

CITY OF SALEM
COMMON COUNCIL SPECIAL MEETING MINUTES
JULY 6, 2022
4:30 PM

OPENING 6:30 PM

PLEDGE OF ALLEGIANCE: Council President Earl Gage

INVOCATION: Council President Earl Gage

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, Kellum, Slaughter, Gage

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

INTRODUCTION OF RESOLUTIONS FOR CONSIDERATION:

RES. 2022-174 A RESOLUTION AUTHORIZING ACCEPTING THE PROPOSAL FROM COMMUNITY LOAN FUND OF NEW JERSEY INC. aka NEW JERSEY COMMUNITY CAPITAL TO PREPARE A HOUSING STRATEGY PLAN FOR SALEM CITY

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

RES. 2022-175 A RESOLUTION APPOINTING CHARLES MATTHEW BAILEY AS ZONING OFFICER OF THE CITY OF SALEM

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

RES. 2022-176 RESOLUTION IN SUPPORT OF SALEM CITY BEING DESIGNATED HOME TO THE WIND INSTITUTE

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

RES. 2022-177 A RESOLUTION APPROVING AGREEMENT BETWEEN THE CITY OF SALEM AND THE FOP

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

RES. 2022-178 RESOLUTION AUTHORIZING RE-BID FOR ENGINEERING SERVICES FOR THE REPAIR OF THE BLEACHERS AT THE CITY FOOTBALL FIELD

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

MAYORAL COMMENTS: No

PUBLIC PORTION:

Motion to open: Davis and Second: Kellum

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.

No comments or questions.

Motion to close the public portion.: Davis and Second: Kellum All Council Members present voted in favor in a voice vote.

ADJOURNMENT:

Motion: Davis and Second: Kellum

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

Minutes respectfully submitted by:



Ben Angeli, RMC

NEXT COUNCIL MEETING: JULY 11, 2022 AT 6:30 PM

**CITY OF SALEM
RESOLUTION 2022-174**

**A RESOLUTION AUTHORIZING ACCEPTING THE PROPOSAL FROM
COMMUNITY LOAN FUND OF NEW JERSEY INC. aka NEW JERSEY
COMMUNITY CAPITAL TO PREPARE A HOUSING STRATEGY PLAN FOR
SALEM CITY**

WHEREAS, there is a need in the City of Salem to develop a City-wide Housing Strategy Plan; and

WHEREAS, the City by adopting Resolution 2022-162 sought qualifications from profit and non-profit agencies to develop a housing strategy plan; and

WHEREAS, the City received one proposal, and

WHEREAS, after opening and review of the proposal it was determined that the proposal submitted (Attachment "A") by **COMMUNITY LOAN FUND OF NJ INC. aka NEW JERSEY COMMUNITY CAPITAL** of New Brunswick, NJ met the requested qualifications and was determined to be a beneficial proposal for the City of Salem.

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 Mayor, after final review by the City Attorney is authorized to sign an agreement with **COMMUNITY LOAN FUND OF NJ INC. aka NEW JERSEY COMMUNITY CAPITAL** of New Jersey to prepare a Housing Strategy Plan for Salem City.

ATTEST:


Ben Angeli, RMC

CITY OF SALEM

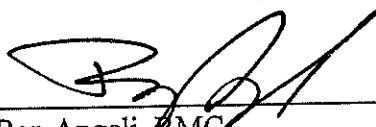

Earl Gage, Council President

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

I, Ben Angeli, 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 6, 2022.

Date

7-6-22


Ben Angeli, RMC

Strategy Development

Based on discussions with City officials and stakeholders we have identified an initial list of elements or activities that may be part of the housing strategy, although we anticipate adding to this list based on the data analysis, site visits and discussions that will take place during the course of the project. In the final document, we will also propose action steps for each strategy area, and identify potential partners that can help the City implement different activities within the overall housing strategy.

