



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

REGULAR MEETING MINUTES  
DOVER TOWN HALL  
37 N. SUSSEX ST., DOVER, NJ 07801  
MARCH 10, 2020

Mayor Carolyn Blackman called the March 10, 2020 Regular Meeting of the Mayor and Board of Alderman to order at 7:06p.m. and read the Sunshine Statement that the meeting was being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, N.J.S.A. 10:4-6. Notice of the meeting was sent to the Daily Record and Star Ledger on January 4, 2020 and published in the Record and Ledger on January 10, 2020. Notice was also posted on the Bulletin Board in Town Hall. Mayor Blackman also advised that under State Law that there is a no smoking in this public building and asked those in attendance to take notice of the emergency exits in the event of an emergency.

The Mayor then led those in attendance in the salute to the flag. Acting Clerk Schmidt then conducted the roll which resulted in the following:

Name	Present	Absent	Excused
Alderman Correa	X		
Alderman Tapia	X		
Alderman Ballesteros	X		
Alderwoman Rugg	X		
Alderwoman Cruz	X		
Alderman Valencia	X		
Alderman Quinones	X		
Alderwoman Wittner	X		
Mayor Blackman	X		

Following the roll, the Clerk announced that all members of the Governing Body were present and there was a quorum. Also present at the meeting was Acting Municipal Clerk John P. Schmidt, Deputy Town Administrator Carlos Sanchez and Town Attorney Timothy P. Downs.

Mayor Blackman then recognized Dover resident Rafael Castro, who is a Junior at Dover High School and recently scored his 1,000<sup>th</sup> point as a member of the basketball team. Rafael's teammates, coaches and family were in attendance. The Mayor presented Rafael with a plaque.

Following the recognition, the first item for consideration were the meeting minutes of February 25, 2020. Mayor Blackman asked for a motion to approve the Regular monthly meeting minutes of February 25, 2020. Alderman Ballesteros made a motion to approve the minutes, seconded by Alderwoman Wittner.

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>			X						
<b>Second</b>								X	
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The motion carried 9-0.

Mayor Blackman asked for a motion to approve the Executive (Closed) Session meeting minutes of February 25, 2020. Alderwoman Wittner made a motion to approve the minutes, seconded by Alderman Correa.

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>								X	
<b>Second</b>	X								
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The motion carried 9-0.

## REPORT OF COMMITTEES

### PRESENTATIONS OF COMMUNICATIONS, PETITIONS, ETC.

The first presentation which the Board heard was from Kevin Sidella of PROCHAMPS. Bill Isslin, Assistant Town Engineer explained the services PROCHAMPS currently provides, which is web based information for vacant and abandoned properties at no cost to the Town of Dover. PROCHAMPS received a portion of foreclosure registration fees.

Kevin Sidella, Director of Sales of PROCHAMPS gave a presentation about the services which PROCHAMPS provides. Since Dover has worked with PROCHAMPS in 2015, there have been a total of 1,121 registrations and \$963,650.00 have been remitted back to Dover in registration fees. Mr. Sidella explained that there are three types of properties: foreclosures, vacant and rentals. Currently PROCHAMPS does foreclosures for Dover and explained the process. Alderman Correa inquired where PROCHAMPS gets their foreclosure data from. Mr. Sidella explained that the data comes from a variety of sources but the data emanates from the county courthouse. Alderwoman Rugg asked the average time for a home to be registered and Mr. Sidella advised that it is 30 days. Alderman Ballesteros asked if their other services and if Dover is leaving money on the table by not utilizing other services. In response there was a discussion that currently Dover's ordinance requires foreclosure registration every 12 months. Some municipalities are going to 6 month intervals. If Dover wanted to do that the first step would be to amend the ordinance.

There was also some discussion about vacant property registration.

The Governing Body then heard a presentation about the NJTPA Dover and Rockaway Railroad Realignment Project from Bill Isslin and Scott Parker with NJTPA. Mr. Isslin spoke about the NJTPA project which is a joint project between the NJTPA and the county. The purpose is to optimize freight train travel and safety. In Dover there are currently 12 ungated crossings which goes thru the center of Town. The plan is to direct the line in Wharton and re-locate the line to NJ Transit tracks. The relocation of the line has been in Dover's Master Plan for about 20 years.

