaison information to the Planning Board.

**COMMITTEE OF PUBLIC WORKS AND TECHNOLOGY**

Shall have general supervision over the highways, roads, streets, maintenance, and upkeep of all Borough buildings, recreation maintenance, garbage and trash collections and shade tree programs and shall direct and coordinate the employees assigned to such activities. This committee will also deal with all issues and concerns relating to technology for all borough facilities.

**COMMITTEE OF PUBLIC EVENTS**

This committee/department will oversee Borough public events.

**COMMITTEE OF FACILITIES, RECREATION & COMMUNITY DEVELOPMENT**

This committee/department will supervise the maintenance, care and construction of all Borough buildings, grounds, and property.

This committee will work closely with the Public Works Department in carrying out its charge. This committee/department is responsible for the organization of all Borough sponsored recreation programs. This committee will also assist and support all programs and initiatives of the Magnolia Recreation Committee. This committee/department will oversee Borough economic development initiatives.

All council voted aye.

**Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:**

RESOLUTION 2016-04

RESOLUTION DESIGNATING DEPOSITORIES

BE IT RESOLVED by the Mayor and Council of the Borough of Magnolia that during the year 2016, the following Bank and Financial Institutions and hereby designated as depositories of the funds of the Borough of Magnolia:

1<sup>st</sup> Community National Bank

BE IT FURTHER RESOLVED that the above named Banking Institutions are authorized and directed to honor all documents including checks and drafts issued against the funds of the Borough of Magnolia, County of Camden, bearing the signatures of the Mayor, Councilperson, President of Council, Borough Clerk, CFO and/or Treasurer of Magnolia. The President of the Council may execute said documents in the absence of the Mayor.

All Council voted aye.

Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:

RESOLUTION 2016-05

RESOLUTION DESIGNATING AUTHORIZED SIGNATURES

**BE IT RESOLVED** by the Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey, that during the year 2016 or until further notice, the signatures of the following Borough officials shall appear on all checks or drafts against Borough funds:

MAYOR:	BettyAnn Cowling-Carson
BOROUGH CLERK:	John D. Keenan, Jr.
CFO	John Fabritiis
COUNCIL PRESIDENT:	Steven Whalen
TREASURER:	Shelley Strehle
PAYROLL ADMINISTRATOR:	Mark Godfrey

The President of the Borough Council, Steven Whalen, is authorized to execute said checks or drafts in the absence of the Mayor.

**BE IT FURTHER RESOLVED** that the depositories set forth in Resolution 2016-04 be forwarded a certified copy of this resolution at the time of opening any account.

All Council voted aye.

Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:

RESOLUTION 2016-06

RESOLUTION DESIGNATING NEWSPAPERS AS LEGAL ADVERTISEMENTS

**BE IT RESOLVED** by the Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey, that the following newspapers are hereby designated for the advertisement of all legal notice and advertisements as the newspapers in which

legal notices for the Borough of Magnolia may be placed during the year 2016:

1. COURIER POST
2. CENTRAL RECORD

All Council voted aye.

Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:

RESOLUTION 2016-07

DELINQUENT TAXES, SEWER  
AND ASSESSMENT PAYMENTS

**BE IT RESOLVED** by the Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey, that eight percent (8%) interest per annum shall be charged on all delinquent taxes, delinquent sewer rents, as well as delinquent local improvement assessments for the year 2016, except that eighteen percent (18%) per annum shall be charged whenever the accumulated charges exceed the total amount of \$1,500.00 until the date actual payment, and further that the borough shall allow an additional grace period of ten days (10) before imposing said interest charged on delinquent taxes in accordance with N.J.S.A. 54:4-67. Also a year end penalty of 6% will be charged on amounts in excess of \$10,000.00.

All Council voted aye.

Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:

RESOLUTION 2016-08

2016 Temperary Budget submitted by the CFO. Resolution 2016:08

All Council voted aye.

Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:

RESOLUTION 2016-09

RESOLUTION DESIGNATING  
THE HOLIDAY POLICY  
FOR THE YEAR 2016

**BE IT FURTHER RESOLVED** that all permanent employees shall have the following paid holidays during the year 2016:

NEW YEARS DAY	INDEPENDENCE DAY
MARTIN LUTHER KING DAY	LABOR DAY
PRESIDENT'S DAY	COLUMBUS DAY

GOOD FRIDAY  
MEMORIAL DAY  
FRIDAY AFTER THANKSGIVING  
CHRISTMAS DAY

FLOATING HOLIDAY IN LEIU  
OF GENERAL ELECTION  
THANKSGIVING  
ONE PERSONAL DAY

All Borough offices will be closed on each of the above holidays unless otherwise provided by law.