1. Homeownership Strategy - Increase homeownership in Salem City while supporting existing homeowners

Potential areas or elements that may be part of this strategy include:

- Help owner-occupied properties stay in owner-occupancy by helping homeowners with repairs, marketing for resale, etc.
- Work with realtors to build the number of homeowners by designing incentives targeted to buyers planning to occupy their homes
- Prioritize subareas of Salem with more market potential initially, such as 'middle market' areas like the avenues and terraces or the area west of Walnut Street, to ramp up homeownership strategies, including:
 - Reusing vacant and city-owned properties to expand housing for owner occupancy
 - Implementing complementary strategies to promote homebuyer investment, including increasing neighborhood curb appeal and addressing public safety issues.
- Design strategies for the city to recruit qualified developers, including assembling properties for redevelopment, and setting conditions through RFPs and other approaches to convey property to developers.
- Explore the creation and adoption of historically compatible design standards for new construction in city historic districts, including potential expansion of historic district boundaries.

2. Rental/landlord Strategy – Help the City move toward an effective, proactive strategy to address problem rental properties.

Potential areas or elements that may be part of this strategy include:

- Create a comprehensive rental property database
- Improve landlord compliance with the registration ordinance, including paying appropriate fees and providing the city with appropriate information
- Establish a regular proactive rental housing inspection schedule and ensure that all properties are inspected on a reasonable timetable, including potential use of contract services for baseline inspections, and self-certification for good landlords
- Create the baseline conditions to enable the city to move toward performance-based inspections and a performance-based fee schedule
- Establish effective processes for handling enforcement activities, including the role of the municipal court
- Investigate potential good landlord incentives.
- Adopt a rent control ordinance and create a well-functioning rent control board with staff support.

3. Quality of Life Strategy

Potential areas or elements that may be part of this strategy include:

- Help the City develop a strategy for the quality of life improvement zone (QIZ) that can improve conditions in that target area, and be applied as well to other areas that need to be stabilized and where the market needs to be rebuilt, including
 - Strategy for identifying positive and attractive uses of vacant land while the market improves, such as community gardens and urban farms, playgrounds, and other green spaces. These uses may be either interim or permanent features.
 - Address the large number of abandoned properties strategically through some combination of demolition and securing properties (including decorative boarding) to preserve viable properties for future redevelopment
 - Improve public safety via a Crime Prevention Through Environmental Design (CPTED) analysis and implementation of strategies

Proposed Timeline

Month 1

- Engage in initial discussions with the city team and partners, as appropriate, to define and clarify the scope and expectations for the study
- Confirm project study boundaries and sub areas
- Complete initial data collection and analysis
- Conduct a field walk/drive of the study subareas
- Conduct the parcel survey

Month 2

- Review city policies and identify issues
- Complete the data analysis
- Begin formulating recommendations
- Meet with the city team to discuss initial findings and potential strategies
- Meet with other stakeholders to get input on potential strategies, including local nonprofits and interested businesses and residents
- Incorporate input of city staff and stakeholders; begin drafting proposals for specific policies to improve rental housing and incentivize homeownership

Month 3

- Meet with the city team to get feedback on revised strategies and policies
- Have conversations with any other players or resource people to get their input/ideas
- Begin drafting full report with strategies and policies

Month 4

- Finalize and present plan strategies and activities
- Submit full draft to the city for review and input
- Integrate comments and submit final report

Michael Norquist, Community Development Manager, Isles, Inc, Trenton NJ
(612) 805-0073 (cell)
10 Wood Street, Trenton, NJ 08618

Section 4. Narrative – Management Experience, Scope of Services, Timeline and Project Fee

The City of Salem, a small, historic South Jersey community, is facing serious housing challenges, including vacant properties, substandard rental properties, and a low homeownership rate. At the same time, it has significant opportunities to address these issues, as well as a municipal leadership committed to improving the city on behalf of its residents. A solid, thoughtful housing strategy can serve as a valuable guide to the City of Salem, its partners and stakeholders in addressing its challenges and seizing its opportunities.

NJCC's Community Strategies Team (NJCC) proposes to develop a housing strategy plan for the City of Salem to help the City increase homeownership, improve the condition of existing owner-occupied and rental housing, address abandonment and the quality of life in distressed neighborhoods, and create the conditions that will advance the city's redevelopment and revitalization. Community Strategies' team members possess strong project management skills, years of experience developing housing strategies and plans, familiarity with state level and local policies and regulations pertaining to housing, and knowledge of relevant funding and finance programs.

