

**CITY OF SALEM
MINUTES OF THE COMMON COUNCIL MEETING
OF October 1, 2018**

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 1 New Market Street, Salem, New Jersey at 6:30 p.m. The meeting was opened with the Pledge of Allegiance followed by an Invocation by Rev. Dr. Gary Cecil

Present: Council President Karen Roots, Councilpersons: Ruth Carter, William Corbin, Sharon Kellum, James Smith, Vaughn Groce and Council President Karen Roots. Also, in attendance were Mayor Charles Washington, Andrea Rhea-City Solicitor, Dave Crescenzi-CFO Anita Garcia-Clerk and Jennifer Blumenthal, City Administrator. Councilmen Horace Johnson and Earl Gage were absent.

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 AND POSTING AT THE MUNICIPAL ANNEX OF A SCHEDULE ADOPTED BY RESOLUTION ON JANUARY 1ST, 2018 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 MINUTES

A Motion was made by Councilman Groce and seconded by Councilwoman Kellum to approve the minutes from the meeting of September 17, 2018. All members voted in favor. Motion carries.

INTRODUCTION OF RESOLUTIONS FOR CONSIDERATION

**CITY OF SALEM
RESOLUTION 2018-139**

**A RESOLUTION APPROVING A CONTRACT WITH
ASPHALT PAVING SYSTEMS FOR THE
RECONSTRUCTION OF GRIEVES PARKWAY, PHASE 4**

WHEREAS, the City of Salem received bids for the Reconstruction of Grieves Parkway, Phase 4 on August 7, 2018; and

WHEREAS, two bids were received as summarized on the attached bid proposal summary; and

WHEREAS, the City's Engineers have reviewed the bids and have made a recommendation to award the contract to Asphalt Paving Systems for Base Bid #1, Items 1-30, plus the Alternate Bid #1 for the total contract amount of \$163,300.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Common Council of the City of Salem that the Mayor is authorized to execute an agreement with Asphalt Paving Systems for the Reconstruction of Grieves Parkway, Phase 4 for Base Bid #1, Items 1-30, plus the Alternate Bid #1 for the total contract amount of \$163,300.00.

ATTEST:

CITY OF SALEM

Anita Garcia, Clerk

Karen Roots, Council President

Adopted: October 1, 2018

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
R. Carter			X			
W. Corbin		X	X			
E. Gage						X
V. Groce			X			
H. Johnson						X
S. Kellum	X		X			
J. Smith			X			
K. Roots			X			

I, Anita Garcia, Acting City Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on October 1, 2018.

Date

Anita Garcia, Acting Clerk

**CITY OF SALEM
RESOLUTION 2018-141**

**A RESOLUTION APPROVING AN AGREEMENT FOR
SALEM CITY MUNICIPAL ALLIANCE SERVICES**

WHEREAS, funding has been made available by the Governor’s Council on Alcoholism and Drug Abuse through the County of Salem to assist the Salem City Municipal Alliance with its alcohol and drug abuse education and public awareness activities; and

WHEREAS, the County has provided a contract to set forth the terms and conditions for administering the Municipal Alliance Grant;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Salem that it acknowledges the terms and conditions for administering the grant, including the administrative compliance, audit and matching requirements;

BE IT FURTHER RESOLVED, that the Mayor is authorized to execute the attached agreement(s).

ATTEST:

CITY OF SALEM

Anita Garcia, Clerk

Karen Roots, Council President

Adopted: October 1, 2018

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
R. Carter			X			
W. Corbin		X	X			
E. Gage						X
V. Groce			X			
H. Johnson						X
S. Kellum	X		X			
J. Smith			X			
K. Roots			X			

I, Anita Garcia, Acting City Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on October 1, 2018.

Date

Clerk

**City of Salem
RESOLUTION R18-142**

A RESOLUTION CERTIFYING TO THE LOCAL FINANCE BOAD OF THE STATE OF NEW JERSEY THAT ALL MEMBERS OF THE GOVERNING BODY HAVE REVIEWED, AS A MINIMUM, THE SECTIONS OF THE ANNUAL AUDIT ENTITLED FINDINGS AND RECOMMENDATIONS

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year ended December 31, 2017 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled Findings and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled Findings and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his/her office."

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of the City of Salem, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

ATTEST:

CITY OF SALEM

Anita Garcia, Clerk

Karen Roots, Council President

Adopted: October 1, 2018

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
R. Carter			X			
W. Corbin		X	X			
E. Gage						X
V. Groce			X			
H. Johnson						X
S. Kellum	X		X			
J. Smith			X			
K. Roots			X			

I, Anita Garcia, Acting City Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on October 1, 2018.

