

**MINUTES**  
**BOROUGH OF MAGNOLIA**  
**SPECIAL COUNCIL MEETING**  
**JANUARY 2, 2020**  
**6:00 PM**

In compliance with N.J.S.A. 10:4, Open Public Meetings Law, notice was given to two newspapers and posted, that a special council meeting of the Mayor and Council was scheduled for Wednesday, January 02, 2020 at 6:00 P.M. The Municipal Clerk took the roll call. The Borough Solicitor was also present.

The elected two Council people, Councilman DePrince and Councilwoman Bonamassa along with Mayor Cowling-Carson were sworn in by Daniel Long, Esq.

**Meeting Call to Order**

Mayor BettyAnn Cowling-Carson called the meeting to order.

Motion was made by Councilman Whalen, seconded by Councilman DePrince to open the meeting to the public. All Council voted aye.

No one from the public spoke.

Motion made by Councilman Krause, seconded by Councilman Whalen to close the meeting to the public. All Council voted aye.

**COUNCIL COMMITTEE APPOINTMENTS FOR 2020**

**PUBLIC SAFETY & COMPLIANCE:** Director Councilman DePrince, along with Councilman Whalen, and Councilman Saxton

**FINANCE & ADMINISTRATION:** Director Councilman Whalen, along with Councilwoman Bonamassa, and Councilwoman Martz

**PUBLIC WORKS & TECHNOLOGY:** Director Councilwoman Bonamassa, along with Councilman Whalen and Councilwoman Martz

**PLANNING/ZONING, CODES, LICENSING & STREET LIGHTING:** Director Councilwoman Martz, along with Councilman DePrince, and Councilman Krause

**PUBLIC EVENTS:** Director Councilman Krause, along with Councilman DePrince, and Councilman Saxton

**FACILITIES, RECREATION & COMMUNITY DEVELOPMENT:** Director Councilman Saxton, along with Councilwoman Bonamassa, and Councilman Krause

A motion was made by Councilman Whalen and Seconded by Councilman DePrince to approve Council Committee Appointments for 2020. Roll Call Vote was unanimous in the affirmative.

The following appointments were made by Mayor Cowling Carson with approval of Borough Council:

PLANNING BOARD COUNCILPERSON: Mary F. Martz

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INSURANCE COMMISSIONER(S):	Mark W. Godfrey, Anthony DePrince
SCHOOL BOARD LIAISON(S):	Anthony DePrince, Richard Krause
BOROUGH AUDITOR:	Bowman and Associates
OFFICE MANAGER:	Mark W. Godfrey
CHIEF FINANCIAL OFFICER	Shelley Strehle
AFFIRMATIVE ACTION OFFICIAL:	Mark W. Godfrey
PAYROLL ADMINISTRATOR:	Mark W. Godfrey
REGISTRAR – VITAL STATISTICS:	Christine M. Pippet
DEPUTY REGISTRAR-VITAL STATISTICS:	Mark W. Godfrey

A motion was made by Councilman Whalen and Seconded by Councilman Krause to approve Appointments for 2020. Roll Call Vote was unanimous in the affirmative.

The following appointment was made by Mayor Cowling Carson with approval of Borough Council:

BOROUGH PLANNER: Steven Bach, Bach Associates

A motion was made by Councilman DePrince and Seconded by Councilman Krause to approve Bach Associates as Borough Planner for 2020. Roll Call Vote was unanimous in the affirmative.

The following appointments were made by Mayor Cowling Carson with approval of Borough Council:

COMMUNITY DEVELOPMENT REP.:	Christine M. Pippet BettyAnn Cowling-Carson
CLEAN COMMUNITIES COORDINATOR:	Shelley Strehle

A motion was made by Councilman Krause and Seconded by Councilman DePrince to approve Appointments Community Development Representative and Clean Communities Coordinator for 2020. Roll Call Vote was unanimous in the affirmative.

