

**MINUTES**  
**BOROUGH OF MAGNOLIA**  
**COUNCIL MEETING**  
**DECEMBER 28, 2017**

**MEETING CALL TO ORDER**

**FLAG SALUTE**

**ROLL CALL:**

Councilwoman Paula Bonamassa, present  
Councilman Anthony DePrince, absent  
Councilman Richard Krause, present  
Councilwoman Mary F. Martz, present  
Councilman Odell Saxton, absent  
Councilman Steven Whalen, present  
Mayor BettyAnn Cowling-Carson, present

**OTHERS OFFICIALS PRESENT:**

Police Chief Robert Stetser, Phyllis Twisler, RMC-Clerk; Mark Godfrey, Administrator

**“OPEN PUBLIC MEETINGS LAW” ANNOUNCEMENT:**

Mayor Cowling-Carson announced this meeting is being conducted in full compliance of the “Open Public Meetings Law” and notices were sent to the Courier Post and The Central Record and other news media. In addition, the notice was provided on the Official Bulletin Board.

**EMERGENCY EXITS:**

Mayor Cowling-Carson stated to please be aware in the event of an emergency, all persons in the courtroom should exit the courtroom quickly and orderly, using the two main doors in the courtroom and then locate the nearest exit to safety. In addition, all cell phones and pagers should be placed on vibrate and all ringers should be off.

**MINUTES OF PREVIOUS MEETING:**

Minutes from December 6, 2017 session, and December 6, 2017 – Closed Session were distributed and are subject to approval.

A motion was made by Councilman Krause, seconded by Councilman Whalen to approve the aforementioned Minutes. All council present voted aye by roll call vote.

**INTRODUCTION OF ORDINANCES:**

None.

**SECONDED READING OF ORDINANCES:**

None.

**RESOLUTIONS:**

**RES 2017:190**

Resolution to Appoint Temporary Municipal Clerk – Phyllis Twisler

A motion was made by Councilman Whalen, seconded by Councilwoman Martz to approve the above resolution. All Council voted aye by roll call vote.

**RES 2017:191**

Resolution to Deem a Non-Operable Vehicle as Junk – 2010 Ford Expedition

Councilman DePrince gave details surrounding the incident that occurred to junk this vehicle.

A motion was made by Councilman Krause, seconded by Councilman Whalen to approve the above resolution. All Council voted aye by roll call vote.

**RES 2017:192**

Resolution Providing for Transfer of 2017 Budget Appropriations

A motion was made by Councilwoman Whalen, seconded by Councilwoman Martz to approve the above resolution. All Council voted aye by roll call vote.

**RES 2017:193**

Resolution to Cancel Outstanding Checks

Official copies should be requested through the Borough Clerks Office by completing an Open Public Record Act Request Form. Contact us at 609-383-1520 for additional information.

A motion was made by Councilman Whalen, seconded by Councilwoman Martz to approve the above resolution. All Council voted aye by roll call vote.

**RES 2017:194**

Resolution Appointing Phyllis Twisler as Local Registrar of Vital Statistics

A motion was made by Councilman Whalen, seconded by Councilwoman Martz to approve the above resolution. All Council voted aye by roll call vote.

**BUSINESS LICENSE:**

BEAUTIQUE NAILS & SPA  
809 W. EVESHAM AVE  
MAGNOLIA, NJ 08049  
HANH NGUYEN

Hanh Nguyen, the owner of Beautique Nails & Spa was present for his business license request. Council thanked him for attending and asked questions regarding the hours of operation, and trash collection behind the establishment. A motion was made by Councilwoman Martz, seconded by Councilman DePrince approve the business license with all Council voting aye by roll call vote.

**SOLICITOR/PEDDLER LICENSE**

CHARLES BELLINGER  
US POWER SAVERS  
580 MIDDLETOWN BLVD. SUITE D200  
LANGHORE, PA  
SOLAR INFRASTRUCTURE DEVELOPMENT

No one was present for the business license application for US Power Savers.

A motion was made by Councilman Whalen, seconded by Councilman DePrince to table the above Solicitor/Peddler License. All Council voted aye by roll call vote.

**COMMITTEE REPORTS:****PUBLIC SAFETY & COMPLIANCE – Councilman DePrince**

Councilman DePrince met with the new Court Administrator to go over transition, and everything is in order for a smooth rollover. The new opening hour for the court office will be at 9:00 AM, Tuesday through Friday. The Shared Service Agreement between the Borough of Magnolia, and the Borough of Runnemede needs some adjusting, which will be handled in the coming weeks. The Police contract is just about finished, and there is a meeting on December 28 to finalize the details.

**FINANCE & ADMINISTRATION – Councilman Whalen**

Councilman Whalen discussed that Phillis Twisler will be filling in for meeting and office hours as needed, and the office staff is making it through the coming months while the Clerk position is interviewed for.

Councilman Whalen also mentioned the office will be closing at 12:00 PM on Friday, December 29, 2018.

**PUBLIC WORKS & TECHNOLOGY – Councilwoman Bonamassa**

Councilwoman Bonamassa asked about the impact on 2018 tax prepayments from closing the office early, to which the Administrator responded that there seems to be no inherent demand to pre-pay taxes, and office closure would not impact the prepayment of 2018 taxes.

Councilwoman Bonamassa spoke about potentially elevating part time employees to full time in the Department of Public Works.

**PLANNING/ZONING, CODES, LICENSING & STREET LIGHTING -Councilwoman Martz**

Councilwoman Martz spoke of setting up a meeting between the businesses on OtterBranch Dr to discuss trash collection concerns.

Councilwoman Martz explained that Royal Farms would be present at the January Planning Board meeting.

**RES 2017:195**

Resolution to Extend Business License renewal Period for Thirty (30) Days – Royal Farms

A motion was made by Councilwoman Martz, seconded by Councilman Whalen to approve the above resolution. All Council voted aye by roll call vote.

**PUBLIC EVENTS – Councilman Krause**

Councilman Krause gave thanks to all involved in the holiday events in December, and that all went according to plan.

**FACILITIES & COMMUNITY DEVELOPMENT – Councilman Saxton**

Councilman Saxton mentioned that changing tables for the Community Center have been ordered and are awaiting installation. The sound system has been installed at the Community Center .

at (856)783-1520 for additional information.

**MAYOR – Mayor Cowling-Carson**

Mayor Cowling-Carson spoke of the delinquent business taxes that are owed for 2018 Mercantile Licenses, and went over the re-organization agenda.

**ENGINEER REPORT – Mark Basehore**

The Engineer was not present.

**SOLICITOR REPORT – Daniel Long**

The Solicitor was available by phone if needed, but was not physically present at this meeting.

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

None.

**CLAIMS APPROVAL**

A list of the Claims has been submitted by treasury for approval and individual vouchers are available for review.

A motion was made by Councilman Whalen, seconded by Councilwoman Martz to approve the claims list. All Council voted aye by roll call vote.

**OPEN TO PUBLIC:**

A motion was made by Councilwoman Martz, seconded by Councilman Krause to open the meeting to the public with all Council voting aye.

Mayor Cowling-Carson asked if anyone wanted to speak. Hearing no one. She asked for a motion to close the public portion.

**CLOSED TO PUBLIC:**

A Motion was made by Councilwoman Martz, seconded by Councilman Saxton to close the public portion with all Council voting aye.

**ADJOURNMENT:**

A motion was made by Councilman Whalen, seconded by Councilman DePrince to adjourn the meeting with all Council voting aye.

Prepared by:

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Mark W. Godfrey  
Deputy Borough Clerk  
Borough of Magnolia

Time: 55 Minutes



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