

**MINUTES
BOROUGH OF MAGNOLIA
438 W. EVESHAM AVENUE
MAGNOLIA, NJ 08049
REGULAR MEETING
OCTOBER 5, 2022**

MEETING CALLED TO ORDER

Mayor 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 official bulletin board located at Borough Hall.

FLAG SALUTE

Mayor Cowling-Carson requested a moment of silence for Governor James J. Florio

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; Nick Bishop, Engineer; Sergeant Huston; Linda Neff, Acting Chief Financial Officer, Payroll Administrator; Colleen Dawson, CTC; Paul Sexton, DPW Provisional Supervisor; and Krystel Arana, Municipal Clerk

Absent: Mark Basehore, Engineer; Police Chief Paris; and Fire Chief Wolf

APPROVAL OF PREVIOUS MEETING MINUTES: April 6, 2022 and April 21, 2022

Motion to Approve Previous Meeting Minutes:

Motion: Councilwoman Wilson Second: Councilwoman Martz

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

FIREMEN’S ASSOC. – MEMBERSHIP APPLICATION

- Emily Krause

Motion to Approve Firemen’s Assoc. Membership Application:

Motion: Councilman DePrince Second: Councilman Whalen

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

7-2022 Amending Title 5 Business Licenses and Regulations – Chapter 181 – Late Fee – Changing Due Date from January 31st to December 31st

Motion to Adopt Ordinance 7-2022 on First Reading:

**MINUTES
BOROUGH OF MAGNOLIA
438 W. EVESHAM AVENUE
MAGNOLIA, NJ 08049
REGULAR MEETING
OCTOBER 5, 2022**

Motion: Councilman Whalen Second: Councilwoman Martz

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

WHEREAS, the Mayor and Council of the Borough of Magnolia believe it is in the best interest of the residents of their municipality to amend certain provisions of Title 5 “Business Licenses and Regulations” – Chapter 181 – “Late Fee;” and

WHEREAS, the Governing Body of the Borough of Magnolia wishes to amend the beforementioned municipal code to reflect the following:

5.151-15.1 LATE FEE

Licensing fees are due and payable on or before December 31st annually. Mercantile licensing fees not paid on or before December 31st annually shall be subject to a late fee of \$25.00.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the Borough of Magnolia, County of Camden, State of New Jersey, that Title 5 “Business Licenses and Regulations” – Chapter 181 – “Late Fee,” of the Code of the Borough of Magnolia, shall be hereby amended to reflect the above.

BE IT FURTHER ORDAINED, all ordinances, or parts of ordinances, inconsistent with this ordinance, are hereby repealed to such inconsistencies.

BE IT FURTHER ORDAINED, all ordinances, or parts of ordinances, consistent with this ordinance, shall remain in full force and effect

BE IT FINALLY ORDAINED, that this ordinance shall take effect after adoption and publication according to law.

RESOLUTIONS

2022-176 Authorizing the Insertion of a Special Item of Revenue (Chapter 159) – FY2022 Patrick Leahy Bulletproof Vest Partnership (BVP) Grant \$1,426.62

Motion to Adopt Resolution 2022-176:

Motion: Councilman DePrince Second: Councilwoman Wilson

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

2022-177 Appointing New Hire – Police Department – Part-Time Crossing Guard – J. Hinkel

Motion to Adopt Resolution 2022-177:

Motion: Councilman DePrince Second: Councilwoman Martz

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

2022-178 Authorizing Employee Salaries for the Year 2022

Motion to Adopt Resolution 2022-178:

Motion: Councilman Whalen Second: Councilwoman Martz

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

**MINUTES
BOROUGH OF MAGNOLIA
438 W. EVESHAM AVENUE
MAGNOLIA, NJ 08049
REGULAR MEETING
OCTOBER 5, 2022**

2022-179 Authorizing Award of Bid – Underground Storage Tank Removal – Aurora Environmental, Inc. – \$25,520.00

Motion to Adopt Resolution 2022-179:

Motion: Councilman Whalen Second: Councilwoman Martz

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

2022-180 Awarding Coronavirus State and Local Fiscal Recovery Funds Established by the American Rescue Plan Act of 2021 to Local Nonprofit Organizations

