

**MINUTES
BOROUGH OF MAGNOLIA
438 W. EVESHAM AVENUE
MAGNOLIA, NJ 08049
REGULAR COUNCIL MEETING
FEBRUARY 2, 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

2022-41 Appointing Shelley Wilson to Serve on Council Until the Next General Election

Motion to adopt Resolution 2022-41:

Motion: Councilman Whalen Second: Councilwoman Martz

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

SWEARING IN OF COUNCILMEMBER – Shelley Wilson

ROLL CALL

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

Absent: Councilwoman Shawn Parker

OTHER OFFICIALS PRESENT

Dan Long, Solicitor; Steve Bach, Engineer; Police Chief Paris; Fire Chief Wolf; Shelley Strehle,
CFO, QPA; Leah Fowler, Finance Assistant; Colleen Dawson, CTC; Harry Wozunk, CPWM,
CRP; Paul Sexton, DPW, and Krystel Arana, Deputy Municipal Clerk

Absent: Mark Basehore, Engineer

APPROVAL OF PREVIOUS MEETING MINUTES: December 16, 2021 & December 30,
2021

Motion to approve previous meeting minutes:

Motion: Councilman Whalen Second: Councilwoman Martz

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

ORDINANCES ON SECOND READING – None

ORDINANCES ON FIRST READING

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

Motion to Adopt Ordinance 1-2022 on First Reading:

Motion: Councilman Whalen Second: Councilman DePrince

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

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

PUBLIC SAFETY

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
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

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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
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

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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
PUBLIC WORKS			
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
SELF LIQUIDATING UTILITY			
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
RECREATION PROGRAM			
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.

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

Motion to Adopt Ordinance 2-2022 on First Reading:

Motion: Councilman Whalen Second: Councilman DePrince

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

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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.

RESOLUTIONS

2022-42 Amending Resolution 2022-5 Establishing Responsibilities of Committees

Motion to adopt Resolution 2022-42:

Motion: Councilwoman Martz Second: Councilman DePrince

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

2022-43 Appointing Councilwoman Wilson to Committee

Motion to adopt Resolution 2022-43:

Motion: Councilwoman Martz Second: Councilman Whalen

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

2022-44 Amending Resolution 2022-23 Establishing the Rates of Interest for Delinquent Taxes, Utilities, and Assessments

Motion to adopt Resolution 2022-44:

Motion: Councilman Whalen Second: Councilwoman Bonamassa

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

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2022-45 Approving Change Order #1 – R.J. Walsh Associates, Inc. – Department of Public Works Fuel Pumps – \$3,910.90

Motion to adopt Resolution 2022-45:

Motion: Councilwoman Bonamassa Second: Councilwoman Martz

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

2022-46 Approving Temporary Appointment – Electrical Subcode Official – William Fischer

Motion to adopt Resolution 2022-46:

Motion: Councilwoman Martz Second: Councilman DePrince

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

2022-47 Waiving Road Opening and Plumbing Permit Fees for American Water Works – 518 Ashland Ave

Motion: Councilwoman Martz Second: Councilman Whalen

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

BUSINESS LICENSE(S) – None

COMMITTEE REPORTS

PUBLIC SAFETY

Councilman DePrince

Highlighted monthly reports for the EMS and Police Departments. Has been keeping busy working with beforementioned departments; Gloucester has obtained more EMS employees. Stated there is a new county Emergency Coordinator and is hoping things move a little quicker going forward. Councilwoman Martz asked Councilman DePrince if he has looked into a secretary for Bob Allen and he responded by saying that he and Fire Chief Wolf are looking to meet with Bob to get him situated.

FINANCE, ADMINISTRATION & TECHNOLOGY

Councilman Whalen

Briefly spoke on Ordinance 2-2022 and the allocation of the funds received through the American Rescue Plan of 2021; list of projects in Dropbox. Plans on modernizing the website. Welcomed Councilwoman Wilson.

PUBLIC WORKS & MUNICIPAL FACILITIES/GROUNDS

Councilwoman Bonamassa

Gave summary on reports submitted by the Department of Public Works.

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PLANNING/ZONING, CODES, LICENSING & STREET LIGHTING

Councilwoman Martz

Stated she and Debbie Simone, Technical Assistant to the Construction Official and Zoning Officer, were in the process of collecting and reviewing applications for permanently appointing someone to the position of Electrical Subcode Official.

PUBLIC EVENTS & RECREATION

Councilwoman Parker

Absent

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

Councilwoman Wilson

Looks forward to working on Community Center Rentals with Krystal Arana, Deputy Municipal Clerk, amongst other things in Magnolia.

MAYOR

Mayor Cowling-Carson

Welcomed Councilwoman Wilson to Council.

ENGINEER REPORT

Mark R. Basehore

Absent

Steve Bach briefly reviewed Mark Basehore's monthly report.

SOLICITOR REPORT

Dan Long

None

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, Councilman Whalen, Councilwoman Wilson, and Mayor Cowling-Carson

PUBLIC COMMENT – None

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ADJOURNMENT

Motion to adjourn meeting: 7:49 p.m.

Motion: Councilwoman Martz Second: Councilman Whalen

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

Prepared by:



Krystel M. Arana
Deputy Municipal Clerk