

CITY OF SALEM
COMMON COUNCIL CAUCUS MEETING MINUTES
JULY 12, 2021
6:30 PM

OPENING 6:30 PM

PLEDGE OF ALLEGIANCE: Council President Earl Gage

INVOCATION: Emerson Woodward

STATEMENT OF ADVERTISEMENT:

The City Clerk read the following: Notice of this meeting has been provided to the South Jersey Times and the Elmer Times and is posted on the City Hall Bulletin Board stating the time and the place of the meeting. Notice has also been posted that the meeting can be accessed through Zoom.

ROLL CALL:

Present: Cline, Davis, Gregory, Groce, Slaughter, Smith, Gage

Also Present: Mayor Washington, Solicitor Rhea, CFO Nunez, Commerce Director Bailey and Admin/Clerk Angeli

APPROVAL OF BILLS:

Motion: Gregory and Second Groce

All Council Members present voted in favor in a voice vote.

PUBLIC PORTION FOR AGENDA ITEMS ONLY:

Motion to open: Gregory and Second: Groce

All Council Members present voted in favor in a voice vote.

Mr. Angeli stated the following: The public is instructed that this portion of the meeting is provided for comments and questions on Agenda items only. There will be a public portion later in the meeting for general comments and questions. Please state your name and address, street name only for the record.

No comments or questions were offered.

Motion to close the public portion on agenda items: Gregory and Second: Groce

All Council Members present voted in favor in a voice vote.

COMMUNICATIONS/APPLICATIONS:

Approval of an Entertainment License for P3 Alliance free bag and school supply giveaway on 8-21-21

Approval of an Entertainment License for gateway CAP Salem Family Success Center for a block party on 8-28-21 from 12 to 4PM

Approval of a NJSFA Membership for James Damiani Jr.

Motion to approve: Gregory and Second: Groce

All Council Members present voted in favor in a voice vote.

INTRODUCTION OF RESOLUTIONS FOR CONSIDERATION:

RES. 2021-150 A RESOLUTION AUTHORIZING AGREEMENT WITH CITY ENGINEERS TO PROVIDE LICENSED DISTRIBUTION OPERATOR AND BACKUP LICENSED TREATMENT OPERATOR FOR CITY WATER UTILITY

Motion to Introduce: Gregory Second: Groce All Council Members present voted in favor in a voice vote.

RES. 2021-151 A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, NJSA 10:4-12 These items are for
(4) *Matters pertaining to a collective bargaining agreement*

Motion to Introduce: Gregory Second: Groce All Council Members present voted in favor in a voice vote.

RES. 2021-152 A RESOLUTION APPOINTING SHOLANDA TOWNSEND TO THE CITY OF SALEM HOUSING AUTHORITY

Motion to Introduce: Gregory Second: Groce All Council Members present voted in favor in a voice vote.

COMMITTEE REPORTS AND DISCUSSION:

ADMINISTRATION (Gage, Gregory, Kellum, Smith)

Solicitor Rhea explained the issue concerning the medical cannabis proposal concerning the number of Jobs that it would produce. Mayor Washington stated that initially it sounded like 5-30 jobs and now it sounded like only 10 jobs. The attorney for the company stated that it would be 25 jobs. It was understood that 51% would be city residents and all contractors would use the same criteria.

Mr. Gage spoke about the need to hire a confidential secretary in the police department. The position would be a full time situation. The current secretary would work part time during the hiring and training period. Mr. Gage spoke about the auction process and that one shoe does not fit all and we had to adapt. Councilwoman Cline asked about the success of the auctions. Solicitor Rhea gave an update on the auctions. The Mayor said that we did have some success. Mr. Bailey would be responsible for tracking the buyers. Councilman Davis said that the auctions had been a win/win. He said that we should not be concerned with people from elsewhere buying the properties. He said that most people in Salem were originally from somewhere else. Councilman Groce felt that the matter needed further discussion and that he was not hearing a consensus.

PUBLIC SAFETY (Gage, Smith, Groce, Davis)

Mr. Gage spoke about the final steps with Fenwick Ambulance as the City's EMS squad.

Mr. Davis spoke about Pit Bulls and some streets that have a bad line of vision because of vehicles parked on the street.

PUBLIC WORKS (Groce, Gregory, Gage, Slaughter)

Councilman Groce spoke about the resignation at the water utility.

Mr. Angeli gave an update on the \$19,000 needed for the Water Allocation Permit.

ORDINANCE/BUILDINGS AND GROUNDS (Cline, Slaughter, Smith, Groce)

Councilwoman Cline said that the Committee was working on CO and Business License Ordinances.

Mr. Davis wanted a plan for taking possession of the properties downtown.

Mr. Bailey spoke about the plan to take possession of the properties in the downtown area.

Ms. Cline spoke about the project white board.

NEIGHBORHOOD INITIATIVES/PARKS AND RECS (Slaughter, Kellum, Cline, Davis)

Councilwoman Cline announced the winners of the Clean Community's contest that was run in the schools.

