

**CITY OF SALEM  
MINUTES OF THE COMMON COUNCIL MEETING  
OF OCTOBER 19, 2015**

A regular meeting of the Common Council of the City of Salem was called to order by Council President Karen Roots. The meeting took place in the Municipal Building located at 1 New Market Street at 7:00 p.m. The meeting was opened with the Pledge of Allegiance. Present: Council President Karen Roots, Councilpersons, Ruth Carter, Earl Gage, Vaughn Groce, Charles Hassler, Horace Johnson, Lydia Thompson, and James Waddington. Council President announced that a quorum was present. Also in attendance were Mayor Charles Washington, Jr., Solicitor David Puma, CFO David Crescenzi and City Clerk Kathleen L. Keen.

**STATEMENT OF THE OPEN PUBLIC MEETINGS ACT**

NOTICE OF THE REGULAR MEETINGS OF THE MAYOR AND COMMON COUNCIL OF THE CITY OF SALEM, AS REQUIRED BY N.J.S.A. 10:4-6 ET SEQ., THE "OPEN PUBLIC MEETINGS ACT", HAS BEEN PROVIDED BY THE PUBLIC ADVERTISEMENT OF A SCHEDULE ADOPTED BY RESOLUTION ON JANUARY 1<sup>ST</sup>, 2015 SETTING FOR THE TIME, DATE AND PLACE OF ALL THE REGULAR MEETINGS OF THE MAYOR AND COMMON COUNCIL OF THE CITY OF SALEM.

**INVOCATION** Mayor Washington provided the invocation.

**APPROVAL OF PAYMENT OF BILLS**

It was moved by Councilman Hassler to approve the bill list, Councilman Johnson seconded and all were in favor. Motion carried 8-0.

**APPROVAL OF MINUTES**

It was moved by Councilman Hassler, seconded by Councilwoman Carter to adopt the minutes of the October 5, 2015 and October 13, 2015 Council Meeting and Closed Session. Motion carried 8-0.

**COMMUNICATIONS/APPLICATIONS/REPORTS:**

Councilman Hassler motioned to ratify an Entertainment Application for Stand Up For Salem's annual fundraising dinner that was held on October 14, 2015 from 7pm-9pm at the JB Campbell Center. Councilman Groce seconded the motion. Motion carried 8-0.

**INTRODUCTION OF RESOLUTIONS FOR CONSIDERATION:**

**RESOLUTION 2015-145  
RESOLUTION AUTHORIZING SUBMISSION OF CORRECTIVE ACTION PLAN  
REGARDING THE 2014 AUDIT**

**WHEREAS**, the Department of Community Affairs requires that a corrective action plan addressing the recommendations of the municipal audit be filed with the Division of Local Government Services;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Salem, County of Salem, State of New Jersey that the attached corrective action plan be approved for submission to the Division of Local Government Services; and

**BE IT FURTHER RESOLVED**, that the City Clerk is hereby authorized and directed to submit the aforesaid corrective action plan.

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
R. Carter			X			
E. Gage		X	X			
V. Groce			X			
C. Hassler	X		X			
H. Johnson			X			
L. Thompson			X			
J. Waddington			X			
K. Roots			X			

**RESOLUTION 2015-146**

**A RESOLUTION AUTHORIZING THE CITY OF SALEM TO ADVERTISE FOR BIDS FOR CHEMICALS, METERS AND OTHER ITEMS FOR THE YEAR 2016 FOR THE WATER AND SEWER DEPARTMENT**

**WHEREAS**, the City of Salem’s Water and Sewer Department has a need for chemicals and meters for their department for the year 2016.

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Common Council of the City of Salem, County of Salem and State of New Jersey, that the City Clerk is hereby authorized to advertise for bids for a contract for chemicals, meters and other items needed for the Water and Sewer Department and to charge a reasonable fee for the specifications/proposal package which shall not exceed \$50.00.