The following appointment was made by Mayor Cowling Carson with approval of Borough Council:

BOROUGH PROSECUTOR: Cheryl Cohen

A motion was made by Councilman DePrince and Seconded by Councilman Whalen to approve Cheryl Cohen as Borough Prosecutor for 2020. Roll Call Vote was unanimous in the affirmative.

The following appointment was made by Mayor Cowling Carson with approval of Borough Council

BOROUGH PUBLIC DEFENDER: Michael Bonamassa

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A motion was made by Councilman DePrince and Seconded by Councilman Whalen to approve Michael Bonamassa as Borough Public Defender for 2020. Roll Call Vote was unanimous in the affirmative, with Councilwoman Bonamassa abstaining due to a conflict of interest.

The following appointment was made by Mayor Cowling Carson with approval of Borough Council

COURT ADMINISTRATOR:	Catherine Lawson
DEPUTY COURT ADMIN/VIOL.CLK:	Denise Strehle
COURT TAPE OPERATORS:	Maureen Bordzuk
FIRE CHIEF:	Paul Wolf
EMERGENCY MGMNT. COORDINATOR:	Anthony DePrince
EMERGENCY MGMNT. DEPUTY COORD.:	Chief Scott Paris
E-911 COORDINATOR:	Chief Scott Paris

A motion was made by Councilman DePrince and Seconded by Councilman Krause to approve Appointments for 2020. Roll Call Vote was unanimous in the affirmative

The following appointment was made by Mayor Cowling Carson with approval of Borough Council

ANIMAL REGISTRAR:	Christine M. Pippet
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A motion was made by Councilwoman Martz and Seconded by Councilman DePrince to approve Christine M. Pippet as Animal Registrar for 2020. Roll Call Vote was unanimous in the affirmative.

The following appointments were made by Mayor Cowling Carson with approval of Borough Council

HOUSING INSPECTOR:	Peter Simone
MULTI-DWELLING INSP.:	Peter Simone Mark W. Godfrey

A motion was made by Councilman DePrince and Seconded by Councilman Krause to approve Appointments for 2020. Roll Call Vote was unanimous in the affirmative

The following appointments were made by Mayor Cowling Carson with approval of Borough Council

PLANNING BOARD MEMBERS:	Michael Moore-Mayor Liaison - Class I William Kennedy – Class II Councilwoman Mary Martz – Class I Robert Brown – Class IV
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Ronald Ammen -Class IV  
Joseph Dymond – Class IV  
James Jarrett – Alternate #1  
Edward Mickens Jr.– Alternate #2  
Ray Ammen– Alternate #3  
Henry Gawronski– Alternate #4

A motion was made by Councilwoman Martz and Seconded by Councilman DePrince to approve Planning Board Member Appointments for 2020. Roll Call Vote was unanimous in the affirmative.

The following appointments were made by Mayor Cowling Carson with approval of Borough Council

ZONING OFFICER:	Deborah Simone
RECOMMEND. TO PLANNING BOARD:	Jeff Hanson (ERI) for Engineer Michael Ward for Solicitor

A motion was made by Councilwoman Martz and Seconded by Councilman Saxton to approve Deborah Simone as Zoning Officer and Recommendations to the Planning Board for Engineer and Solicitor Appointments for 2020. Roll Call Vote was unanimous in the affirmative.

The following appointments were made by Mayor Cowling Carson with approval of Borough Council

BOROUGH SAFETY OFFICER (JIF):	Mark W. Godfrey
CDL DRUG TEST COORDINATOR:	Joseph Miles Christine M. Pippet

A motion was made by Councilwoman Bonamassa and Seconded by Councilman DePrince to appoint Borough Safety Coordinator, Mark W Godfrey and CDL Drug Test Coordinator, Joseph Miles and Christine Pippet for 2020. Roll Call Vote was unanimous in the affirmative.