- Fire Co \$5,000.00
- Ambulance Corps \$2,500.00
- Historical Society \$2,500.00

Motion to Adopt Resolution 2022-180:

Motion: Councilman Whalen Second: Councilwoman Martz

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

2022-181 Authorizing Award of Contract Under the Camden County Cooperative Purchasing System for the Furnishing and Delivering of Sodium Chloride (Road Salt) on an “As-Needed” Basis for the year 2022-2023

Motion to Adopt Resolution 2022-181:

Motion: Councilwoman Bonamassa Second: Councilwoman Martz

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

2022-182 Authorizing Cancellation of Property Taxes and Refund of Overpayment – 100% Disabled Veteran – Block 1.09, Lot 13

Motion to Adopt Resolution 2022-182:

Motion: Councilwoman Martz Second: Councilwoman Wilson

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

2022-183 Approving Application for Social Affairs Permit – Haddon Heights in Progress – Magnolia Night Market – Saturday, October 15, 2022

Motion to Adopt Resolution 2022-183:

Motion: Councilman DePrince Second: Councilwoman Wilson

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

2022-184 Acknowledging Shredding Event in Cooperation with the Camden County Board of Commissioners – Saturday, October 15, 2022

Motion to Adopt Resolution 2022-184:

Motion: Councilwoman Martz Second: Councilman DePrince

**MINUTES
BOROUGH OF MAGNOLIA
438 W. EVESHAM AVENUE
MAGNOLIA, NJ 08049
REGULAR MEETING
OCTOBER 5, 2022**

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

2022-185 Authorizing the Durning String Band to Use the Donald E. Wilson Community Center in Exchange for Performing at the Senior Luncheon

Motion to Adopt Resolution 2022-185:

Motion: Councilwoman Wilson Second: Councilman DePrince

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

2022-186 Authorizing Charges on Property for Maintenance

Motion to Adopt Resolution 2022-186:

Motion: Councilwoman Bonamassa Second: Councilwoman Martz

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

2022-187 Authorizing the Payment of Bills: \$664,172.55

Motion to Adopt Resolution 2022-187:

Motion: Councilman Whalen Second: Councilwoman Martz

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

BUSINESS LICENSE(S) – None

PUBLIC COMMENT

Megan Kindig, 415 Crestview Avenue

Informed Council of tree stump from fallen tree between house and community center. Councilwoman Bonamassa informed the resident of the history on the matter; significant cost to have removed that was not budgeted for as a result of having to rent the proper machinery in addition to the upcoming inclement weather that has to be taken into consideration such related to the winter season. Councilwoman Bonamassa assured the resident the matter would be pushed up the priority list. Paul Sexton, DPW Provisional Supervisor, explained that when his department went out to assess the situation, they were denied access by the previous homeowner. Megan Kindig stated former resident gave her different information. Dan Long, Solicitor, advised that residents need to be aware of what they are in the process of purchasing a property with regards to what they own and don't own.

COMMITTEE REPORTS

PUBLIC SAFETY

Councilman DePrince

Police Dept. & EMT September 2022 Reports on record in the Municipal Clerk's Office.

Emergency Operations Plan approved; should be receiving letter of approval soon. Ongoing Stratford ambulance concern; to update Council in the future. Attending fire prevention event

**MINUTES
BOROUGH OF MAGNOLIA
438 W. EVESHAM AVENUE
MAGNOLIA, NJ 08049
REGULAR MEETING
OCTOBER 5, 2022**

tomorrow night. Meeting with Magnolia Night Market organizers tomorrow night to do walk through. Reported State Fire Marshal provided update concerning Magnolia's fire inspections; Magnolia to continue to employ State Fire Marshal for the following year. Councilwoman Martz informed DePrince tree-trimming was scheduled Saturday morning to accommodate the Magnolia Night Market. Court is still behind on hearings as a result of COVID; however, revenue is increasing.