To complete the housing strategy plan the team's services will include data collection and analysis, a parcel level property conditions survey, development of recommendations including proposed new policies, activities and ordinances, and development of a final report with findings and recommendations. The proposed timeline for this project will be approximately four months from the start of the engagement until completion and delivery of the final product. The start date will be agreed on upon acceptance of this proposal by the city.

Project Goals/Elements

Based on our conversations with the City team, it is our understanding that the City has four goals for this housing strategy plan:

- To increase the homeownership rate of single family dwellings, in order to create greater neighborhood stability and wealth-building opportunities, and better support existing homeowners
- To move toward an effective, proactive strategy to address problem rental properties
- To develop strategies to improve the quality of the city's rental housing and the overall quality of life, especially in parts of Salem such as the Quality Improvement Zone (QIZ) where significant improvements to the physical environment are needed before significant redevelopment activity is likely to occur; and
- To lay the groundwork for creating additional housing options both for current residents who need better quality housing they can afford, and new residents coming to the area

The project will take place in two phases: (1) a baseline analysis of market, land use and building conditions, followed by (2) identification and development of a set of strategies to address each of the above areas.

Base-line Research and Analysis:

While the City of Salem overall suffers from a depressed housing market, housing and neighborhood conditions and dynamics in different parts of the city vary widely. As a result, different parts of the city have different levels of market activity and of current revitalization potential. Understanding those variations can help us identify which strategies, policies and actions are likely to be the most effective and timely in bringing about positive change in each section of the city. To develop this analysis we will divide the city into subareas with similar characteristics, which we will use to help identify which strategies are most appropriate for each area. On a preliminary basis, we have identified five distinct subareas in the city.

Parcel Survey: We will conduct a parcel survey of the properties in each subarea to identify the location and extent of deficient housing, as well as the location and extent of vacant land and buildings. This survey will include the condition of all residential properties in each area, the number and condition of vacant properties, and the location, size and current use (if any) of vacant parcels, particularly buildable parcels. In addition to identifying challenges to be addressed, the survey will help identify opportunities for rehabilitation and redevelopment. NJCC will use the same survey that we designed for our current planning process with Stand Up for Salem.

Market-Related Data: Building on the parcel survey, we will assemble and analyze data on homeownership and absentee ownership of residential units; housing market conditions, including home sales volumes and prices, mortgages, and residential building permits over the last five years; other property information, including which properties are city-owned, and levels of tax arrears; and violent crime levels to understand the market dynamics of each of the five subareas.

Analysis of City Policies: Finally, we will review and analyze City of Salem ordinances, policies and procedures relevant to the housing strategy elements listed above, including the rental registration ordinance, landlord registration application, policies for conveying city-owned properties, and tax abatement policy, as well as others that may be identified in our meetings with City officials, in order to identify potential amendments that may help the City better implement its housing strategy.

Fee for Services

NJCC will charge \$40,000 for these services to be paid in two installments: \$10,000 at project start, and \$30,000 upon acceptance of the final product, or 30 days after submission of the final draft if no feedback has been received.