The following appointments were made by Mayor Cowling Carson with approval of Borough Council:

POLICE RECORDS CLERK:	Keith Cole
POLICE MATRON:	Margaret Wolf
FIRE POLICE:	Andrew McFadden James Jarrett Salvatore Papa Jeff Boerum Manny Alamo

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FIRE OFFICERS: Chief Paul Wolf  
Deputy Chief Matthew Wolf  
Captain Kevin Ritz  
Lieutenant Michael Brennan  
Engineer Josh Meddings  
Engineer George Britton  
Engineer Paul Wolf Jr.  
Fire Police Captain Andrew McFadden

A motion was made by Councilman DePrince and Seconded by Councilman Whalen to approve Appointments for 2020. Roll Call Vote was unanimous in the affirmative.

The following appointments were made by Mayor Cowling Carson with approval of Borough Council:

CLASS II OFFICERS: Christopher Galloway  
Brent Collins  
Jack Peterson  
Keith Cole

CROSSING GUARDS: Patricia Cowling  
Charles O'Kane  
Dorothy Kube  
Peg Wolf  
James Kendal  
Sharon Roche  
Ida Moorman  
Alison Wolf  
James Jarrett Jr.  
Judy Merrigan  
Marie Thistlewood  
Debra Ivecchia

A motion was made by Councilman DePrince and Seconded by Councilman Whalen to approve Appointments for 2020. Roll Call Vote was unanimous in the affirmative.

The following appointments were made by Mayor Cowling Carson with approval of Borough Council:

SENIOR CITIZEN COORDINATOR: Mary F. Martz

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A motion was made by Councilman DePrince and Seconded by Councilwoman Bonamassa to approve Mary Martz as Senior Citizen Coordinator for 2020. Roll Call Vote was unanimous in the affirmative.

**RESOLUTIONS**

- R2020-001** Resolution Designating Meeting Schedule For 2020
- R2020-002** Resolution Establishing Order Business
- R2020-003** Resolution Establishing Committees
- R2020-004** Resolution Designating Depositories
- R2020-005** Resolution Designating Authorized Signatures
- R2020-006** Resolution Designating Newspapers

A Motion Was Made by Councilman Whalen and seconded by Councilwoman Martz to authorize resolutions R2020-001, R2020-002, R2020-003, R2020-004, R2020-005, R2020-006. Roll Call Vote was unanimous in the affirmative.

- R2020-007** Delinquent Taxes, Sewer and Assessment Payments
- R2020-008** Resolution Designating the Holiday Policy for The Year 2020
- R2020-009** Resolution Adopting the Temporary Budget
- R2020-010** Resolution Reserving Balances

A Motion Was Made by Councilman Whalen and seconded by Councilwoman Martz to authorize resolutions R2020-007, R2020-008, R2020-009, R2020-010. Roll Call Vote was unanimous in the affirmative.

**R2020-011**

Resolution Authorizing the Appointment of The Borough Auditor

A Motion Was Made by Councilman Whalen and seconded by Councilwoman Martz to authorize resolution R2020-011. Roll Call Vote was unanimous in the affirmative.

**R2020-012**

Resolution Authorizing the Appointment of The Borough Solicitor

A Motion Was Made by Councilman DePrince and seconded by Councilman Krause to authorize resolution R2020-012. Roll Call Vote was unanimous in the affirmative.

**R2020-013**

Resolution Authorizing an Appointment of a Licensed Sewer Operator

A Motion Was Made by Councilman Krause and seconded by Councilman Whalen to authorize resolution R2020-013. Roll Call Vote was unanimous in the affirmative.

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**R2020-014**

Resolution Authorizing an Appointment of a Borough Engineer

A Motion Was Made by Councilman DePrince and seconded by Councilman Krause to authorize resolutions R2020-014. Roll Call Vote was unanimous in the affirmative.

**R2020-015**

Resolution Authorizing an Appointment of Bond Council

A Motion Was Made by Councilwoman Bonamassa and seconded by Councilman Whalen to authorize resolution R2020-015. Roll Call Vote was unanimous in the affirmative.

