

**MINUTES  
BOROUGH OF MAGNOLIA  
438 W. EVESHAM AVENUE  
MAGNOLIA, NJ 08049  
WORK SESSION MEETING  
FEBRUARY 17, 2022**

**MEETING CALLED TO ORDER**

Mayor BettyAnn Cowling-Carson called the meeting to order at 7:00 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 bulletin board located at Borough Hall.

**FLAG SALUTE**

**ROLL CALL**

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

**OTHER OFFICIALS PRESENT**

Dan Long, Solicitor; Mark Basehore, Engineer; Sgt. James Parker; Fire Chief Wolf; Colleen Dawson, CTC; Harry Wozunk, CPWM, CRP; Paul Sexton, DPW, and Krystel Arana, Deputy Municipal Clerk

Absent: Police Chief Paris; Shelley Strehle, CFO, QPA; Leah Fowler, Finance Assistant

**APPROVAL OF PREVIOUS MEETING MINUTES** – January 5, 2022 & January 20, 2022

Motion to approve previous meeting minutes:

Motion: Councilman DePrince            Second: Councilman Whalen

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

Abstained: Councilwoman Wilson

**FIREMEN’S ASSOC. – MEMBERSHIP APPLICATION**

- Briana Valentine
- Frederick Caramiello
- Timothy Osman
- Joseph DeValerio

Motion: Councilman DePrince            Second: Councilwoman Wilson

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

**ORDINANCES ON SECOND READING**

**1-2022** Regulating the Salaries of the Officials and Employees of the Borough of Magnolia

OPEN PUBLIC COMMENT

None

CLOSE PUBLIC COMMENT

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Motion to Adopt Ordinance 1-2022 on Second Reading:

Motion: Councilman Whalen                      Second: Councilman DePrince

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

Abstained: Councilwoman Wilson

BE IT ORDAINED, by the Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey as follows:

SECTION 1. The following titles shall be paid within the listed ranges at the designated times to officials and employees of the Borough of Magnolia, County of Camden, State of New Jersey while in the employ of the Borough who hold or are appointed to positions below effective January 01, 2022:

**ADMINISTRATIVE/EXECUTIVE & FINANCIAL ADMINISTRATIVE**

MAYOR	SEMI-ANNUAL	\$ 5,000.00	\$ 11,000.00
COUNCILPERSON	SEMI-ANNUAL	\$ 5,000.00	\$ 10,000.00
BOROUGH CLERK	BI-WEEKLY	\$ -	\$ 70,000.00
DEPUTY BOROUGH CLERK	BI-WEEKLY	\$ -	\$ 55,000.00
CMFO/TREASURER	BI-WEEKLY	\$ -	\$ 75,000.00
CERTIFIED TAX COLLECTOR	BI-WEEKLY	\$ -	\$ 65,000.00
DEPUTY TAX COLLECTOR	BI-WEEKLY	\$ -	\$ 50,000.00
CONSULTANT	BI-WEEKLY/PER HOUR	\$ 20.00	\$ 45.00
TAX ASSESSOR	MONTHLY	\$ 7,000.00	\$ 15,000.00
INSURANCE COMMISSIONER	ANNUALLY	\$ 100.00	\$ 500.00
TEMP. CLERK	BI-WEEKLY/PER HOUR	\$ 15.00	\$ 45.00
INFORMATION/TECH COORDINATOR	MONTHLY	\$ 500.00	\$ 2,000.00
FINANCE ASST/SECRETARY	BI-WEEKLY/PER HOUR	\$ 15.00	\$ 30.00
ADMIN/OFFICE MANAGER	BI-WEEKLY	\$ 45,000.00	\$ 65,000.00
SSA CFO	BI-WEEKLY	\$ 45,000.00	\$ 65,000.00
SSA QPA	ANNUALLY	\$ 2,500.00	\$ 6,000.00
FACILITIES COORDINATOR	BI-WEEKLY	\$ 15,000.00	\$ 40,000.00
CUSTODIAL OPERATIONS	BI-WEEKLY	\$ 15,000.00	\$ 40,000.00
QPA/PURCHASING AGENT	BI-WEEKLY	\$ 5,000.00	\$ 15,000.00
MUNICIPAL ALLIANCE COORDINATOR	ANNUALLY	\$ 600.00	\$ 1,200.00
DEPUTY CLERK STIPEND	ANNUALLY	\$ 500.00	\$ 2,000.00
DEPUTY TAX COLLECTOR STIPEND	ANNUALLY	\$ 500.00	\$ 2,000.00
CDBG COORDINATOR	ANNUALLY	\$ 500.00	\$ 1,000.00
	<b>PUBLIC SAFETY</b>		
MUNICIPAL PROSECUTOR	MONTHLY/PER COURT	\$ 8,000.00	\$ 20,000.00
PUBLIC DEFENDER	MONTHLY/PER COURT	\$ 1,000.00	\$ 12,000.00
POLICE CHIEF	BI-WEEKLY	\$ 75,000.00	\$110,000.00
OEM COORDINATOR	YEARLY	\$ -	\$ 500.00
DEP OEM COORDINATOR	BI-WEEKLY	\$ 1,000.00	\$ 2,500.00