Alderman Ballesteros asked if the realignment would impact other areas in Town. Mr. Isslin explained that the line would run on NJ Transit tracks but that line has safety crossings. Alderman Correa asked what would happen to the existing railroad. Mr. Isslin said the plan has always been to create a park/walkway. There was some discussion about time. Currently this is a conceptual plan. The project would still require environmental studies and permitting and it may be a few years of work with the DEP and then another few years. The earliest completion would be 5-7 years. Alderwoman Rugg asked what the response was from other municipalities and it was stated that the response is positive. It was also discussed that the tracks are owned by the county and the operator maintains them. After the realignment there would have to be discussions between the Town and County.

The Board and the public then heard an update about COVID-19 from Anthony Rosario the Deputy OEM Coordinator and Public Health Nurse Eileen Cox. Mr. Rosario reported that the Town has been in contact with the Health Officer and information is on the Town's website. There has also been communication with St. Clare's hospital, schools and multiple departments. The Mayor asked if there were handouts for anyone in the public and the Town. It was stated they were in the back of the room and are available. Ms. Cox then explained COVID-19 and gave a detailed presentation about who is most at risk, the incubation period and ways to be prepared such as having a food supply for two weeks at home in the event it was needed. She explained that at present there is a lot of unknown about COVID-19 in terms of treatment and there is no known treatment. Following the presentation Mr. Rosario and Ms. Cox answered questions from the Board and the public.

#### **PUBLIC COMMENT ON AGENDA ITEMS ONLY**

After reading a statement and procedures for public comment, the Mayor then opened the floor up to the public who wished to make comments on agenda items only. Seeing that no one wished to comment, Mayor Blackman closed the public comment portion on agenda items only.

#### **APPROVAL OF VOUCHERS**

The Governing Body then considered the approval of the bill list / Res. 105-2020. A motion was made to approve the bill list and adopt Res. 105-2020, seconded by Alderwoman Cruz.

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>			X						
<b>Second</b>				X					
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The bills list / Res. 105-2020 was approved 9-0.

## APPROVAL OF RESOLUTIONS

### a) CONSENT AGENDA RESOLUTIONS

The Governing Body then acted on the following consent agenda resolutions:

- 1) Res. 106-2020 – Approving Transfer Resolution
- 2) Res. 107-2020 – Endorsing NJDOT Roadway Safety Improvements Project
- 3) Res. 108 -2020 – Supporting NJTPA Dover and Rockaway Railroad Realignment Project
- 4) Res. 109 -2020 – Authorizing Execution of a Contract with ProChamps
- 5) Res. 110 -2020 – Approving Award for DPW Generator
- 6) Res. 67-2020 – Resolution Congratulating Rafael Castro

A motion was made by Alderwoman Wittner, seconded by Alderman Ballesteros.

### Resolutions – 106-2020 to 110-2020 & 67-2020

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>								X	
<b>Second</b>			X						
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The consent agenda resolutions were approved 9-0.

### b) RESOLUTIONS FOR DISCUSSION AND CONSIDERATION

The Governing Body then considered non consent agenda resolutions. The first item was Res. 111-2020 – Approving Settlement Agreement in the matter of Sgt. Charles Peterson v. Town of Dover. A motion was made by Alderman Correa, seconded by Alderwoman Wittner.

**Resolution – 111-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>	X								
<b>Second</b>								X	
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The resolution carried 9-0.

The Governing Body then considered Res. 112-2020 – Adopting a Policy Regarding Banners. A motion was made by Alderman Ballesteros, seconded by Alderman Correa.

**Resolution – 112-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>			X						
<b>Second</b>	X								
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The resolution carried 9-0.

The Governing Body then considered Res. 113-2020 – Authoring Installation of Banners for St. Clare’s Dover Hospital. Alderman Ballesteros asked about the dates, which Acting Clerk Schmidt explained per the resolution. Alderwoman Rugg asked if this was a one-time thing. Deputy Administrator Sanchez stated that it is a one-time approval and any other requests would have to come before the Board of Aldermen and made in writing. Alderman Correa made a motion to adopt the resolution, seconded by Alderwoman Cruz.

**Resolution – 113-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>	X								
<b>Second</b>					X				
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The resolution carried 9-0.

The Governing Body then considered Res. 114-2020 – Appointing Commissioners to the Dover Housing Authority. A motion was made by Alderman Correa, seconded by Alderwoman Rugg.