**R2020-016**

Resolution Designating A Supplemental Fire Service Program Coordinator and Approving the Utilization Report

A Motion Was Made by Councilman DePrince and seconded by Councilman Whalen to authorize resolution R2020-016. Roll Call Vote was unanimous in the affirmative.

**R2020-017**

Resolution Authorizing an Agreement for Professional Services Municipal Representative for The Joint Insurance Fund and The Municipal Excess Liability Fund

A Motion Was Made by Councilman DePrince and seconded by Councilman Whalen to authorize resolution R2020-017. Roll Call Vote was unanimous in the affirmative.

**R2020-018**

Resolution Appointing Fund Commissioner & Alternate Fund Commissioner Camden/Burlington Regional Employee Benefit Fund

A Motion Was Made by Councilwoman Bonamassa and seconded by Councilman Whalen to authorize resolution R2020-018. Roll Call Vote was unanimous in the affirmative.

**R2020-019**

Resolution of The Borough of Magnolia Authorizing Submission of Municipal Recycling Tonnage Grant Application and Designating Official Therefore

A Motion Was Made by Councilwoman Bonamassa and seconded by Councilwoman Martz to authorize resolution R2020-019. Roll Call Vote was unanimous in the affirmative.

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**R2020-020**

Resolution Authorizing the Appointment of Representative and Alternate to The Camden County Community Development Advisory Board

A Motion Was Made by Councilman DePrince and seconded by Councilman Whalen to authorize resolution R2020-020. Roll Call Vote was unanimous in the affirmative.

**R2020-021**

Resolution Authorizing the Appointment of Public Defender

A Motion Was Made by Councilman DePrince and seconded by Councilman Whalen to authorize resolution R2020-021. Roll Call Vote was unanimous in the affirmative, with Councilwoman Bonamassa abstaining due to a conflict of interest.

**R2020-022**

Resolution Authorizing the Appointment of Prosecutor

A Motion Was Made by Councilman DePrince and seconded by Councilman Whalen to authorize resolution R2020-022. Roll Call Vote was unanimous in the affirmative.

**R2020-023**

Resolution Authorizing the Tax Assessor to File Appeals and Added Assessments

A Motion Was Made by Councilman Whalen and seconded by Councilwoman Martz to authorize resolution R2020-023. Roll Call Vote was unanimous in the affirmative.

**R2020-024**

Resolution Appointing Planning Board Mayors Designee

A Motion Was Made by Councilwoman Martz and seconded by Councilman Saxton to authorize resolution R2020-024. Roll Call Vote was unanimous in the affirmative.

**R2020-025**

Cash Management Plan for The Borough of Magnolia

A Motion Was Made by Councilwoman Bonamassa and seconded by Councilwoman Martz to authorize resolution R2020-025. Roll Call Vote was unanimous in the affirmative.

**R2020-026** Resolution Appointing Public Agency Compliance Officer (P.A.C.O.)

**R2020-027** Resolution Appointing Animal Control Officer

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A Motion Was Made by Councilwoman Martz and seconded by Councilman Saxton to authorize resolutions R2020-026, R2020-027. Roll Call Vote was unanimous in the affirmative.

**R2020-028**

Resolution of The Governing Body of The Borough of Magnolia Relative to Audit Controls Required for The Issuance of Bonds by The Municipal Excess Liability Joint Insurance Fund

A Motion Was Made by Councilman Whalen and seconded by Councilwoman Martz to authorize resolution R2020-028. Roll Call Vote was unanimous in the affirmative.

**R2020-029**

Resolution Appointing Christopher Mecca Construction Official

A Motion Was Made by Councilwoman Martz and seconded by Councilman Whalen to authorize resolution R2020-029. Roll Call Vote was unanimous in the affirmative.