All Council voted aye.

Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:

RESOLUTION 2016-10  
RESOLUTION RESERVING BALANCES

**BE IT RESOLVED** by the Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey, that the unexpended balance of the 2016 budget be reserved.

All Council voted aye.

Motion made by Councilman Whalen, seconded by Councilwoman Martz for:

RESOLUTION 2016-11  
RESOLUTION AUTHORIZING APPOINTMENT OF AUDITORS

**WHEREAS**, there exists a need for an annual audit for the year 2016 of the Borough of Magnolia books, accounts and financial transactions required by N.J.S. 40:5-4 to be performed by a Registered Municipal Accountant, and

**WHEREAS**, the Local Public Contract Law (N.J.S.A. 40:A11-1 et seq) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

**NOW THEREFORE BE IT RESOLVED** by the council of the Borough of Magnolia, County of Camden as follows:

1. The Mayor is hereby authorized and directed to execute the attached agreement with Bowman and Associates, and
2. This contract is awarded without competitive bidding as a "Professional Services" in accordance with 40:A11-5(1)(a) of the Local Public Contracts Law because Mr. Todd Saler is a person authorized by law to practice a recognized profession in the State of New Jersey, Profession of Registered Municipal Accountants. These professional services are necessary and are required by this municipality.
3. This professional contract was advertised under the fair and open process, and it is being awarded pursuant to a fair and open process.
4. A notice of this action shall be printed in the newspaper.

All Council voted aye by roll call vote.

Motion made by Councilman Whalen, seconded by Councilwoman Martz for:

RESOLUTION 2016-12  
RESOLUTION AUTHORIZING AN AGREEMENT  
FOR PROFESSIONAL SERVICES  
SOLICITOR

**WHEREAS**, there exists a need for a Borough Solicitor; and  
**WHEREAS**, funds are available for the purpose; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40:11 et seq) requires that the Resolution authorizing the award of contracts for "Professional Services" with competitive bids must be publicly advertised.

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

1. The Mayor and Borough Clerk are hereby authorized and directed to execute the attached Agreement with Daniel H. Long.
2. This contract is awarded without competitive bidding as a "Professional Services" under the provisions of the Local Public Contracts Law because this contract is to be performed by a person authorized by Law to practice a recognized profession and it is not possible to obtain competitive bids.
3. This professional contract was advertised under the fair and open process, and it is being awarded pursuant to a fair and open process.
4. A copy of this resolution shall be published as required by law within ten (10) days of its passage.

All Council voted aye by roll call vote.

Motion made by Councilman Whalen, seconded by Councilwoman Martz for:

RESOLUTION 2016-13

RESOLUTION AUTHORIZING APPOINTMENT  
LICENSED SEWER OPERATOR  
TO BE JACK BAILEY

All Council voted aye.

Motion made by Councilman Whalen, seconded by Councilwoman Martz for:

RESOLUTION 2016-14  
AUTHORIZING AN AGREEMENT OF  
PROFESSIONAL SERVICE  
ENGINEER

**WHEREAS**, there exists a need for a Borough Engineer; and

**WHEREAS**, funds are available for the purpose; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40:11 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 Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey, as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute the attached agreement with Steven Bach of Bach Associates;
2. This contract is awarded without competitive bidding as a "Professional Services" under the provisions of the Local Public Contracts Law because this contract is to be performed by a person authorized by law to practice a recognized professional and it is not possible to obtain competitive bids.
3. This professional contract was advertised under the fair and open process, and it is being awarded pursuant to a fair and open process.
4. A copy of this resolution shall be published as required by Laws within ten (10) days of its passage.

All Council voted aye by roll call vote.