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CROSSING GUARD	BI-WEEKLY/PER DAY	\$ 40.00	\$ 50.00
POLICE RECORDS CLERK	BI-WEEKLY/PER HOUR	\$ 15.00	\$ 20.00
SPECIAL OFFICER CLASS I	BI-WEEKLY/PER HOUR	\$ 15.00	\$ 20.00
SPECIAL OFFICER CLASS II	BI-WEEKLY/PER HOUR	\$ 15.00	\$ 20.00
SPECIAL OFFICER CLASS II (40 HOURS)	BI-WEEKLY	\$ 35,000.00	\$ 47,000.00
FIRE CHIEF	MONTHLY	\$ -	\$ 4,000.00
FIRE MARSHAL	MONTHLY	\$ 4,000.00	\$ 40,000.00
COURT			
MUNICIPAL MAGISTRATE	MONTHLY/PER COURT	\$ 10,000.00	\$ 20,000.00
	MONTHLY (W/ CALL		
COURT ADMIN/VIOLATIONS CLERK	OUTS)	\$ 35,000.00	\$ 70,000.00
DEPUTY ADMINISTRATOR	BI-WEEKLY/PER HOUR	\$ 14.00	\$ 20.00
DEPUTY ADMINISTRATOR (COURT TIME)	BI-WEEKLY/PER COURT	\$ -	\$ 50.00
DEPUTY ADMINISTRATOR (CALL OUTS)	BI-WEEKLY/PER CALL OUT	\$ -	\$ 20.00
ASSISTANT VIOLATIONS CLERK	BI-WEEKLY/PER HOUR	\$ 14.00	\$ 18.00
ASSISTANT VIOLATIONS CLERK (CALL			
OUTS)	BI-WEEKLY/PER HOUR	\$ -	\$ 20.00
TAPE OPERATOR	MONTHLY/PER COURT	\$ -	\$ 50.00
SSA DEPUTY COURT ADMIN/VIOLATIONS			
CLRK	MONTHLY	\$ -	\$ 22,000.00
SPECIAL COURTS			
MUNICIPAL MAGISTRATE	PER SESSION	\$ -	\$ 400.00
MUNICIPAL PROSECUTOR	PER SESSION	\$ -	\$ 300.00
PUBLIC DEFENDER	PER SESSION	\$ -	\$ 200.00
COURT ADMINISTRATOR	PER SESSION	\$ -	\$ 150.00
DEPUTY COURT ADMINISTRATOR	PER SESSION	\$ -	\$ 50.00
DEPUTY VIOLATIONS CLERK	PER SESSION	\$ -	\$ 50.00
TAPE OPERATOR	PER SESSION	\$ -	\$ 50.00
CODES, LICENSING, ECONOMIC DEVELOPMENT			
CODE ENFORCEMENT INSPECTOR	MONTHLY	\$ 5,000.00	\$ 20,000.00
CODE ENFORCEMENT CRT	MONTHLY	\$ -	\$ 600.00
CONSTRUCTION OFFICIAL/BUILDING SUB			
CODE OFFICIAL	MONTHLY	\$ 5,000.00	\$ 15,000.00
MECHANICAL INSPECTOR	MONTHLY	\$ 1,000	\$ 6,000.00
TECHNICAL ASSISTANT	BI-WEEKLY/PER HOUR	\$ 15.00	\$ 20.00
FIRE SUBCODE OFFICIAL	MONTHLY	\$ 4,000.00	\$ 10,000.00
CONSTRUCTION CLERK TEMP	BI-WEEKLY	\$ 14.00	\$ 20.00

