

**CITY OF SALEM
MINUTES OF THE COMMON COUNCIL MEETING
OF AUGUST 15, 2016**

A meeting of the Common Council of the City of Salem was called to order by Council President Karen Roots. The meeting took place at the Old Courthouse Building 2nd Floor located at 104 Market Street at 7:05 p.m. The meeting was opened with the Pledge of Allegiance. Present: Council President Karen Roots, Councilpersons, Ruth Carter, Earl Gage, Vaughn Groce, Charlie Hassler, and Lydia Thompson. Also in attendance were Mayor Charles Washington, Solicitor David Puma, CFO David Crescenzi, and City Clerk Tierra M. Jennings. Councilwoman Sharon Kellum and Councilman Horace Johnson were absent.

INVOCATION Councilwoman Ruthann Carter

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 1ST, 2016 SETTING FORTH THE TIME, DATE AND PLACE OF ALL THE REGULAR MEETINGS OF THE MAYOR AND COMMON COUNCIL OF THE CITY OF SALEM.

APPROVAL OF PAYMENT OF BILLS

Motion made by Councilman Hassler and seconded by Councilman Gage. All in favor. Motion carried 6-0.

APPROVAL OF MINUTES

Motion made by Councilman Hassler and seconded by Councilwoman Carter to adopt the minutes of the (May 16, 2016) (June 20, 2016) (July 11, 2016) (July 18, 2016) (July 27, 2016) Council Meeting and Closed Session. All in favor. Motion carried 6-0.

INTRODUCTION OF RESOLUTIONS FOR CONSIDERATION

**RESOLUTION 2016-129
A RESOLUTION APPOINTING ASHLEY N. CRISS AS MUNICIPAL COURT
ADMINISTRATOR**

WHEREAS, after due advertisement and an interview process it is the unanimous recommendation of the Administration Committee that **ASHLEY N. CRISS** be appointed as Municipal Court Administrator, and the City Council wishes to act favorably on said recommendation;

WHEREAS, pursuant to N.J.S.A. 2B:12-11(e), that Ms. Criss has obtained the requirements through the Administrative Office of the Courts making her qualified to be as titled “Certified Municipal Court Administrator”.

NOW THEREFORE BE IT HEREBY RESOLVED by the Common Council of the City of Salem, County of Salem and State of New Jersey, that **ASHLEY N. CRISS** is hereby appointed as Municipal Court Administrator for the City of Salem provisionally and subject to Civil Service procedures for permanent appointment, and further subject to the following:

- (a) Acceptance of offer of employment letter;
- (b) Salary shall be \$38,000.00 per year; and
- (c) Attainment of all CEC credits required to sustain certification through the State.

Motion made by Councilman Hassler and seconded by Councilman Gage to approve Resolution 2016-129. All in favor. Motion carried 6-0.

**RESOLUTION 2016-130
IDENTIFYING CDBG FAIR HOUSING OFFICER
FY2017 PUBLIC FACILITIES PROGRAMS**

WHEREAS, Salem City is applying for Small Cities Community Development Block Grants from the New Jersey Department of Community Affairs (hereafter NJDCA) for construction of a new potable water well.

WHEREAS, Salem City must make efforts to affirmatively further fair housing; and

WHEREAS, Salem City has reviewed various actions that would be acceptable to the New Jersey State Department of Community Affairs and the U.S. Department of Housing and Urban Development; and

WHEREAS, Salem City has made assurances in the grant agreement that:

- (1) It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issued thereto; and
- (2) It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
- (3) It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
- (4) It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that Ms. Tierra M. Jennings shall be designated as the Fair Housing Officer for Salem City; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights, inform those

agencies of his/her appointment as Fair Housing Officer, and request Fair Housing Information, and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from Salem City; and

BE IT FURTHER RESOLVED that Salem City will publish in the local newspaper of record and post at the municipal building a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing services.

Motion made by Councilman Hassler and seconded by Councilman Gage to approve Resolution 2016-130. All in favor. Motion carried 6-0.

RESOLUTION 2016-131

A RESOLUTION AUTHORIZING TRIAD ASSOCIATES TO PROCEED WITH AN APPLICATION TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS TO OBTAIN GRANT FOR THE DRILLING OF EMERGENCY POTABLE WATER WELL

WHEREAS, Salem City desires to apply for and obtain from the New Jersey Department of Community Affairs for up \$400,000 for the drilling of emergency portable water well.

BE IT THEREFORE RESOLVED,

- 1) that Salem City does hereby authorize the application for such a grant; and
- 2) recognizes and accepts that the Department may offer 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 Salem City and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose name, 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:

- 1) Charles Washington, Mayor
- 2) Karen Roots, City Council President

Motion made by Councilman Hassler and seconded by Councilman Gage to approve Resolution 2016-131. All in favor. Motion carried 6-0.

RESOLUTION 2016-132
CITIZEN PARTICIPATION PLAN FY2017

WHEREAS, Salem City is applying for FY2017 Small Cities Grants from the Public Facilities Fund with the New Jersey Department of Community Affairs; and

WHEREAS, a Grant Agreement requires Salem City to comply with all federal regulations with respect to citizen participation; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the Salem City, County of Salem, State of New Jersey, that:

The Citizen Participation Plan FY2017 developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by Salem City; and

Salem City will follow all regulations set forth in that document throughout the term of the Grant Agreement cited above.

Motion made by Councilman Hassler and seconded by Councilman Gage to approve Resolution 2016-132. All in favor. Motion carried 6-0.