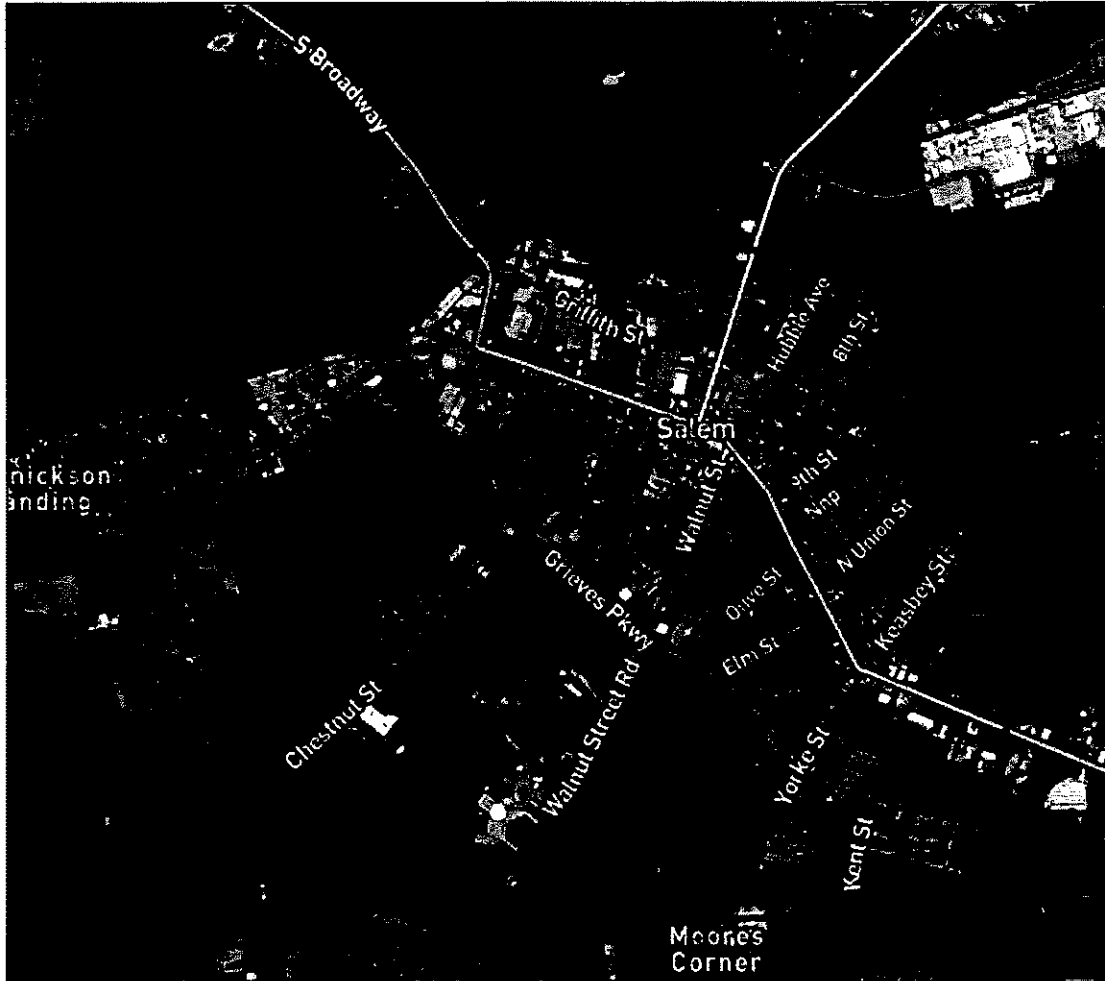
Project Team

This project will be co-led by Marc Dashield, Diane Sterner and project consultant Alan Mallach, with significant support from Community Strategies team members John Smith and Jason Rowe.

Responsibilities of City of Salem

The City of Salem will be responsible for providing all materials needed for the project, including city ordinances, policies and procedures; lists of properties that are city-owned, in foreclosure and tax delinquent, as well as the results of tax lien sales; agreements with state entities and others to provide support to Salem City in the form of financial resources, technical assistance or other resources; introductions to relevant partners and players; and other materials relevant to this project as may be requested. Key City elected officials and municipal staff will need to be available to meet with project team members as necessary.

Proposal to Create a Housing Strategy Plan for the City of Salem, New Jersey



Submitted by the Community Loan Fund of New Jersey, dba New Jersey Community Capital

June 27, 2022

**CITY OF SALEM
RESOLUTION 2022-175**

**A RESOLUTION APPOINTING CHARLES MATTHEW BAILEY
AS ZONING OFFICER OF THE CITY OF SALEM**

BE IT HEREBY RESOLVED by the Common Council of the City of Salem, County of Salem and State of New Jersey, that **CHARLES MATTHEW BAILEY** be and hereby is appointed Zoning Officer of the City of Salem, for a term of service ending December 31, 2022; however, such service shall be at the pleasure of the City Council and thus may be terminated at any time by the Council with or without cause, prior to December 31, 2022.