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ELECTRICAL SUB CODE OFFICIAL INC			
STIPEND	MONTHLY	\$ 4,000.00	\$ 12,000.00
PLUMBING SUB CODE OFFICIAL	MONTHLY	\$ 4,000.00	\$ 10,000.00
PLUMBING INSPECTOR INC STIPEND	MONTHLY	\$ 4,000.00	\$ 10,000.00
HOUSING INSPECTOR	MONTHLY	\$ 2,000.00	\$ 12,000.00
HOUSING INSPECTOR COURT	MONTHLY	\$ -	\$ 600.00
BUILDING INSPECTOR	MONTHLY	\$ 4,000.00	\$ 10,000.00
PLANNING BOARD SECRETARY	BI-WEEKLY	\$ -	\$ 9,000.00
PLANNING BOARD SOLICITOR	MONTHLY	\$ -	\$ 5,000.00
LABORER	BI-WEEKLY/PER HOUR	\$ 15.00	\$ 65.00
TEMPORARY CLERK	BI-WEEKLY/PER HOUR	\$ 14.00	\$ 20.00
	<b>PUBLIC WORKS</b>		
SUPERINTENDENT	BI-WEEKLY	\$ 40,000.00	\$ 85,000.00
SSA CPWM	MONTHLY	\$ 30,000.00	\$ 65,000.00
SUPERVISOR	BI-WEEKLY	\$ 45,000.00	\$ 65,000.00
FOREMAN	BI-WEEKLY	\$ 35,000.00	\$ 64,000.00
TEMPORARY LABORER	BI-WEEKLY/PER HOUR	\$ 15.00	\$ 19.00
RECYCLING COORDINATOR STIPEND	ANNUALLY	\$ 500.00	\$ 1,000.00
SEASONAL LABORER	BI-WEEKLY/PER HOUR	\$ 15.00	\$ 19.00
MECHANIC	BI-WEEKLY	\$ 25,000.00	\$ 68,000.00
CLEAN COMMUNITIES COORDINATOR	ANNUALLY	\$ 600.00	\$ 1,200.00
FOREMAN STIPEND	ANNUALLY	\$ 500.00	\$ 800.00
	<b>SELF LIQUIDATING UTILITY</b>		
PURCHASING AGENT	BI-WEEKLY	\$ 5,000.00	\$ 10,000.00
DEPUTY COLLECTOR	BI-WEEKLY	\$ 6,000.00	\$ 35,000.00
UTILITY CLERK	BI-WEEKLY	\$ 5,000.00	\$ 25,000.00
UTILITY ADMINISTRATOR	BI-WEEKLY	\$ 3,000.00	\$ 5,000.00
UTILITY AIDE/TEMPORARY	BI-WEEKLY/PER HOUR	\$ 14.00	\$ 20.00
OPERATOR	MONTHLY	\$ 2,000.00	\$ 10,000.00
DEPUTY FINANCE ADMIN	BI-WEEKLY	\$ 10,000.00	\$ 40,000.00
	<b>RECREATION PROGRAM</b>		
COMMUNITY CENTER COORDINATOR	MONTHLY/PER EVENT	\$ -	\$ 50.00
PUBLIC EVENTS COORDINATOR STIPEND	ANNUAL	\$ -	\$ 1,500.00

SECTION 2. In the event that emergency snowplowing is necessary, the Certified Superintendent of Public Works will be paid overtime at a regular hourly rate.

SECTION 3. The salaries and wages herein specified shall take effect January 1, 2022. They shall apply to the year 2022 and all subsequent thereto unless and until the same has been changed as provided by law.

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SECTION 4. All ordinances or parts of ordinances or resolutions or parts of resolutions inconsistent with the terms thereto, are repealed hereby to the extent as such.

SECTION 5. This ordinance shall take effect upon approval of the 2022 annual budget by the governing body and the State of New Jersey upon due passage and publication of this ordinance according to law.

**2-2022** Appropriating \$387,248.73 for the Acquisition of Various Pieces of Capital Equipment and Completion of Various Improvements in and for the Borough – 2021 American Rescue Plan  
OPEN PUBLIC COMMENT

None

CLOSE PUBLIC COMMENT

Motion to Adopt Ordinance 2-2022 on Second Reading:

Motion: Councilman Whalen                      Second: Councilman DePrince

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

Abstained: Councilwoman Wilson

BE IT ORDAINED, by the Borough Council of the Borough of Magnolia, County of Camden, State of New Jersey (not less than two-thirds of all the members thereof affirmatively concurring), as follows:

Section 1. There is hereby appropriated the sum of \$387,248.73 (which amount represents funds received by the Borough of Magnolia ("Borough") from the Federal government pursuant to the American Rescue Plan Act of 2021) for: (i) the acquisition of various pieces of equipment and completion of various sewer utility improvements in and for the Borough, together with the acquisition of all materials and equipment and completion of all work necessary therefor and related thereto in the amount of \$236,949.00; and (ii) the completion of various improvements to several municipal buildings and the acquisition and installation of various computer software, together with the acquisition of all materials and equipment and completion of all work necessary therefor and related thereto in the amount of \$150,299.73 (collectively, the "Project").

Section 2. It is hereby determined and stated that the Project set forth in Section 1 is a general capital improvement and is not a current expense of the Borough.