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
R. Carter			X			
E. Gage			X			
V. Groce		X	X			
C. Hassler	X		X			
H. Johnson			X			
L. Thompson			X			
J. Waddington			X			
K. Roots			X			

**RESOLUTION 2015-147**

**A RESOLUTION ESTABLISHING A FAIR AND OPEN PROCESS FOR THE AWARDING OF PROFESSIONAL SERVICES CONTRACTS FOR THE CITY OF SALEM**

**WHEREAS**, the City requires or may require the services of an Animal Control Officer, Animal Shelter Services, Auditor, Attorney, Bond Counsel, Brownfield Consultant Engineer, IT-Computer Consultant, Financial Advisor, Grant Consultant, Labor Attorney, Municipal Engineer, Municipal Planner, Municipal Water/Wastewater Engineer, Prosecutor, and Public Defender; and

**WHEREAS**, retaining the services of qualified professionals for such professionals for such positions has long been exempt from “public bidding” by State Law N.J.S.A. 40A:11-5(a) due to the important policy consideration of allowing a body of elected officials to appoint candidates they deem to be most qualified and advantageous to the needs and goals of the municipality; and

**WHEREAS**, state Law N.J.S.A. 19:44A-20-5 permits municipalities to establish a “fair and open process” that allows for public solicitation of qualifications of persons interested in providing such services; and

**WHEREAS**, the Common Council has determined that establishing such a process protects its right to appoint the most qualified candidates while making the process more open and competitive; now therefore

**BE IT HEREBY RESOLVED** by the Common Council of the City of Salem in the County of Salem and State of New Jersey as follows:

1. The qualifications evaluation criteria, attached hereto as Exhibits “A through “O”. is hereby adopted in accordance with N.J.S.A. 19:44A-20.7.
2. The City Clerk shall advertise a notice of solicitation of qualifications for such positions in a form substantially similar to Exhibit “A” attached hereto. The City Clerk shall publish said notice at least 10 calendar days in advance of the date set forth therein as the deadline to submit proposals.
3. The City Clerk shall make the necessary arrangements to publicly open and announce all proposals received. The City Clerk or her designee shall forthwith thereafter review all proposals received and transmit them to the City Council with a report and recommendations.
4. Award of any contracts based on the submissions received shall be made by Resolution of the City Council, after receipt of the materials from the City Clerk, at an open public meeting.

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
R. Carter			X			
E. Gage		X	X			
V. Groce			X			
C. Hassler	X		X			
H. Johnson			X			
L. Thompson			X			
J. Waddington			X			
K. Roots			X			

## **COMMITTEE REPORTS**

**Administration:** President Roots reported the last committee meeting was actually a special council meeting to discuss the Best Practices Checklist; the next Administration meeting will be November 9<sup>th</sup> at 5:30.

**Public Safety:** Councilman Gage no report; the next meeting will be held on Monday October 26<sup>th</sup> at 6pm.

**Public Works:** Councilman Groce no report; the committee will be meeting on Friday October 23<sup>rd</sup> at 7:30am at the plant.

**Community Service:** President Roots no report; the next Community Services meeting will be held on November 9<sup>th</sup> at 6:00.

**Human Services:** Councilman Hassler no report.

**City Property/Capital:** Councilwoman Carter no report; the next meeting will be November 9<sup>th</sup> at 6:30. Councilman Hassler noted the first phase of Mud Diggers ditch has been completed.

**Redevelopment:** Councilman Waddington reported the committee met earlier this evening and discussed the Shade Tree Commission and funding, and the volunteers cleaning up properties throughout the city. He stated Watson & Henry Architects would like to address council regarding the architectural survey. Lastly he spoke of properties the city recently foreclosed on and questioned how they can be marketed. The next meeting will be November 16<sup>th</sup> at 5:15.

**Neighborhood Initiatives:** Councilman Johnson no report; the committee will be meeting on October 28<sup>th</sup> to discuss honoring those who have volunteered for the city this past year.

## **PROCLAMATION:**

Mayor Washington read the following proclamation.