Date

Anita Garcia, Acting Clerk

CITY OF SALEM
COUNTY OF SALEM
RESOLUTION NO. 18-143

RESOLUTION TO AMEND BUDGET

WHEREAS, the local municipal budget for the year 2018 was approved on the 2nd day of April, 2018, and

WHEREAS, the public hearing on said budget has been held as advertised, and

WHEREAS, it is desired to amend said approved budget,

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Salem, County of Salem, that the following amendments to the approved budget of 2018 be made:

Recorded Vote

Aye

Roots

Corbin

Smith

Kellum

Croce

Carter

Nay

Abstained

Absent

Gage

H. Johnson

GENERAL REVENUES	<u>From</u>	
1. Surplus Anticipated	359,500.00	382,200.00
Total Surplus Anticipated	359,500.00	382,200.00
3. Miscellaneous Revenues - Section B: State Aid Without Offsetting Appropriations		
Transitional Aid	960,500.00	1,400,000.00
Total Section B: State Aid Without Offsetting Appropriations	2,356,439.00	2,795,939.00
3. Miscellaneous Revenues - Section F: Special Items of General Revenue		
Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations:		
Municipal Alliance on Alcohol and Drug Abuse		8,336.00
Clean Communities Program		1 1,580.54
NJ DOT - Reconstruction of Grieves Parkway Phase IV		187,604.00
Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	5,256.39	212,776.93
3. Miscellaneous Revenues - Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items		
Reserve for Payment of Guaranteed Debt - General Capital Fund		10,000.00
Total Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items	418,022.39	428,022.39
Summary of Revenues		
1. Surplus Anticipated (Sheet4, #1)	359,500.00	382,200.00
3. Miscellaneous Revenues		
Total Section B: State Aid Without Offsetting Appropriations	2,356,439.00	2,795,939.00
Special items of General Revenue Anticipated with Prior Written Consent of	5,256.39	212,776.93
Total Section F: Director of Local Government Services-Public and Private Revenues		
Special items of General Revenue Anticipated with Prior Written Consent of		
Total Section G: Director of Local Government Services-Other Special Items	418,022.39	428,022.39
Total Miscellaneous Revenues	3,052,342.78	3,709,363.32
5. Subtotal General Revenues (Items 1,2,3 and 4)	3,933,842.78	4,613,563.32
6. Amount to be Raised by Taxes for Support of Municipal Budget:		
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	4,710,349.32	4,437,241.13
Total Amount to be Raised by Taxes for Support of Municipal Budget	4,754,664.22	4,481,556.03
7. Total General Revenues	8,688,507.00	9,095,1 19.35
	<u>From</u>	To
8. GENERAL APPROPRIATIONS		
(A) Operations - within "CAPS" General Administration		
Other Expenses	3,000.00	42,125.00
Engineering Services and Costs		
Other Expenses	12,000.00	212,000.00
Total Operations {item 8(A)} within "CAPS"	5,617,566.00	5,856,691.00

Total Operations Including Contingent - within "CAPS"	5,617,566.00	5,856,691.00
Detail		2,657,481.00
Salaries and Wages		
Other Expenses (Including Contingent)	2,657,481.00	3,199,210.00
	2,960,085.00	
(H-1) Total General Appropriations for Municipal Purposes within "CAPS"	6,289,381.05	6,528,506.05
(A) Operations - Excluded from 'CAPS"		
Public and Private Programs Offset by Revenues		
Municipal Alliance on Alcohol and Drug Abuse	3,000.00	10,420.00
Clean Communities Program		11,580.54
NJ DOT - Reconstruction of Grieves Parkway Phase IV		187,604.00
Total Public and Private Programs Offset by Revenues	8,256.39	214,860.93
Total Operations - Excluded from "CAPS"	290,829.39	497,433.93
Detail		
Salaries & Wages		
Other Expenses	290,829.39	497,433.93
(D) Municipal Debt Service Excluded from "CAPS"		
Interest on Notes	4,352.00	4,480.00
Debt Service Guarantee	90,000.00	100,000.00
Total Municipal Debt Service-Excluded from "CAPS"	402,752.00	412,880.00
(H-2) Total General Appropriations for Municipal Purposes Excluded from "CAPS"	807,032.39	1,023,764.93
8. GENERAL APPROPRIATIONS		
(O) Total General Appropriations - Excluded from "CAPS"	807,032.39	1,023,764.93
(L) Subtotal General Appropriations {items (H-1) and (O)}	7,096,413.44	7,552,270.98
(M) Reserve for Uncollected Taxes 1,592,093.56		1,542,848.37
9. Total General Appropriations	8,688,507.00	9,095,119.35
8. GENERAL APPROPRIATIONS		
Summary of Appropriations		
(H-1) Total General Appropriations for Municipal Purposes within "CAPS"	6,289,381.05	6,528,506.05
(A) Operations-Excluded from "CAPS"		
Public & Private Progs Offset by Revs.	8,256.39	214,860.93
Total Operations - Excluded from "CAPS"	290,829.39	497,433.93
(D) Municipal Debt Service	402,752.00	412,880.00
(M) Reserve for Uncollected Taxes	1,592,093.56	1,542,848.37
Total General Appropriations	8,688,507.00	9,095,119.35

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for certification of the local municipal budget so amended.

