

**MINUTES  
BOROUGH OF MAGNOLIA  
438 W. EVESHAM AVENUE  
MAGNOLIA, NJ 08049  
WORK SESSION MEETING  
AUGUST 18, 2022**

**MEETING CALLED TO ORDER**

Mayor BettyAnn Cowling-Carson called the meeting to order at 7:01 p.m.

**“OPEN PUBLIC MEETINGS LAW” ANNOUNCEMENT**

This meeting is being conducted in full compliance with the “Open Public Meetings Law” and notices were sent to the Courier-Post and The Central Record. In addition, the notice was posted on the official bulletin board located at Borough Hall.

**FLAG SALUTE**

**ROLL CALL**

Councilwoman Paula Bonamassa, Councilman Anthony DePrince, Councilwoman Mary Martz, Councilwoman Shawn Parker, Councilwoman Shelley Wilson, and Mayor BettyAnn Cowling-Carson

Absent: Councilman Steven Whalen

**OTHER OFFICIALS PRESENT**

John Moustakas, Solicitor; Nick Bishop, Engineer; Sergeant Parker; Fire Chief Wolf; Linda Neff, Finance Clerk, Payroll Administrator; Colleen Dawson, CTC; Harry Wozunk, CPWM, CRP; and Krystel Arana, Municipal Clerk

Absent: Dan Long, Solicitor; Mark Basehore, Engineer; and Police Chief Paris

**APPROVAL OF PREVIOUS MEETING MINUTES:** March 17, 2022

Motion to Approve Previous Meeting Minutes:

Motion: Councilman DePrince      Second: Councilwoman Wilson

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

**ORDINANCES ON SECOND READING** – None

**ORDINANCES ON FIRST READING** – None

**PUBLIC COMMENT**

Katherine Rossbach, 309 Brooke Ave, Apt A12

Announced she signed new lease. Expressed her continued desire for rent control. Mayor Cowling-Carson responded by stating the Borough of Magnolia would not be moving forward with matter. Councilman DePrince added that through research, Council was not sure rent control would alleviate the problem of increases in rent as a result of economic factors and inflation. Councilwoman Martz mentioned that the Construction Department was working on a possible solution for informing residents that inspections have taken place and identifying concerns regarding failed inspections through reports. Katherine will be reaching out to the Municipal Clerk for information on the process of initiative and referendum.

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**RESOLUTIONS**

**2022-141** Acknowledging Retirement – Police Department – Robert Cocchi

Motion to Adopt Resolution 2022-141:

Motion: Councilman DePrince      Second: Councilwoman Parker

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

**2022-142 through 2022-143** Approving New Hires:

- Construction Department – Temporary Part-Time Office Assistant – Dawn Gagliardi

Motion to Adopt Resolution 2022-142:

Motion: Councilwoman Martz      Second: Councilwoman Parker

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

- Public Works Department – Temporary Part-Time Laborer – Solomon Still

Motion to Adopt Resolution 2022-143:

Motion: Councilwoman Bonamassa      Second: Councilwoman Martz

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

**2022-144 through 2022-145** Acknowledging Resignations – Public Works Department:

- Timothy Osman

Motion to Adopt Resolution 2022-144:

Motion: Councilwoman Bonamassa      Second: Councilwoman Martz

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

- Scott Cowling

Motion to Adopt Resolution 2022-145:

Motion: Councilwoman Bonamassa      Second: Councilman DePrince

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

**2022-146** Authorizing the Tax Collector to Participate in an Electronic Tax Sale

Motion to Adopt Resolution 2022-146:

Motion: Councilwoman Martz      Second: Councilwoman Parker

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

**2022-147** Authorizing Renewal Agreement of Membership in the Camden County Municipal Joint Insurance Fund

Motion to Adopt Resolution 2022-147:

Motion: Councilwoman Wilson      Second: Councilwoman Martz

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

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**2022-148** Approving Application for Social Affairs Permit – Haddon Heights in Progress – Magnolia Night Market – Retroactive Friday, August 12, 2022

Motion to Adopt Resolution 2022-148:

Motion: Councilman DePrince           Second: Councilwoman Parker

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

**2022-149** Payment #4 \$21,122.23 & Change Order #2 (FINAL) \$21,609.44: Think Pavers Hardscaping – 2020 CDBG and 2021 NJDOT Road Program

Motion to Adopt Resolution 2022-149:

Motion: Councilwoman Martz           Second: Councilwoman Parker

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

**2022-150** Authorizing Charges on Property for Maintenance

Motion to Adopt Resolution 2022-150:

Motion: Councilwoman Martz           Second: Councilwoman Wilson

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

**2022-151** Authorizing the Payment of Bills: \$1,303,571.28

Motion to Adopt Resolution 2022-151:

Motion: Councilwoman Bonamassa   Second: Councilwoman Martz

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

**BUSINESS LICENSE(S)**

Mahant 625 Inc – Convenience/Smoke Shop  
625 White Horse Pike

Sunday	6:00am-8:00pm
Monday	5:00am-9:00pm
Tuesday	5:00am-9:00pm
Wednesday	5:00am-9:00pm
Thursday	5:00am-9:00pm
Friday	5:00am-9:00pm
Saturday	6:00am-8:00pm

Krystel Arana, Municipal Clerk, stated the applicant had turned in their Board of Health Retail Food Inspection Report as requested at the previous meeting; striping of parking lot and property maintenance had also been taken care of by the applicant as asked for by the governing body. Councilwoman Parker reviewed the report and wants to see an additional sign-off from the County. Krystel suggested Council provide her with a checklist identifying the specific documents the governing body wants to see from each type of business in order to streamline the mercantile license application process. Councilman DePrince stated there should already be a checklist and

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asked the Municipal Clerk about the application being used. Krystel acknowledged the application being used by the previous clerk and mentioned that numerous department heads are already required to sign off. Councilwoman Parker and Councilman DePrince stated they would both provide me with the names of the documents they would like to see for each specific business type prior to approval.