RESOLUTION 2016-133
GRANT MANAGEMENT PLAN: FY2017 SMALL CITIES PROGRAMS
PUBLIC FACILITIES FUND: INFRASTRUCTURE IMPROVEMENTS FOR A
NEW PORTABLE WATER WELL

WHEREAS, Salem City is applying for a Small Cities grant from the Public Facilities Fund and if awarded funding will entered into a Grant Agreement with the New Jersey Department of Community Affairs; and

WHEREAS, Salem City is required to submit a Grant Management Plan as part of the Small Cities application;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Salem City, County of Salem and State of New Jersey, that:

The Grant Management Plan prepared by the City and submitted to DCA Small Cities with the application for the Infrastructure Improvements to Construct a New Emergency Potable Water Well is hereby adopted to identify Tammy Wetzel of Triad Associates as the Project Coordinator and Tierra Jennings as the Program Director and Official Contact Person.

Motion made by Councilman Hassler and seconded by Councilman Gage to approve Resolution 2016-133. All in favor. Motion carried 6-0.

RESOLUTION 2016-134
SUPPORTING THE DRIVE SOBER OR GET PULLED OVER 2016 STATEWIDE
CRACKDOWN

WHEREAS, approximately one-third of all fatal traffic crashes in the United States involve drunk drivers; and

WHEREAS, impaired driving crashes cost the United States almost \$50 Billion a year; and

WHEREAS, 27% of motor vehicle fatalities in New Jersey in 2013 (the last year for which complete data is available) were alcohol-related; and

WHEREAS, an enforcement crackdown is planned to combat impaired driving; and

WHEREAS, the summer season and the Labor Day holiday in particular are traditionally times of social gatherings which include alcohol; and

WHEREAS, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the state to participate in the *Drive Sober or Get Pulled Over 2016 Statewide Crackdown*; and

WHEREAS, the project will involve increased impaired driving enforcement from August 19 through September 5, 2016; and

WHEREAS, an increase in impaired driving enforcement and a reduction in impaired driving will save lives on our roadways;

THEREFORE BE IT RESOLVED, that **City of Salem** declares support for the *Drive Sober or Get Pulled Over 2016 Statewide Crackdown* from August 19 through September 5, 2016 and pledges to increase awareness of the dangers of drinking and driving.

Motion made by Council Hassler and seconded by Councilman Gage to approve Resolution 2016-134. All in favor. Motion carried 6-0.

COMMITTEE REPORTS

Administration:(Roots, Hassler, Johnson, Carter) President Roots reported the committee will be meeting on September 12th 1:00pm at 17 New Market.

Public Safety:(Gage, Roots, Hassler, Carter) The City will looking into hiring 3 Sergeants for the Salem City Police Department

Public Works:(Groce, Roots, Hassler, Gage) No report

Human Services:(Hassler, Gage, Groce, Thompson) Future Systems have identified 146 properties. Human Services have received four appeals in regards to same.

Neighborhood Initiatives/ Community Service:(Thompson, Johnson, Roots, Carter) There will be a Bulk Event on August 20, 2016 from 8:00am-1:00pm. There will also be Literacy Program event that will be on August 28, 2016 from 3:00pm-6:00pm. Pool and Pop-Park were among discussion as well.

City Property/Capital:(Carter, Hassler, Thompson, Roots)

MAYORAL COMMENTS

Mayor stated the Market Street Day/BBQ Cook-off was a success this year. He was happy with the turnout and thanked all that participated in the event.

Mayor Washington also stated that he went on a site visit to Empire Blended/Distributors in Bayville on last Tuesday, August 9, 2016. The business will be locating to Salem and will provide about 120 jobs to the City. He feels that it will be a great success.

NEW BUSINESS

Steve Walsh-City Engineer touched base on the Oak Street Project. There a minor delay in the contract. The City will be looking into doing a bid on September 7, 2016 at 10:00am. A Special Meeting may be in place on September 12, 2016 in regards to same.

OLD BUSINESS

Four candidates from the Salem City Police Department are looking to become Sergeants. Letters have been sent in and are awaiting final decision.

PUBLIC PORTION

Melissa Tatum 334 Craven Avenue- She stated that a fight occurred on August 9, 2016. She has 2 children in college and a 14 year old daughter at home. She stated that her child was assaulted. She said that police told her to calm down when they were dispatched and when asked if he can speak with the children in regards to the incidents he stated “DYFS handles things like that, the police do not.” Mom was told to sign a complaint (the officer was not doing it according to Ms.

Tatum) which she said that probable cause was found. She wants the City to look into the violence that has been occurring within the town.

Mr. Orlick 49 Oak Street- Stated that the City is doing well but needs to install larger signs for driver's going across bridge as the trees are blocking the signs.

Sally Orlick 49 Oak Street- She stated that the Council Meeting minutes are not uploaded. She is also concerned about the speeding on her the street that she lives on.

RESOLUTION 2016-135
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. 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.

With a Motion by Councilman Hassler, seconded by Councilman Gage, and all in favor, Council came out of Closed Session at 7:50pm.

After the closed session was concluded, the open public meeting was reconvened to discuss the following business:

CHARITABLE ORGANIZATION ROADWAY SOLICITATION- THE UNITED WAY OF SALEM COUNTY WILL BE HOSTING A COIN DROP AT THE INTERSECTION OF BROADWAY AND WALNUT ON AUGUST 27 AND SEPTEMBER 3 OF 2016 FROM 9:00AM-1:00PM.

Council discussed the following application, in which was turned in by Dawn Ellis of the United Way, and has determined that it should be denied due to fundraising efforts already approved by City Council for other volunteer non-profit organizations servicing the City.

ADJOURNMENT

With no further business before Council, Councilman Hassler motioned to adjourn the meeting, Councilman Groce seconded. Motion carried unanimously. The council meeting ended at 8:15pm.