BE IT FURTHER RESOLVED, that this complete amendment, in accordance with the provisions of N.J.S.A. 40A: 4-9, be published in the South Jersey Times in the issue of October 8, 2018, and that said publication shall contain notice of public hearing on said amendment to be held at the Municipal Building, 17 New Market Street on October 15, 2018 at 6:30pm.

It is hereby certified that this is a true copy of a resolution amending the budget, adopted by the City Council on the 1st day of October, 2018.

Karen Roots, Council President

Certified by:

Acting City Clerk, Anita Garcia

Ed Sasdelli, DCA Monitor, commended the Governing Body and Administration team on their partnership among each other and with the State to provide a balance budget to its residents. He applauded the Mayor and Council for agreeing to apply for transitional aid and being under State monitoring, which allowed the city to reduce its 24-cent increase to a 2-cent increase thereby reducing the average assessed home's tax increase from Five Hundred and Thirty-four (\$534) Dollars to Nine (\$9) dollars. Mr. Sasdelli spoke of the Mayor's positive and collaborative relationship with the State and his recent meeting with the new Acting Director of DCA, where he positively pushed for the needs of his community. The meeting resulted in an increase in aid due to the Mayor's existing plan to bring financial stability and growth to the City.

The Mayor thanked Mr. Sasdelli for help with approval of the aid and being supportive of the City's plan. The Mayor stated the SRN (State Resource Network) grant will help move the City forward with a five-year plan. The Mayor thanked the council for its support. The Mayor and Councilman Groce both stated that the Mayor and Council will always put their differences aside to do what's best for the community.

COMMITTEE REPORTS

ADMINISTRATION (Roots, Gage, Johnson, Carter) Only personnel was discussed at the last meeting and will be discussed in closed session

PUBLIC SAFETY (Gage, Groce, Roots, Carter) No report

PUBLIC WORKS (Groce, Roots, Smith, Gage) next meeting will be 10/10/2018

HUMAN SERVICES (Gage, Kellum, Smith, Corbin) No report

CITY PROPERTY /CAPITAL (Carter, Smith, Kellum, Roots) recommends the Phase 5 of Grieves Parkway for the NJDOT grant submission, abandoned vehicles in the city, storm drain

cleaning, trash pick up and Councilwoman Roots with the Clean Communities volunteers cleaning up abandoned trash throughout the City and the need to clean up the city.

NEIGHBORHOOD INITIATIVES/COMMUNITY SERVICES

(Johnson, Roots, Carter, Corbin) No report

MAYORAL COMMENTS –

The Mayor spoke about his meeting with the new DCA Acting Director who was cordial and open to hearing Salem’s story and the needs of our community. The Mayor stated that he was very grateful for the opportunity to meet with her.

The Mayor stated that he is working on reopening the grocery store by bringing all parties to the table, including owners, operators and the bank to discuss what is needed to move forward. The grocery store is close to being operable.

The Mayor said he attended Stand Up for Salem’s annual event. Councilman Gage and Councilman Smith were also in attendance. There was a County event the same night that featured Senator Sweeny as a speaker.

Council President Roots stated that she attended the County event with Councilwoman Carter and Councilman Corbin in Pittsgrove. She stated that Senator Sweeny spoke about shared services, including school districts, county courts with an emphasis on looking for any opportunities to share services.

PUBLIC PORTION –

Jahyda Villegas said she is receiving information through the council meetings and key communicators. She asked if there was anything else she could do to help the community. The Mayor and Council president responded that sharing the information is most important since she is involved in the community, including Stand Up for Salem. The Mayor and Council President stated that volunteers are always needed for the City’s various groups.

Ms. Villegas said that the August minutes are not on the website yet and asked where to get information. The Council President responded that she can always call the City CFO, Dave Crescenzi, for any financial information she may need.

A motion was made by Councilwoman Kellum to close the public portion, seconded by Councilman Corbin. All in favor, motion carried.

**CITY OF SALEM
RESOLUTION 2018-144
Resolution Authorizing Executive Session**

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 as follows:

- (1) *Matters Required by law to be confidential:* Any matter which by express provision of the Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- (2) Any matter in which the release of information would impair the right to receive federal funding.
- (3) *Matters involving individual privacy:* Any matter, the disclosure of which constitutes an unwarranted invasion of individual privacy such as records, data, reports, recommendations or other personal material of any education, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including, but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned .
- (4) *Matters pertaining to a collective bargaining agreement:* Any matter involving a collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
- (5) *Matters relating to the purchase, lease acquisition of real property or investment of public funds:* Any matter involving the lease, purchase or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
- (6) *Matters of public protection:* Any tactic and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection.
- (7) *Matters relating to litigation, negotiations and attorney-client privilege:* Any matter of pending or anticipated litigation or contract negotiation other than in (4) above in which the Board is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required for the attorney to exercise ethical duties as a lawyer.
- (8) *Matters relating to the employment relationship:* Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of , promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all of the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public.
- (9) *Deliberations after public hearing.* Deliberations by the Board occurring after a public hearing that may result in a civil penalty or the suspension or loss of a license or permit of a responding party.; and

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.