Motion made by Councilman DePrince, seconded by Councilwoman Martz for:

RESOLUTION 2016-15  
RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT BY THE  
BOROUGH OF MAGNOLIA TO PARKER - MC KAY  
ATTORNEYS AT LAW FOR PROFESSIONAL SERVICES IN  
CONNECTION WITH THE FINANCING OF CAPITAL PROJECTS IN  
ACCORDANCE WITH THE ATTACHED AGREEMENT (CONTRACT  
AWARDED WITHOUT COMPETITIVE BIDDING PURSUANT TO THE  
LOCAL PUBLIC CONTRACTS LAW, N.J.S.A. 40:A11-1 ET SEQ)

**WHEREAS**, N.J.S.A. 40A:2-38.1 provides for the compensation of an attorney for services rendered in connection with the issuance of bonds; and

**WHEREAS**, there exists a need for specialized legal services in connection with the authorization and the issuance of bonds and other obligations and other matters relating to capital financing by the Borough of Magnolia, County of Camden, New Jersey (herein the "Borough"); and

**WHEREAS**, such specialized legal services can be provided only by a recognized Bond Counsel firm, and the law firm of Parker, McKay is so recognized by the financial community;

**WHEREAS**, the services to be performed are "Professional Services" as defined in the Local Public Contracts Law, N.J.S.A. 40A:11-2(6) and therefore are accepted from the Local Public Contracts Law requirements for competitive bidding, pursuant to N.J.S.A. 40:A11-5(1)(a)(i); and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), requires the public advertisement of notice with respect to contracts for professional services awarded without competitive bids; and

**WHEREAS**, funds are or will be available for this purpose.

**NOW THEREFORE BE IT RESOLVED BY THE BOROUGH COUNCIL OF MAGNOLIA, COUNTY OF CAMDEN, NEW JERSEY AS FOLLOWS:**

That the Borough Council hereby appoints the firm of Parker, McKay to serve as Bond Counsel to the Borough and awards the contract which is annexed hereto and made a part hereof in accordance with N.J.S.A. 40A:2-38.1 and N.J.S.A. 40:A11-1 et seq. This contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law, N.J.S.A. 40:A11-5 (1)(a)(i), because legal services are a recognized profession licensed and regulated by law. This professional contract was advertised under the fair and open process, and it is being awarded pursuant to a fair and open process. A notice in accordance with the resolution and the Local Public Contracts Law of New Jersey, shall be published in the official newspaper or newspapers of the Borough.

That an executed copy of the Contract between the Borough and Parker, McKay, and a copy of this resolution shall be filed in the office of the Clerk and be available for public inspection in accordance with the law.

This professional contract was advertised under the fair and open process, and it is being awarded pursuant to a fair and open process. This resolution shall take effect immediately.

All Council voted aye.



Motion made by Councilman Whalen, seconded by Councilwoman Martz for:

RESOLUTION 2016-16  
RESOLUTION DESIGNATING A  
SUPPLEMENTAL FIRE SERVICE  
PROGRAM COORDINATOR AND APPROVING  
THE UTILIZATION REPORT

**WHEREAS**, the Division of Local Government Services in the Department of Community Affairs has been designated to effect Implementation of P.L. 1985, c.295 which created the Supplemental Fire Services Program; and

**WHEREAS**, the Borough of Magnolia is eligible to receive funding under said program; and

**WHEREAS**, in order for the Borough of Magnolia to apply for funding, it is necessary to submit to the Division of Local Government Services the Utilization Report, approved by the Governing Body; and

**WHEREAS**, in order for the Borough of Magnolia to apply for funding it is necessary to designate an individual as the Supplemental Fire Services Program Coordinator;

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body that the Utilization Report as prepared, be and is hereby approve; and

**BE IT FURTHER RESOLVED** that Paul Wolf be and is hereby designated Program Coordinator for the calendar year 2015.

All Council voted aye by roll call vote.

Motion made by Councilman Whalen, seconded by Councilwoman Martz for:

RESOLUTION 2016-17  
RESOLUTION AUTHORIZING AN AGREEMENT  
PROFESSIONAL SERVICES  
MUNICIPAL REPRESENTATIVE FOR THE  
JOINT INSURANCE FUND AND THE MUNICIPAL  
EXCESS LIABILITY FUND

**WHEREAS**, there exists a need for a Municipal Representative for the Joint Insurance Fund and the Municipal Excess Liability Fund; and

**WHEREAS**, funds are available for the purpose; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40:11 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 Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey, as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with Conner Strong.
2. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because this contract is to be performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids.  
This contract was done as a Non-Open and Fair Process.
3. A copy of this resolution shall be published as required by Law within ten (10) days of its passage.

All Council voted aye by roll call vote.