Section 3. The capital budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith, and the resolution promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services, is on file with the Borough Clerk and available for inspection.

Section 4. All ordinances, or parts of ordinances, inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 5. This ordinance shall take effect after final adoption and publication as required by law.

**ORDINANCES ON FIRST READING** – None

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**RESOLUTIONS**

**2022-48** Extending the Introduction and Adoption of the 2022 Budget

Motion to adopt Resolution 2022-48:

Motion: Councilman Whalen            Second: Councilwoman Bonamassa

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

**2022-49** Requesting Permission for the Dedication by Rider for Uniform Fire Safety Act Penalty Moneys Required – \$2,750.00

Motion to adopt Resolution 2022-49:

Motion: Councilman DePrince            Second: Councilwoman Parker

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

**2022-50** Establishing a Cooperative Pricing System – Camden County Educational Services Commission

Motion to adopt Resolution 2022-50:

Motion: Councilman Whalen            Second: Councilman DePrince

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

**2022-51** Appointing Electrical Subcode Official for the Construction Department – Henry Smith

Motion to adopt Resolution 2022-51:

Motion: Councilwoman Martz            Second: Councilman DePrince

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

**2022-52** Authorizing a Veteran Tax Deduction for the Tax Year of 2022 – 221 Arnold Place – Block 6.04, Lot 8 – \$250.00

Motion to adopt Resolution 2022-52:

Motion: Councilman Whalen            Second: Councilwoman Martz

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

**2022-53** Authorizing a Refund for the Overpayment of Property Taxes – 240 Lafayette Ave – Block 3.13, Lot 11 – \$1,512.40 to CoreLogic

Motion to adopt Resolution 2022-53:

Motion: Councilman Whalen            Second: Councilwoman Martz

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

**BUSINESS LICENSE(S)** – None

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**COMMITTEE REPORTS**

**PUBLIC SAFETY**

Councilman DePrince

Working on budget for Fire Marshal; hoping to decide by March. Would like local enforcement, if not, the state will continue to oversee. Ambulance going smoothly. Magnolia school was 1 out of 11 recognized for character; 3-year recognition.

**FINANCE, ADMINISTRATION & TECHNOLOGY**

Councilman Whalen

Plans on introducing the budget in the upcoming month; Shelley Strehle working hard to meet the deadline. Currently prioritizing capital budgets. Auditors are currently in the building. Tax Collector sent delinquent notices. Met with Mike Mangold from MCM Tech Solutions, with regards to new ticket procedure for problems related to IT; Krystal Arana coordinating.

**PUBLIC WORKS & MUNICIPAL FACILITIES/GROUNDS**

Councilwoman Bonamassa

Currently working on proposal and hoping to present final version soon. Spoke on trash routes; Harry Wozunk elaborated on issues. Paul Sexton gave overview of upcoming projects; everything is going well.

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

Councilwoman Martz

Thrilled to have Henry Smith on the team. Gave report on animal licensing for the year thus far.

**PUBLIC EVENTS & RECREATION**

Councilwoman Parker

Looking into putting together a meeting to get plans moving on events.

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

Councilwoman Wilson

Planning on attending meeting with regards to White Horse Pike Development plan. Gave update on Community Center rentals; Saturdays fully booked for the next couple to few months.

**MAYOR**

Mayor Cowling-Carson

Attended Mayor's Association meeting; spoke on rising issue of spotted lanternflies. County does not spray for mosquitos but will upon request. Rising cable bills; pending the receipt of information to share with residents and looking into other options. Open Space application in support of gazebo to be submitted and passed via resolution in March. Miss Magnolia application deadline approaching; need more applicants as there were only four applications submitted to date.

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**ENGINEER REPORT**

Mark R. Basehore

Gave status of current projects.

**SOLICITOR REPORT**

Dan Long

Received an email concerning ProChamps and elaborated on information; explained his perspective. County officials meeting in the upcoming days and is planning on presenting a list of concerns and questions; more details to come.

**OLD BUSINESS** – None

**NEW BUSINESS** – None

**CLAIMS APPROVAL**

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

Motion to approve claims submitted:

Motion: Councilman Whalen                      Second: Councilwoman Martz

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

**PUBLIC COMMENT** – None

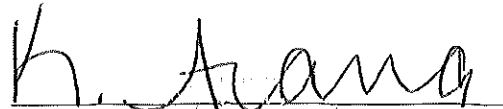
**ADJOURNMENT**

Motion to adjourn meeting: 8:15 p.m.

Motion: Councilwoman Martz                      Second: Councilman De Prince

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

Prepared by:



Krystel M. Arana  
Deputy Municipal Clerk