**Resolution – 114-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>	X								
<b>Second</b>				X					
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The resolution carried 9-0.

The Governing Body then considered Res. 115-2020 - Appointing Members to the Dover Board of Health. A motion was made by Alderman Correa, seconded by Alderman Ballesteros.

**Resolution – 115-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>	X								
<b>Second</b>			X						
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The resolution carried 9-0. The appointees who were present were asked to stand and were recognized.

The Governing Body then considered Res. 116-2020 – Authorizing a Temporary Contract Not to Exceed \$17,500 to DHM Consulting, LLC. A motion was made by Alderwoman Wittner, seconded by Alderman Correa.

**Resolution – 116-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>								X	
<b>Second</b>	X								
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The resolution carried 9-0.

The Governing Body then considered Res. 117-2020 – Resolution Amending Resolution 90-2020. A motion was made by Alderwoman Wittner, seconded by Alderman Correa.

**Resolution – 117-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>								X	
<b>Second</b>	X								
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

The resolution carried 9-0.

The Governing Body then considered Res. 118-2020 – Resolution Supporting 2020 US Census Count. A motion was made by Alderwoman Wittner, seconded by Alderman Correa.

**Resolution – 118-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>								X	
<b>Second</b>	X								
<b>Yes</b>	X	X	X	X	X	X	X	X	X
<b>No</b>									
<b>Abstain</b>									

There resolution carried 9-0.

**ORDINANCES FOR SECOND READING/ADVERTISED HEARINGS**

**INTRODUCTION OF ORDINANCES**

**UNFINISHED OR NEW BUISNESS / ALDERMEN COMMENTS**

Acting Municipal Clerk Schmidt informed the Governing Body then within the next few weeks they would be receiving communication about the annual FDS form filing process and explained the process.

Alderwoman Wittner the raised the topic of potentially livestreaming the next meeting in light of COVID-19 so that people could watch the meeting from home. After discussion, on unanimous consent, without objection the Board of Aldermen instructed the professionals to investigate the viability of conducting livestreaming if it is in the publics best interest and the Town has the resources to do so.

**PUBLIC COMMENT:**

Two residents (did not provide name) are parents of children in the schools. They explained there is a group of concerned parents about issues going on after school. Explained some of the issues going on after school, including around Route 46 as well as bullying. Mayor Blackman thanked the residents for the information and the Town would follow up.

Charles Perez, 15 Lawrence St., Dover, NJ. Mr. Perez spoke about his church and issues regarding homelessness in the community and helping the homeless. In particular ways to get people out of homelessness.

Rosana Anastasio, 32 Belmont Ave., Dover, NJ. Ms. Anastasio spoke about police and security issues with the schools and wanted to invite the Mayor and Board to the next group meeting of parents.

Stacey Gregg, 40 Sunrise Rd., Wharton (Rockaway Township) NJ. Mrs. Gregg commented that she couldn't make the last meeting and about livestreaming. She also mentioned she has a passion for transparency and spoke about simultaneous translation in both languages.

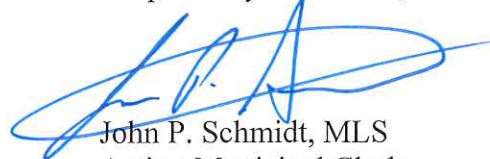
Seeing that no one else wished to speak, the Mayor closed the public portion of the meeting.

Alderman Correa then commented that the Special Committee working to replace Chapter 2 is making progress and if everything goes well, the Ordinance will be introduced at the next meeting. He also commented that the Finance Committee as well as other committees have been busy. He spoke about the financial condition of the Town and explained the Town's debt went up from \$9,760,928.00 in January 2016 to \$40,970,449.00, a 319% increase which totals \$31,209,521.

The Mayor also recognized Carlos Sanchez for his efforts in regards to the budget.

The Mayor then entertained a motion to adjourn. Alderwoman Wittner moved to adjourn, seconded by Alderwoman Cruz. On voice vote, 9-0 (Aldermembers Correa, Tapia, Ballesteros, Rugg, Cruz, Valencia, Quinones, Wittner and Mayor Blackman in favor) the meeting was adjourned at 8:45p.m.

Respectfully Submitted,



John P. Schmidt, MLS  
Acting Municipal Clerk