Motion to Table Mercantile License:

Motion: Councilwoman Parker            Second: Councilwoman Martz

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

**COMMITTEE REPORTS**

**PUBLIC SAFETY**

Councilman DePrince

Police Dept. July 2022 Report on record in the Municipal Clerk's Office.

Presenting Patrolman Cocchi with proclamation and other retirement gifts at meeting being held on September 7<sup>th</sup>. The Magnolia Night Market was well attended. Next night market to take place on October 15<sup>th</sup>; time to be determined. Mayor Cowling-Carson requested material from all departments to hand-out. Councilwoman Parker requested an advertisement on the Borough's Facebook page.

**FINANCE, ADMINISTRATION & TECHNOLOGY**

Councilman Whalen

Tax Collector July 2022 Report on record in the Municipal Clerk's Office.

Tax sale was moved up a week as a result of it taking place the same week as League of Municipalities. Councilwoman Martz requested ARP grant application for the Historical Society.

**PUBLIC WORKS & MUNICIPAL FACILITIES/GROUNDS**

Councilwoman Bonamassa

Dept. of Public Works July 2022 Report on record in the Municipal Clerk's Office.

Elaborated on issue with SJ Gas and Lantier. Pump station problem resolved. Gave update on playground equipment. Harry Wozunk informed Council of concerns on the White Horse Pike regarding sinkhole(s).

**PLANNING/ZONING, CODES, LICENSING & STREET LIGHTING**

Councilwoman Martz

Zoning Dept. & Code Enforcement July 2022 Report on record in the Municipal Clerk's Office.

Experiencing issues with tenants claiming they never see inspectors; sticker created to be left by inspectors showing date and time on site. Councilwoman Parker suggested making the maintenance department of apartment complexes responsible for inspections, not the responsibility of the municipality. Application for Certificate of Occupancy being revamped to reflect number of pets. Announced that there will be no Planning Board meeting in August.

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**PUBLIC EVENTS & RECREATION**

Councilwoman Parker

Stated it has been a quiet month. Holidays on the fall agenda include Halloween and Christmas. Looking at dates on the calendar for the upcoming year. Will be regrouping with the Recreation Committee soon; seeking help with decorating the Borough as she was short of help last year.

**COMMUNITY/ECONOMIC DEVELOPMENT, INFRASTRUCTURE & COMPLIANCE,  
& COMMUNITY CENTER**

Councilwoman Wilson

Community Center booked; listed a couple of weekends the Community Center is closed due to being out of town. Would like to order new chairs. Scheduling of meetings for the Economic Development Committee still ongoing. Mayor Cowling-Carson suggested a resident she is familiar with for the Committee. Sent information to state on infrastructure compliance; is waiting to hear back. Councilman DePrince suggested applying for grants through FEMA. Councilman Whalen advised considering the budget for next year for floors, doors, etc.

**MAYOR**

Mayor Cowling-Carson

Spoke about preparations for League of Municipalities. Asked the Municipal Clerk to create a calendar reminder to advertise for flu site in October.

**ENGINEER**

Mark R. Basehore

August 2022 Report on record in the Municipal Clerk's Office.

Reviewed report with Council. Trying to accelerate the delivery of playground equipment. Gave update on road reconstruction projects.

**SOLICITOR**

Dan Long

None

**OLD BUSINESS** – None

**NEW BUSINESS**

Fee increase suggested by Debbie Simone, Technical Assistant to the Construction Official/Zoning Officer, for single family residential rentals

**2022-152 Authorizing an Executive Session Meeting**

Motion to Adopt Resolution 2022-152:

Motion: Councilwoman Wilson      Second: Councilwoman Parker

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz, Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

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Motion to Open Executive Session:

Motion: Councilwoman Wilson      Second: Councilwoman Parker

Motion to Close Executive Session:

Motion: Councilwoman Parker      Second: Councilwoman Martz

**2022-153** Authorizing the Return of Firearm Due to Retirement - R. Cocchi

Motion to Adopt Resolution 2022-153:

Motion: Councilman DePrince      Second: Councilwoman Parker

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz,  
Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

**ADJOURNMENT**

Motion to Adjourn Meeting: 9:28 p.m.

Motion: Councilwoman Bonamassa      Second: Councilwoman Wilson

Roll Call: Councilwoman Bonamassa, Councilman DePrince, Councilwoman Martz,  
Councilwoman Parker, Councilwoman Wilson, and Mayor Cowling-Carson

Prepared by:



Krystel M. Arana  
Municipal Clerk