Motion made by Councilman Whalen, seconded by Councilwoman Martz for:

RESOLUTION 2016-18  
APPOINTMENT OF FUND COMMISSIONER  
AND ALTERNATE FUND COMMISSIONER  
CAMDEN/BURLINGTON REGIONAL EMPLOYEE BENEFITS FUND

**WHEREAS**, the Borough of Magnolia, County of Camden, State of New Jersey (Hereinafter known as "Local Unit") has resolved and agreed to become an initial member in the Camden/Burlington Regional Employee Benefits Fund on January 1, 1994

For the purpose of establishing health insurance coverage in accordance with N.J.S.A. 17B:17-4; and

**WHEREAS**, it is necessary that a Fund Commissioner and Alternate Fund Commissioner be appointed to the Camden/Burlington Regional Employee Benefits Fund to Represent the Local Unit; and

**NOW, THEREFORE, BE IT RESOLVED** by the Council Members of the Local Unit that the following named individuals are appointed to serve as Fund Commissioner and Alternate Fund Commissioner for the Local Unit from January 1, 2015 to December 31, 2015:

**FUND COMMISSIONER** RICHARD MICHIELLI  
**ALTERNATE FUND COMMISSIONER** COUNCILMAN ANTHONY DEPRINCE

All Council voted aye by roll call vote.

Motion made by Councilman Whalen, seconded by Councilman Martz for:

RESOLUTION 2016-19  
RESOLUTION OF THE BOROUGH OF  
MAGNOLIA AUTHORIZING SUBMISSION  
OF MUNICIPAL RECYCLING TONNAGE  
GRANT APPLICATION AND DESIGNATING  
OFFICIAL THEREFORE

**WHEREAS**, the Mandatory Source Separation and Recycling Act, P.L. 1987, c 102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and  
**WHEREAS**, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and expand existing programs; and  
**WHEREAS**, the New Jersey Department of Environmental Protection is promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and  
**WHEREAS**, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and  
**WHEREAS**, a resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality of recycling and indicate the assent of Borough Council of the Borough of Magnolia, Camden County, State of New Jersey that the Borough of Magnolia to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and  
**WHEREAS**, such a resolution should designate the individual authorized to ensure that the application is properly completed and timely filed.  
**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Magnolia hereby endorsed the submission of a Municipal Recycling Tonnage Grant Application of the New Jersey Department of Environmental Protection, Office of Recycling and designates John D. Keenan, Jr., to ensure that the said Application is properly filed.

All Council voted aye.

Motion made by Councilwoman Bonamassa, seconded Councilman DePrince for:

RESOLUTION 2016-20  
RESOLUTION AUTHORIZING THE APPOINTMENT OF  
REPRESENTATIVE AND ALTERNATE TO THE CAMDEN  
COUNTY COMMUNITY DEVELOPMENT ADVISORY BOARD

**WHEREAS**, there is hereby established an annual requirement of a Municipality to appoint a voting representative, and alternate to the Camden County Community Development Board of Directors; and  
**WHEREAS**, the Borough of Magnolia wishes to continue to be a voting member of said Board in conjunction with the existing Cooperation Agreement;  
**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Magnolia that BETTYANN COWLING-CARSON is hereby appointed to serve as the representative from the Borough of Magnolia to the Camden County Community Development Board of Directors; and  
**BE IT FURTHER RESOLVED** that Councilman Saxton is hereby appointed to serve as the alternate member;  
**BE IT FURTHER RESOLVED** that a certified copy of this resolution be submitted to the County Division of Community Development.

All Council voted aye.

Motion made by Councilwoman Martz, seconded by Councilman DePrince for:

RESOLUTION 2016-21  
Appoint Public Defender for Municipal Court. Michael Bonamassa.

RESOLUTION AUTHORIZATION AN AGREEMENT  
FOR PROFESSIONAL SERVICES  
PUBLIC DEFENDER

**WHEREAS**, there exists a need for a Borough Public Defender; and  
**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40:11 et seq) requires that the Resolution authorizing the award of contracts for "Professional Services" with competitive bids must be publicly advertised.  
**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey, as follows:

- 1 This contract is awarded without competitive bidding as a "Professional Services" under the provisions of the Local Public Contracts Law because this contract is to be performed by a person authorized by Law to practice a recognized profession and it is not possible to obtain competitive bids.
- 2 A copy of this resolution shall be published as required by law within ten (10) days of its passage.

All Council voted aye by roll call vote, with Councilwoman Bonamassa abstaining.