ATTEST:



Ben Angeli, RMC

CITY OF SALEM



Earl Gage, Council President

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

I, Ben Angeli, 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 6, 2022

7-6-22

Date



Ben Angeli, RMC

**CITY OF SALEM
RESOLUTION 2022-176**

**RESOLUTION IN SUPPORT OF SALEM CITY BEING DESIGNATED
HOME TO THE WIND INSTITUTE**

Whereas: the State of New Jersey has committed itself to be a Green Energy State and

Whereas: the State of New Jersey in conjunction with the New Jersey Economic Development Authority has embarked on a Wind Energy policy to develop an off shore industry which is expected to support \$500 million in new economic activity within the State and region each year, and

Whereas: the State of New Jersey will develop a first of its kind Wind Port in Lower Alloway Creek (Salem County) to support the industry in marshalling space, heavy lift wharfs, open access to the Atlantic Ocean, manufacturing, assembly, delivery, research and development of the Wind Industry, and

Whereas: the State of New Jersey sees fit to develop a Wind Port Institute to support further research and development in the Wind Industry, located at a separate standalone neutral place free from association within a larger institution, and

Whereas: The Wind Council recommends that the WIND Institute have a dedicated physical presence that will foster collaboration with stakeholders. To facilitate access, the Council recommends that this physical presence consist of a main headquarters and at least one satellite location. Based on the results of the Council's needs assessment and stakeholder feedback, the Council recommended the following considerations when determining the Institute's location:

- **Near the Offshore Wind Industry** – The Council recommends the location be near current or planned offshore wind activity.
- **Accessible and Supportive of Regional Collaboration** – The Council recommends the location accommodate easy travel options for both in-state and out-of-state stakeholders to encourage frequent, ongoing collaboration.
- **Allows for Creation of Special Purpose Facilities** – The Council recommends ensuring that the location has the flexibility to build special purpose facilities on site or nearby, allowing for the Institute to grow to accommodate changing workforce development needs.
- **Demonstrates Independence** – The Council recommends that the Institute be based in a standalone, neutral place, rather than within a larger institution. This will signal that all stakeholders are equally welcome and encourage diverse populations to engage with the Institute.
- **Signals Innovation** – The Council recommends that the location incorporate innovative design elements that embody New Jersey's innovative spirit.
- **Leverages Underutilized Assets** – The Council suggests that the location determination process take into consideration repurposing underutilized assets, and

Whereas: Salem City, NJ meets and exceeds each of the six criteria points of site selection.

1. Near the Offshore Wind Industry: Salem City is near the offshore wind activity in close proximity to the Wind Port and the Port of Paulsboro, both critical components of the Wind Industry. Businesses associated with the two ports will have research and developments departments on site in furtherance of the industry and their business. The majority of data collected from the offshore operations will be electronically collected and dispatched to the research divisions within the Wind Institute. The Port of Salem City is designated as a support port to the Wind Port. The Port of Salem will act as a support vessel's port to the marshalling ships, including research vessels. The Wind Institute has established the need for at least one (1) satellite station which would be best located along the eastern seaboard of NJ. The Port of Salem has direct rail which will also accommodate tourism passenger rail and dining cars.

2. Accessible and Supportive of Regional Collaboration: Salem City is Two hours Six minutes (2hr 6m) from New York City as is Atlantic City. Salem City is One hour Fifteen minutes (1hr 15m) from Trenton whereas Atlantic City is One hour Forty-One minutes (1hr 41m) from Trenton. Salem City is One Hour Fifty-Three minutes (1hr 53m) from Long Branch, NJ whereas Atlantic City is One Hour Twenty-Four minutes from Long Branch, NJ. The Delaware Memorial Bridge, the entry point to NJ for Southern and Western inbound traffic is located Ten minutes (10m) from Salem City.

3. Allows for Creation of Special Purpose Facilities: Salem City, is a distressed city with an abundance of city owned property, which will allow for large-scale growth of the institute. Additional property is located adjacent Salem City in Mannington, Pennsville and Quinton Townships. Salem City is in need of redevelopment in residential, commercial and industrial zones equally. On June 20, 2022, Salem City Common Council passed legislation declaring the entire city a redevelopment zone, which allows for non-competitive public bidding of city owned property, PILOT taxation plans and the right to rezone property at will.