FINANCE, ADMINISTRATION & TECHNOLOGY

Councilman Whalen

Preparing for next year; shared services agreements. Asked Linda Neff, Acting Chief Financial Officer, to comment on upcoming process and procedures concerning budget preparation. The purchase order system will remain the same for now; eventually will convert to an electronic system. Planning on sending notices to vendors that will advise them not to accept orders without a purchase order; a requisition is not a purchase order. Department Heads to have access to funds in for them to know how much they have in order to avoid overspending. Transferring payroll system to more efficient software; Primepoint. Everything to happen gradually in phases. Payroll voucher system has been implemented for better record keeping. Upcoming electronic tax sale; November 9th. Updated ARP funding; examined what's been spent and considered pending projects.

Fire Chief Wolf arrived at 7:48 p.m.

PUBLIC WORKS & MUNICIPAL FACILITIES/GROUNDS

Councilwoman Bonamassa

Dept. of Public Works September 2022 Report on record in the Municipal Clerk's Office. Maintenance performed on storm drains. Inching closer to finalizing pump station repair. Met with window washing company; shared quotes with Council and is in the process of deciding whether to have windows cleaned quarterly or semi-annually. Looking into replacing bay windows next year. Paul Sexton, DPW Provisional Supervisor, reported he is waiting on someone to respond to his initial contact with regards to getting assistance with the online application, recycle coach. Submitted dates for calendar. Yard waste every other week. Starting Christmas preparations; resident poll determined theme to be breakfast with the Grinch. Received an inquiry from Little League concerning field maintenance. Councilwoman Bonamassa responded by stated the request will be considered for the following year.

PLANNING/ZONING, CODES, LICENSING & STREET LIGHTING

Councilwoman Martz

NOVA Development presented concept plan to the Planning Board; thinks it will look nice on the White Horse Pike. Debbie Simone, T.A.C.O., received complaints from residents residing at Coventry Place and is working with them to resolve the problems. All set for the upcoming rabies clinic. Looking into purchasing iPads for the inspectors so they can refer to inspection schedules and access the system to enter data without having to physically come into the office. Little League

**MINUTES
BOROUGH OF MAGNOLIA
438 W. EVESHAM AVENUE
MAGNOLIA, NJ 08049
REGULAR MEETING
OCTOBER 5, 2022**

requesting additional lights; will be updating Council on findings regarding utility costs to the borough.

PUBLIC EVENTS & RECREATION

Councilwoman Parker

Absent

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

Councilwoman Wilson

With members appointed to the Economic Development Committee, the next step is to schedule meetings. Accepting new Community Center rentals beginning November 1st; revamping application to make it more streamlined. Working on benches and tables for the parks; at least two ADA compliant.

MAYOR

Mayor Cowling-Carson

Listed upcoming end-of-the-year events on behalf of Councilwoman Parker who is absent: Magnolia Night Market which includes shredder; Camden County flu vaccination clinic located at the community center; Halloween parade and Trunk or Treat; rabies clinic; Veterans Day breakfast. Tax Collector to work on obtaining donations for candy canes. Advised Department Heads to submit contracts and appointments as soon as possible. Discussed cannabis and what surrounding municipalities are implementing; Solicitor further elaborated on revenue to the borough.

ENGINEER

Mark R. Basehore

Absent

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

Nick Bishop reviewed report topics such as NJDOT FY2022 Reconstruction of N. Albertson Avenue & Jefferson Avenue; Crestview Road Reconstruction; Albertson Park playground equipment delivery date pushed back to October 29, 2022 due to production delays; CDBG Year 42 and NJDOT FY2021 Road Program; 2022 Open Space Application; White Horse Pike Manholes; pump station upgrades; Ashland Avenue sinkhole, etc.

SOLICITOR

Dan Long

None

OLD BUSINESS – None

**MINUTES
BOROUGH OF MAGNOLIA
438 W. EVESHAM AVENUE
MAGNOLIA, NJ 08049
REGULAR MEETING
OCTOBER 5, 2022**

NEW BUSINESS

League of Municipalities coming up.

ADJOURNMENT

Motion to Adjourn Meeting: 8:42 p.m.

Motion: Councilwoman Martz Second: Councilwoman Wilson

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

Prepared by:



Krystel M. Arana
Municipal Clerk