Motion made by Councilwoman Bonamassa, seconded by Councilman DePrince for:

RESOLUTION 2016-22  
RESOLUTION APPOINTING A MUNICIPAL  
PROSECUTOR PURSUANT TO N.J.S.A. 2B:12-17  
IN THE BOROUGH OF MAGNOLIA, COUNTY OF CAMDEN  
STATE OF NEW JERSEY

**WHEREAS**, the municipality may employ an attorney-at-law as a prosecutor, under the supervision of the Attorney General or county prosecutor, who may represent the State, County or municipality in any matter within the jurisdiction of the central municipal court of any other municipal court; and

**WHEREAS**, the Borough of Magnolia wishes to appoint Howard Long, Esquire, Pursuant to N.J.S.A. 2B:12-27 is appointed municipal prosecutor of the Borough for the term of January 1, 2015 to December 31, 2015, under the supervision of the Attorney General or county prosecutor and may represent the State, county of municipality in any matter within the jurisdiction or the central municipal court of any other municipal court;

**NOW, THEREFORE, BE IT RESOLVED**, that Christopher Long be and is hereby appointed as the Borough of Magnolia Municipal Court Prosecutor for 2016.

All Council voted aye.

A motion was made by Councilman Whalen, seconded by Councilwoman Martz to adopt Resolution 2016:23 to appoint John Fabrittis as the CFO for the term of 4 years. All Council voted aye by roll call vote.

Motion made by Councilman Whalen, seconded by Councilwoman Martz to adopt:

RESOLUTION 2016-24

**WHEREAS**, the Magnolia Historical Society has completed a Rail Station Reconstruction, Library/Park Project, and;

**WHEREAS**, the Borough of Magnolia supports this project, and;

**WHEREAS**, the Magnolia Historical Society applied for and was awarded government grants to support this project; and

**WHEREAS**, the Magnolia Historical Society's application for said funding was contingent upon a resolution formalizing the position of the municipality;

**NOW, THEREFORE, BE IT RESOLVED** on this 6<sup>th</sup> day of January, 2016 that:

1. The Magnolia Historical Society in conjunction with the Borough of Magnolia is hereby committed to a continuous program to maintain and operate the Rail Station reconstruction, Library/Park project.
2. The Borough of Magnolia will act as a secondary responsible entity if the Historical Society ceases to operate.
3. Upon approval of all parties involved with the project, the Magnolia Historical Society will create with its own funds, a trust fund of a sufficient amount as determined by the estimated cost of the operation, and to be evaluated yearly, to be used for the purpose of maintaining the physical property and programming. This fund will not be used for any other purpose. Other funds derived from other sources may be used whenever possible.
4. The Borough government must approve any changes in the trust fund, and expenditures from it or related to it. Each year the trust fund will be audited by the Municipal Auditor.
5. The Borough of Magnolia will not use its own funds to maintain the program.
6. In the event that the Historical Society disbands and the trust fund is exhausted, the Borough of Magnolia will determine either the destruction of the building(s) and contents or create another entity to operate it.

All Council voted aye.

Motion made by Councilman Whalen, seconded by Councilwoman Martz for:

RESOLUTION 2016-25

Authorizing Tax Assessor for added tax assessments and appeals for 2016.

All Council voted aye.

Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa to appoint Mary Martz as Planning Board Appointee (Resolution 2016:26). All Council voted aye.

**Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:**

## RESOLUTION 2016-27

## CASH MANAGEMENT PLAN FOR THE BOROUGH OF MAGNOLIA

This plan is established to comply with the requirements of NJSA 40A:5-14 and to provide a guide to municipal officials and employees in carrying out their duties concerning the receipt and disbursement of all funds of the Borough of Magnolia.

The following requirements shall be adhered to:

- A. The Mayor and Council shall annually, at its reorganization meeting designate the legal depositories for all municipal funds. Such resolution(s) shall be deemed a part of the Cash Management Plan.
- B. The Mayor and Council shall annually establish by Resolution adopted at its annual Reorganization meeting the required signatories to all municipal bank accounts.
- C. All Municipal funds received by an official or employee shall be either deposited within 48 hours to an interest bearing account in the name of the Borough of Magnolia, or shall be turned over to the Municipal Finance Officer within 48 hours of receipt.
- D. All revenues received by the Municipal Financial Officer shall be deposited to interest bearing accounts in the legal depositories.
- E. The following funds shall not be required to be maintained in interest bearing accounts:
  1. Change Funds
  2. Petty Cash Funds
  3. Payroll Funds
  4. Trust Funds to the extent that the deposit of such funds to an interest bearing account would require by law the payment of interest to the provider of funds.
  5. Checking accounts established for the express purposes of paying bills approved by the governing body. The balances in these funds shall be kept at the minimum amount required for the orderly operations of the account.
- F. The Tax Collector shall deposit all funds to an interest bearing account.
- G. No municipal funds shall be disbursed by the Municipal Financial Officer prior to approval of Mayor and Council except for:
  1. Debt Service Payments
  2. Investments
  3. Payroll Turnovers to Agencies
  4. Discount Vouchers Debt Service Payments and discount vouchers must be ratified after payment.