Councilwoman Slaughter spoke about city clean-ups and that she was supporting the Coalition for a safe Community's clean-up. She said that the next clean-up project would be 9-25. She spoke about a Walmart employee clean-up project from 7-27 to 7-31. Councilman Gregory said that they found a homeless man in a trailer behind one of the buildings during their clean-up.

ECONOMIC AND COMMUNITY DEVELOPMENT (ECDC) (Smith, Davis, Kellum, Gregory)

Mr. Bailey said that we needed a letter of support for Wanda Hardy for Stand up for Salem for Small Cities Grant. Mr. davis made a motion, Ms. Cline seconded and all Council members present voted in favor of providing the letter of support. Mr. Bailey stated that he would be putting together a report on his projects and that he would be having a follow up meeting with the Housing Authority. Mr. Davis asked to call a special meeting to establish common goals.

QIZ AD-HOC COMMITTEE (Cline, Groce, Gregory, Gage, Mayor Washington, Bailey)

Ms. Cline will be writing a mission statement for the QIZ committee. Mr. Groce and Ms. Cline will work on a map of the area.

ADMINISTRATOR REPORT:

Mr. Angeli gave update on Jacks Demo and Finlaw refinancing. He spoke about tree issues in the City and about the money that the Port was getting for upgrades.

CFO REPORT:

CFO Nunez said that the Finlaw refinancing would go to settlement on 7-28-21

PUBLIC PORTION:

Motion to open: Gregory and Second: Groce

All Council Members present voted in favor in a voice vote.

Mr. Angeli stated the following: The public is instructed that this portion of the meeting is provided for comments and questions on any matter. Please state your name and address, street name only for the record.

Evelyn, Salem asked who was responsible for curb line trees. Mr. Angeli explained that the homeowner is responsible for the threes. The City should be notified if a homeowner wants to remove a tree.

Motion to close the public portion on agenda items: Gregory and Second: Groce All Council Members present voted in favor in a voice vote.

EXECUTIVE SESSION:

Motion to go into executive session: Gregory and Second: Groce

All Council Members present voted in favor in a voice vote.

Mr. Angeli stated that Executive Session would last about one hour and that no action can be taken in a closed session. He said that action can be taken after the executive Session.

The Governing Body, City Solicitor, CFO and City Admin/Clerk moved into a closed session.

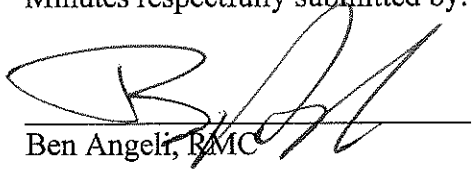
Motion to leave executive session: Gregory and Second: Groce

Mr. Angeli stated that no action was taken in Executive Session and that all members that entered the session are still present.

ADJOURNMENT:

Motion: Gregory and Second: Groce
All Council Members present voted in favor in a voice vote.

Minutes respectfully submitted by:



Ben Angeli, RMC

**CITY OF SALEM
RESOLUTION 2021-150**

**A RESOLUTION AUTHORIZING AGREEMENT WITH CITY ENGINEERS TO
PROVIDE LICENSED DISTRIBUTION OPERATOR AND BACKUP LICENSED
TREATMENT OPERATOR FOR CITY WATER UTILITY**

WHEREAS, Remington and Vernick were appointed Engineer for the City of Salem commencing January 1,2021.

WHEREAS, the City is in need of licensed distribution operator for the licensed water utility; and

WHEREAS, the City Engineer has proposed (Attachment "A") to provide a W-2 Operator for the City, along with the necessary services related to the position for the sum of \$8,400.00 per month for 16 hours per week; and

WHEREAS, the City Engineer has agreed to operate under a one month (30 day) agreement beginning on the week of July 5, 2021 and ending on the week of July 26, 2021, and

WHEREAS, at the completion of this agreement, the City will determine if it is in the best interests of the City of Salem to enter into a longer term agreement with the City Engineers; and

WHEREAS, the CFO has certified that funds are available for a contract through July, 2021.

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Salem that an agreement for one-month of services with Remington and Vernick is authorized in a form approved by the Solicitor.

ATTEST:

CITY OF SALEM

Ben Angeli, RMC

Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline						
R. Davis						
T. Gregory						
V. Groce						
S. Kellum						
G. Slaughter						
J. Smith						
E. Gage						

I, Ben Angeli, 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 July 12, 2021.

Date

Ben Angeli, RMC



**REMINGTON
& VERNICK
ENGINEERS**

RVE HQ:
232 Kings Highway East
Haddonfield, NJ 08033
O: (856) 795-9595
F: (856) 795-1882

Attachment "A"

June 11, 2021

Salem City
17 New Market Street
Salem, NJ 08079

Attn: Ben Angeli, City Administrator/Clerk RMC

Subject: Salem City - Water Distribution Licensed Operator and Water Treatment Backup Operator

Dear Mr. Angeli:

Remington & Vernick Engineers (RVE) is pleased to provide you with this proposal for assuming the responsibilities of Licensed Operator in Direct Responsible Charge for the water distribution system for the Salem Water Department. This proposal is an alternative to maintain NJDEP compliance should the City promote from within for water treatment licensed operator.