**R2020-030**

Resolution Appointing Edward Gorman Electrical Sub-code Official

A Motion Was Made by Councilwoman Martz and seconded by Councilman DePrince to authorize resolution R2020-030. Roll Call Vote was unanimous in the affirmative.

**R2020-031**

Resolution Appointing Ralph Jones Fire Sub-code Official

A Motion Was Made by Councilwoman Martz and seconded by Councilman DePrince to authorize resolution R2020-031. Roll Call Vote was unanimous in the affirmative.

**R2020-032**

Resolution Appointing Edward Toussaint Plumbing Sub-code Official

A Motion Was Made by Councilwoman Martz and seconded by Councilman DePrince to authorize resolution R2020-032. Roll Call Vote was unanimous in the affirmative.

**R2020-033** Resolution Appointing Shelley Strehle as Chief Financial Officer

**R2020-034** Resolution Appointing A Qualified Purchasing Agent (QPA)

**R2020-035** Resolution Appointing Mark W. Godfrey As Certified Tax Collector

**R2020-036** Resolution Appointing Mark Godfrey as Deputy Borough Clerk

**R2020-037** Resolution Appointing Christine M. Pippet As Local Registrar of Vital Statistics

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- R2020-038** Resolution Appointing Mark W. Godfrey As Local Deputy Registrar of Vital Statistics  
**R2020-039** Resolution Authorizing Additional Responsibilities of The Municipal Clerk  
**R2020-040** Resolution Designating Tax Search Officer

A Motion Was Made by Councilman Whalen and seconded by Councilman DePrince to authorize resolution R2020-033, R2020-034, R2020-035, R2020-036, R2020-037, R2020-038, R2020-039 and R2020-040. Roll Call Vote was unanimous in the affirmative.

**R2020-041**

Resolution Appointing A Professional Special Project Engineer as A Non-Fair and Open Contract

A Motion Was Made by Councilman DePrince and seconded by Councilman Whalen to authorize resolution R2020-041. Roll Call Vote was unanimous in the affirmative.

**R2020-042**

Resolution Appointing A Professional Information Technology Services as A Non-Fair and Open Contract

A Motion Was Made by Councilman Whalen and seconded by Councilman DePrince to authorize resolution R2020-042. Roll Call Vote was unanimous in the affirmative.

**COMMITTEE REPORTS**

**PUBLIC SAFETY & COMPLIANCE** – Councilman DePrince nothing to report at this time.

**FINANCE & ADMINISTRATION** – Councilman Whalen advised we are working with a temporary budget.

**PUBLIC WORKS & TECHNOLOGY** – Councilwoman Bonamassa there was an injury at Pubic Works, the employee was treated promptly.

**PLANNING/ZONING, CODES, LICENSING & STREET LIGHTING** – Councilwoman Martz nothing to report at this time.

**PUBLIC EVENTS** –Councilman Krause nothing to report at this time.

**FACILITIES & COMMUNITY DEVELOPMENT** – Councilman Saxton nothing to report at this time.

**MAYOR** – Mayor Cowling Carson nothing to report at this time.

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**CLAIMS APPROVAL**

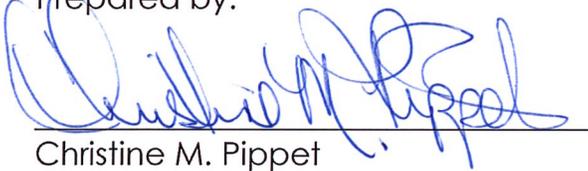
A list of the Claims has been submitted by the Treasurer for approval and individual vouchers are available for review.

A Motion Was Made by Councilman Whalen and Seconded by Councilman Martz. Roll Call Vote was unanimous in the affirmative.

**ADJOURNMENT**

A motion was made by Councilman Whalen and seconded by Councilwoman Martz to adjourn the meeting. Voice vote was unanimous in the affirmative. Motion carried.

Prepared by:



Christine M. Pippet  
Acting Borough Clerk  
Borough of Magnolia

Time: 6:40 PM