It shall be the responsibility of the Municipal Financial Officer to analyze the cash flow and to invest funds in legal investments so as to maximize interest earnings. When investing funds in commercial banks, savings and loans, etc. the Municipal Financial Officer or Comptroller shall obtain a minimum of three quotations and shall invest at the institution offering the highest effective rate. The Municipal Financial Officer or Comptroller shall determine which type of legal investment will best serve the needs of the Municipality and is authorized to place the funds in any such legal investments, unless otherwise restricted by the governing body. The Municipal Financial Officer shall report monthly all investment transactions as required by NJSA 40A:5-15.2 to the Mayor and Council.

All Council voted aye.

**Motion made by Councilman Whalen, seconded by Councilwoman Bonamassa for:**

Appointment of P. Nick D'Amico as IT Coordinator/Webmaster. All Council voted aye for Resolution 2016-28.

Resolution 2015:29 was not needed for Closed Session.

Motion made by Councilman Whalen, seconded by Councilwoman Martz to adopt Resolution 2016:30 for the Temporary Construction Official to be Michael DePalma. All Council voted aye.

Motion made by Councilman Whalen, seconded by Councilwoman Martz for Resolution 2016:31 to appoint the Animal Control Officer John Micklewright. All Council voted aye.

Motion was made by Councilman Whalen, seconded by Councilwoman Martz to adopt Resolution 2016:32 to confirm audit controls for statutory bonds. All Council voted aye.

Motion was made by Councilman DePrince, seconded by Councilwoman Martz to adopt Resolution 2016:33 to appoint Justin Baker as a SLEO for the Magnolia Police Department. All Council voted aye. Justin Baker was sworn in by the Mayor.

Motion was made by Councilman DePrince, seconded by Councilman Whalen to adopt Resolution 2016:34 to authorize the cancelation of court checks in the total amount of \$4.00. All Council voted aye by roll call vote.

ORD 2016-01 CAP Bank to 3.5% adopted by Councilman Whalen, seconded by Councilwoman Martz, with all Council voting aye by roll call vote.

Motion made by Councilman Whalen, seconded by Councilman DePrince for:

ORDINANCE 2016-02

ORDINANCE REGULATING THE SALARIES OF THE OFFICIALS AND EMPLOYEES OF THE BOROUGH OF MAGNOLIA, COUNTY OF CAMDEN STATE OF NEW JERSEY

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

SECTION 1: The following titles shall be paid within the listed ranges at the designated times to officials and employees of the Borough of Magnolia, County of Camden, State of New Jersey while in the employ of the Borough who hold or are appointed to positions below effective January 01, 2016:

ADMINISTRATIVE/EXECUTIVE & FINANCIAL ADMINISTRATIVE			
MAYOR	SEMI-ANNUAL	\$ 5,000.00 - \$	8,000.00
COUNCILPERSON	SEMI-ANNUAL	\$ 5,000.00 - \$	8,000.00
BOROUGH CLERK	BI-WEEKLY	\$ 20,000.00 - \$	45,000.00
DEPUTY BOROUGH CLERK	BI-WEEKLY	\$ -0 - \$	37,000.00
TREASURER	BI-WEEKLY	\$ -0 - \$	45,000.00
TAX COLLECTOR/CFO	BI-WEEKLY	\$ 10,000.00 - \$	40,000.00
TAX ASSESSOR	MONTHLY	\$ 9,000.00 - \$	14,000.00
BOROUGH ATTORNEY	MONTHLY	\$ 8,000.00 - \$	14,000.00
INSURANCE COMMISSIONER	ANNUAL	\$ 100.00 - \$	300.00
PAYROLL ADMINISTRATOR	WEEKLY/PER HOUR	\$ 15.00 - \$	25.00
TEMP. CLERK	BI-WEEKLY/PER HOUR	\$ 10.00 \$	15.00
ADMINISTRATOR	BI-WEEKLY	\$ 50,000.00-\$	55,000.00
PUBLIC SAFETY			
MUNICIPAL PROSECUTOR	MONTHLY	\$ 10,000.00 - \$	20,000.00
PUBLIC DEFENDER	MONTHLY	\$ 1,000.00 - \$	7,000.00
SPECIAL COURTS:			
MUNICIPAL PROSECUTOR	MONTHLY/PER	\$ 100.00 - \$	200.00
ASSIST. MUNIC. PROSECUTOR	MONTHLY/PER	\$ 100.00 - \$	200.00
PUBLIC DEFENDER	MONTHLY/PER	\$ 100.00 - \$	200.00
POLICE CHIEF	BI-WEEKLY	\$ 55,000.00 - \$	85,000.00
EMERGENCY MGMT.CDNR.	BI-WEEKLY	\$ 2,000.00 - \$	4,000.00
CROSSING GUARD	BI-WEEKLY/PER DAY	\$ 25.00 - \$	40.00
POLICE RECORDS CLERK	BI-WEEKLY/PER HOUR	\$ 10.00 - \$	15.00
SPCL.OFFICER CL. I	BI-WEEKLY/PER HOUR	\$ 8.00 - \$	15.00
SPCL.OFFICER CL. II	BI-WEEKLY/PER HOUR	\$ 10.00 - \$	15.00
SPCL.OFFICER CL. II 40 HRS.	BI-WEEKLY	\$ 25,000.00 - \$	40,000.00
FIRE CHIEF	MONTHLY	\$ -0- \$	3,000.00
COURT			
MUNICIPAL MAGISTRATE	MONTHLY	\$ 8,000.00 - \$	14,000.00
COURT ADM./VIOLATIONS CL.	BI-WEEKLY	\$ 20,000.00 - \$	35,000.00
DEPTY. ADMINISTRATOR	BI-WEEKLY/PER HOUR	\$ 10.00 - \$	15.00
DEPTY. ADMIN.(COURT TIME)	BI-WEEKLY/PER	\$ -0- - \$	50.00
DEPTY. ADMIN. (CALL OUTS)	BI-WEEKLY/PER	\$ -0- - \$	20.00
ASST.VIOLATIONS CLERK	BI-WEEKLY/PER HOUR	\$ 10.00 - \$	15.00
ASST.VIOL. CLK(CALL OUTS)	BI-WEEKLY/PER	\$ -0- - \$	20.00
SPECIAL COURTS:			
MUNICIPAL MAGISTRATE	MONTHLY/PER	\$ -0- - \$	200.00
COURT ADM./VIOL.CLERK	BI-WEEKLY/PER	\$ -0- - \$	105.00

DEPTY. ADMIN. BI-WEEKLY/PER \$ -0- - \$ 50.00  
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DEPTY. VIOLATIONS CLERK BI-WEEKLY/PER \$ -0- - \$ 50.00  
 TAPE OPERATOR MONTHLY/PER COURT \$ -0- - \$ 35.00

CODES, LICENSING & ECONOMIC DEVELOPMENT  
 CODE ENFORCEMENT INSP. MONTHLY \$ 2000.00 - \$ 4000.00  
 CODE ENFORCEMENT CRT. MONTHLY \$ -0- - \$ 600.00  
 CONSTRUCTION OFFICIAL MONTHLY \$ 8000.00 - \$ 12000.00  
 MECHANICAL INSPECTOR MONTHLY/PER HR. \$ 15.00 - \$ 20.00  
 TECHNICAL ASSISTANT BI-WEEKLY \$ 25000.00 - \$ 35000.00  
 FIRE SUB-CODE INSP. MONTHLY \$ 2000.00 - \$ 5000.00  
 CONSTR. CLERK TEMP. BI-WEEKLY \$ 6.00 - \$ 12.00  
 ELECTRIC SUB-CODE INSP. MONTHLY \$ 4000.00 - \$ 8000.00  
 PLUMBING SUB-CODE OFFC. MONTHLY \$ 2000.00 - \$ 5000.00  
 PLUMBING INSPECTOR MONTHLY \$ 2000.00 - \$ 5000.00  
 HOUSING INSPECTOR MONTHLY \$ 2000.00 - \$ 5000.00  
 HOUSING INSPECTOR COURT MONTHLY \$ -0- - \$ 8000.00

BLDG. SERVICE WORKER BI-WEEKLY/PER HOUR \$ 10.00 - \$ 100.00  
 PLANNING BOARD SECRTY BI-WEEKLY \$ -0- \$ 9,000.00  
 PLANNING BOARD SOLICITR MONTHLY \$ -0- \$ 4,000.00  
 STEEL LABORER BI-WEEKLY/PER HOUR \$ 50.00 \$ 65.00  
 TEMP. CLERK BI-WEEKLY/PER HOUR \$ 10.00 \$ 15.00