RVE proposes services to include the following:

1. Implement Licensed W-2 Operator coverage for no less than sixteen (16) hours per week.
2. Develop an emergency call out schedule for WRM staff. This will include any additional support staff which may be needed to respond to an emergency, including back up licensed operators and compliance staff.
3. Assist the Treatment Licensed Operator with process control decisions.
4. Coordinate with City Administrative staff on an on-going basis to ensure all parties are performing the required actions to keep the water system in NJDEP compliance.
5. Aid current staff in developing preventive maintenance programs and make recommendations on any additional repairs or improvements which are needed at the facility.
6. Review process control equipment and make recommendations as required with current operational standards and procedures.
7. Prepare documentation to respond to correspondence concerning the operations of the water treatment system.
8. Coordinate with the certified lab to perform all of the required lab analysis under your NJDEP current monitoring schedule. WRM will review all treatment system-related lab data to identify and quickly respond to any monitoring deficiency.
9. Prepare a minimum of one monthly operations report per month.
10. Coordinate with existing staff to help improve any additional training they may require.

11. Review the existing Operations, Maintenance and Emergency Manual and make recommendations and amendments, as necessary.

RVE shall be held harmless of any fines or judgments assessed on these facilities due to unforeseeable circumstances beyond the control of our operations agreement, including but not limited to equipment failure, chemical releases caused by others, spills caused by others, lab errors, or weather-related incidents.

Fee for Services

The monthly lump sum fee for the above listed services will be **\$8,400.00**.

Time spent by the Licensed Operator in excess of 16 hours per week, when reviewed and approved by the City Administrator in advance, will be billed at the rate of **\$125** per hour.

Additional Contractual Stipulations

1. The City of Salem will enter a contract with a duration of no less than 12 consecutive months. The City may extend the contract beyond 12-months on a month-to-month basis on the following schedule:
 - a. Months 13-24
 - i. Monthly lump sum: 102% of original fee
 - ii. Hourly rate: No change
 - b. Months 25-36
 - i. Monthly lump sum: 104% of original fee
 - ii. Hourly rate: No change
2. The City of Salem may elect to engage RVE on a month-to-month basis in lieu of the one-year contract term for 116% of the monthly lump sum rate listed in the Fee for Service section of this proposal.
3. The Contract will be considered null and void when the water treatment plant and distribution system is no longer property of the City of Salem.
4. RVE shall be held harmless of any fines or judgments assessed on these facilities due to unforeseeable circumstances beyond the control of our operations agreement, including but not limited to equipment failure, chemical releases caused by others, spills caused by others, lab errors, or weather-related incidents.
5. RVE may terminate the contract upon any one of the following conditions:
 - a. Requisition forms and/or Purchase Orders for supplies and/or materials, required for the safe and compliant operation of the water treatment and distribution system, are not processed within three (3) days of their provision to the City Administrator and Chief Financial Officer.
 - b. Failure to satisfy the immediate action items identified in the report referenced in item 2 of the Scope of Work above within the provided timetable. This includes the recommended staffing level.
 - c. Payment for services rendered is delinquent for sixty (60) days beyond the date of the invoice.

Page 3

06/11/21

Salem City

Water Distribution Licensed Operator and Water Treatment Backup Operator

RVE appreciates and thanks the City for the opportunity to submit our proposal. Please feel free to call John Meier at 609-820-7206 should you have any questions or require additional information.

Sincerely,

REMINGTON & VERNICK ENGINEERS

By, 

Edward Vernick, PE, CME
Chairman

**CITY OF SALEM
RESOLUTION 2021-151**

**A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC
IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY
OPEN PUBLIC MEETINGS ACT, NJSA 10:4-12 These items are for**

(4) Matters pertaining to a collective bargaining agreement

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:

(4) *Matters pertaining to a collective bargaining agreement*

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.

ATTEST:

CITY OF SALEM

Ben Angeli, RMC

Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline						
R. Davis						
T. Gregory						
V. Groce						
S. Kellum						
G. Slaughter						
J. Smith						
E. Gage						

I, Ben Angeli, 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 July 12, 2021.

Date

Ben Angeli, RMC

CITY OF SALEM
RESOLUTION 2021-152

A RESOLUTION APPOINTING SHOLANDA TOWNSEND TO THE CITY OF SALEM HOUSING AUTHORITY

BE IT HEREBY RESOLVED by the Common Council of the City of Salem, County of Salem and State of New Jersey that **SHOLANDA TOWNSEND** be and hereby is appointed to the City of Salem Housing Authority (seat 3) for a five (5) year term of service ending December 31, 2025.

ATTEST:

CITY OF SALEM

Ben Angeli, RMC

Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline						
R. Davis						
T. Gregory						
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