### **MAYORAL PROCLAMATION**

#### **PROCLAMATION DECLARING CURFEW HOURS DURING THE DAYS LEADING UP TO AND INCLUDING HALLOWEEN, AUTHORIZING ENFORCEMENT THEREOF, AND SCHEDULING TRICK OR TREAT HOURS ON HALLOWEEN**

**I, MAYOR CHARLES WASHINGTON JR., DO HEREBY PROCLAIM,** under the authority of N.J.S.A. 40A:61-4(e), curfew hours for Halloween to be and hereby are scheduled from 8:00 P.M. to 6:00 A.M. beginning Wednesday October 28, 2015 and ending Sunday November 1, 2015; and

**BE IT FURTHER PROCLAIMED** that the City of Salem Police Department is authorized and directed to enforce the above revised curfew hours during the aforesaid period, to the extent permissible by law; and

**BE IT FURTHER PROCLAIMED** that the hours for Trick or Treat activities in the City of Salem on Saturday, October 31, 2015, more commonly known as Halloween, be and hereby are scheduled from 5:00 P.M. to 7:30 P.M.

## NOTICE

Any juvenile apprehended in violation of the curfew law in accordance with the Municipal Code will be delivered to the parent or guardian of said individual. The responsible parent or guardian will be issued a summons at that time in addition to the juvenile being charged for curfew violation.

### **MAYORAL COMMENTS:**

Mayor Washington reported on the Shade Tree Commission meeting from the day; stating Carrie Seargent from the NJDEP Forestry division was in attendance and spoke of available grants up to \$30,000. He updated everyone on the ongoing construction on Broadway, and lastly praised the Salem High School Football team on their undefeated record to date.

### **PUBLIC PORTION:**

*Joy Coleman of Van Meter Terrace* was very pleased to see her street cleaned this past Tuesday; Councilman Hassler stated the street department has been doing leaf pick-up. Ms. Coleman said she is grateful to the city for the cleanup and trash pick they do. She then noted Anderson Drive in the area of the dumpster needs cleaning up, it is attracting groundhogs. She spoke of her neighbor being broke into, and the machinery finally being moved off of her street.

*Tim Gregory of Eakin Street* informed everyone of a new men's group called "The Club" made up of close to 60 men of all ages. Their next event is Friday Night Hoops at 7pm on November 20<sup>th</sup> at the JB Campbell Center.

With no further requests for public comment, Councilman Hassler made a motion to close the Public Portion of the meeting. Councilman Gage seconded the motion and all were in favor. Councilman Hassler motioned to convene into Executive Session, Councilman Gage seconded the motion and all were in favor. The regular portion of the meeting ended at 7:45pm.

## **RESOLUTION 2015-148**

### **A RESOLUTION AUTHORIZING A CLOSED SESSION OF THE COMMON COUNCIL OF THE CITY OF SALEM**

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12b permits a public body to go into a closed session during a public meeting to discuss certain matters;

**WHEREAS**, the City Council has determined that it is necessary to go into a closed session to discuss certain matters relating to the items as permitted by N.J.S.A. 10:4-12b

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of the City of Salem that the Council will go into closed session to discuss the following, in accordance with the aforesaid provisions of the Open Public Meetings Act, after which it will reconvene in the public:

- a. PERSONNEL**
- b. CONTRACTS**

**BE IT FURTHER RESOLVED** that the minutes of the closed session will be made available to the public when the need for privacy no longer exists.

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
R. Carter			X			
E. Gage		X	X			
V. Groce			X			
C. Hassler	X		X			
H. Johnson			X			
L. Thompson			X			
J. Waddington			X			
K. Roots			X			

With a Motion by Councilman Hassler, seconded by Councilman Groce, and all in favor, Council came out of Closed Session at 8:05. The following to place; Councilman Hassler motioned to approve Kleinfelder do PCB testing and reporting for the city, Councilman Groce seconded the motion and all were in favor.

With no further business before Council, Councilman Hassler motioned to adjourn the meeting, Councilman Johnson seconded. Motion carried unanimously. The council meeting ended at 8:05pm

Respectfully submitted:

Approved: November 16, 2015

*Kathleen L. Keen*  
Kathleen L. Keen, RMC City Clerk