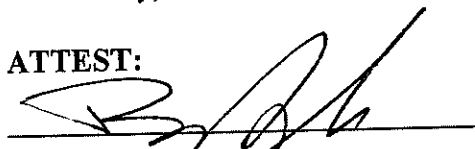
4. Demonstrates Independence: Salem County does not have large institutions as the other counties under consideration do. In this respect Salem City is the most standalone and neutral location that will welcome all stakeholders of diverse populations to engage with the Wind Institute. Salem City is currently a diversely mixed community and looks to further diversity to all.

5. Signals Innovation: Salem City, a 2.3 square mile walking community is ideally suited for innovative design, particularly along the downtown corridor of Broadway Street. Salem City Common Council embraces innovative re-design of the city by outside parties. Additionally, Salem County has proposed to the NJEDA that dummy Wind Turbines be installed at the base of the Delaware Memorial Bridge Plaza welcoming all to NJ, "Home of the Wind Industry." Currently the Plaza is barren, not utilized and in need of redevelopment. The County owned rail line, which terminates at the Port of Salem also accommodates tourism passenger rail and dining cars.

6. Leverages Underutilized Assets: Salem City is designated the #1 most distressed municipality in NJ. The city has been under State oversight in excess of Twenty (20) years. Salem City is in need of redevelopment with many distressed, vacant and abandoned property in both residential, commercial and industrial zones equally. Salem County is the 2nd poorest county in NJ.

Now, Therefore Be It Resolved, by the Common Council of the City of Salem, County of Salem and State of New Jersey, that it hereby supports designating Salem City, NJ as the Home of the Wind Institute.

ATTEST:


Ben Angeli, RMC

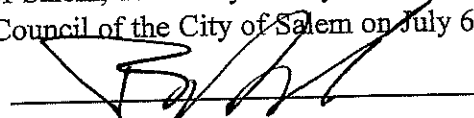
CITY OF SALEM


Earl Gage, Council President

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

I, Ben Angeli, 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 6, 2022

7-6-22
Date


Ben Angeli, RMC

**CITY OF SALEM
RESOLUTION 2022-177**

**A RESOLUTION APPROVING AGREEMENT BETWEEN THE
CITY OF SALEM AND THE FOP**

WHEREAS, negotiations have resulted in the proposed memorandum of agreement attached hereto for the purpose of establishing wages, hours and other terms of employment for the City Police Officers; and

WHEREAS, the City seeks to ratify the same.

NOW THEREFORE BE IT HEREBY RESOLVED by the Common Council of the City of Salem, County of Salem and State of New Jersey, that it consents to the execution of an agreement with the FOP incorporating the terms of the memorandum of agreement and in a form approved by Labor Council.

BE IT FURTHER RESOLVED that the Mayor is authorized to execute the agreement contingent upon final approval by the State Fiscal Oversight Officer of the Department of Community Affairs pursuant to its MOU with the City.

ATTEST:


Ben Angeli, RMC

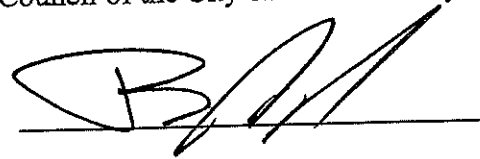
CITY OF SALEM


Earl Gage, Council President

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

I, Ben Angeli, 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 6, 2022

7-6-22
Date


Ben Angeli, RMC

**CITY OF SALEM
RESOLUTION 2022-178**

**RESOLUTION AUTHORIZING RE-BID FOR ENGINEERING SERVICES FOR
THE REPAIR OF THE BLEACHERS AT THE CITY FOOTBALL FIELD**

WHEREAS, by Resolution 2022-178 the City of Salem authorized Remington & Vernick Engineers to provide engineering services related to the repair of the bleachers at the City football field; and

WHEREAS, the City did not receive any bids for the repair of the bleachers at the City football field; and


WHEREAS, the City desires to seek bids again.

NOW, THEREFORE BE IT RESOLVED NOW, by the Common Council of the City of Salem, County of Salem and State of New Jersey, that Remington and Vernick are authorized to commence the services required to receive the bids for the repair of the bleachers at the City football field.

ATTEST:


Ben Angeli, RMC

CITY OF SALEM


Earl Gage, Council President

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

I, Ben Angeli, 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 6, 2022.

7-6-22
Date


Ben Angeli, RMC