PUBLIC WORKS  
 SUPERINTENDENT BI-WEEKLY \$ 40000.00 - \$ 60000.00  
 FOREMAN BI-WEEKLY/PER HOUR \$ 15.00 - \$ 25.00

WITH CDL LICENSE:  
 LABORER – AFTER 3 YEARS BI-WEEKLY/PER HOUR \$ 14.00 - \$ 25.00  
 LABORER – 24-36 MONTHS BI-WEEKLY/PER HOUR \$ 13.00 - \$ 20.00  
 LABORER – UP TO 24 MONTHS BI-WEEKLY/PER HOUR \$ 12.00 - \$ 16.00  
 TEMPORARY LABORER BI-WEEKLY/PER HOUR \$ 10.00 - \$ 14.00  
 WITHOUT CDL LICENSE:  
 LABORER – AFTER 24 MNTHS BI-WEEKLY/PER HOUR \$ 11.00 - \$ 15.00  
 LABORER 12-24 MONTHS BI-WEEKLY/PER HOUR \$ 10.00 - \$ 14.00  
 LABORER UP TO 12 MNTHS. BI-WEEKLY/PER HOUR \$ 8.00 - \$ 13.00  
 TEMPORARY LABORER BI-WEEKLY/PER HOUR \$ 8.00 - \$ 13.00  
 SEASONAL LABORER BI-WEEKLY/PER HOUR \$ 7.00 - \$ 10.00  
 CLEAN COMM. DIRECTOR BI-WEEKLY \$ 300.00 - \$ 500.00

SELF LIQUIDATING UTILITY  
 PURCHASING AGENT BI-WEEKLY \$ 1000.00 - \$ 3000.00  
 DEPUTY COLLECTOR BI-WEEKLY \$ 25000.00 - \$ 35000.00  
 UTILITY CLERK BI-WEEKLY \$ 3000.00 - \$ 5000.00  
 UTILITY ADMINISTRATOR BI-WEEKLY \$ 3000.00 - \$ 5000.00  
 UTILITY AIDE/TEMPORARY BI-WEEKLY/PER HOUR \$ 7.00 - \$ 10.00  
 OPERATOR MONTHLY \$ 4000.00 - \$ 8000.00  
 DEPUTY FINANCE ADMIN. BI-WEEKLY \$ 30000.00 - \$ 40000.00

SUMMER RECREATION PROGRAM  
 COORDINATOR BI-WEEKLY/PER WEEK \$ 150.00 - \$ 300.00  
 ASST. COORDINATOR BI-WEEKLY/PER WEEK \$ 125.00 - \$ 250.00  
 RECREATION AIDE BI-WEEKLY/PER WEEK \$ 100.00 - \$ 200.00

SECTION 2. In the event that emergency snowplowing is necessary, the Superintendent of Public Works will be paid overtime at a regular hourly rate.

SECTION 3. The salaries and wages herein specified shall take effect January 1, 2016. They shall apply to the year 2016 and all subsequent thereto unless and until the same has been changed as provided by law.

SECTION 4. All ordinances or parts of ordinances or resolutions or parts of resolutions inconsistent with the terms thereto, are repealed hereby to the extent as such.

SECTION 5. This ordinance shall take effect upon approval of the 2016 annual budget by the governing body and the State of New Jersey upon due passage and publication of this ordinance according to law.

All Council voted aye by roll call vote.

A business license for Joe & Sons Auto Repair of 101 SE Atlantic Avenue, B. 1.04, L. 14 was reviewed. The owner was present and explained he had been in business for 25 years in Deptford and the property was sold for redevelopment. A motion was made by Councilman DePrince, seconded by Councilman Whalen with all Council voting aye.

A fireman application was presented for approval for Richard M. Thomas of 9 Valley Road in Bellmawr, NJ. A motion was made by Councilman DePrince, seconded by Councilwoman Bonamassa to approve the application with all Council voting aye.

Motion made by Councilman Whalen to approve the payment of the bills as listed on the bill list provided, seconded by Councilman DePrince, with all members voting aye by roll call vote.

The minutes of December 28, 2015 meeting were approved by motion of Councilman Whalen, seconded by Councilman DePrince with all Council voting aye with Councilman Saxton abstaining.

Motion made by Councilman Whalen, seconded by Councilwoman Martz to adjourn the meeting, with all Council voting aye.



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