



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

REGULAR MEETING MINUTES
DOVER TOWN HALL
37 N. SUSSEX ST., DOVER, NJ 07801
April 14, 2020

Mayor Carolyn Blackman called the April 14, 2020 Regular Meeting of the Mayor and Board of Alderman to order at 7:01p.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 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, Town Attorney Timothy P. Downs and Chief Law Enforcement Officer Jonathan Delaney.

Mayor Blackman asked for a motion to approve the minutes of March 24, 2020. Alderwoman Wittner made a motion to approve the minutes, seconded by Alderwoman Rugg

APPROVAL OF MINUTES

a) March 10, 2020 Regular Monthly Meeting

	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
Motion								X	
Second				X					
Yes	X	X	X	X	X	X	X	X	X
No									

Abstain									
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The minutes were approved 9-0.

Following the approval of the Minutes, Mayor Blackman gave a report on COVID-19. The Mayor stated that it is a challenging and trying time and that we have lost 9 residents of our community to this virus. She asked everyone to please keep these families in their thoughts and prayers. She said that those we have lost are parents, mothers, sons, daughters, grandparents, neighbors and friends.

Mayor Blackman reported that as of today, 301 people from Dover have tested positive for COVID-19. The Mayor said that Dover must do better and that this is a matter of life or death. She asked everyone to please stay home, wash hands frequently and to practice social distancing by staying 6 feet apart. Additionally she asked community members to only go out if they have to, as it is our collective responsibility to ensure we stop the spread of COVID-19.

The Mayor stated that since the start of the pandemic, the Town's approach has been one of education, information and awareness to all the residents and businesses owners.

Mayor Blackman then recognized and thanked Town Employees and First Responders, local businesses, especially restaurants, residents who work in the healthcare and law enforcement fields, and to those who work in essential industries that are sustaining our society. Mayor Blackman said that all of them risk their health and the health of their families in order to help others and sustain our society.

She also encouraged individuals to support local businesses including the many restaurants that continue to operate in our Town and asked people to consider ordering delivery.

She reported that since the start of the pandemic in early March, Town officials have participated in numerous long phone calls with County, State and Federal Officials. The Mayor provided an update on the phone/text line, which was established and commented that more than 300 calls, text messages, and emails from residents have been received and responded to. She also reported on the Dover United Network, which is a partnership of 6 local Churches with Food Pantries, 24 local restaurants, non-profits, and volunteers. The Town of Dover has referred more than 200 residents who have received assistance. The Mayor specifically recognized some of the churches/food pantries.

1. First Memorial Presbyterian Church
2. First United Methodist Church
3. Grace United Methodist Church
4. Saint John's Episcopal Church
5. Salvation Army Dover Corps
6. Trinity Lutheran Church & Faith Kitchen

The Mayor also reported with the assistance and leadership of Enrique Roibal from Enrique Printing, (who she called a local hero) and the untiring assistance of Angel Cordero, Jr. Emily Cordero, Fernando Barrios, Maria Borda and her husband, and all the Alderman and Alderwoman, that more than 1100 hot meals have been delivered to residents of Dover who are sick, disabled, elderly homeless or who unable to get out of their homes. She recognized the following businesses in addition to Enrique Printing and asked the Deputy Town Administrator to read a list of businesses.

1. PEMA Food Market
2. Costco Wharton
3. Shop Rite Dover and Shop Rite Wharton
4. Alonsos Restaurant
5. Pan Pizza Bakery
6. Sabor Latino Restaurant
7. Rico Pan Bakery
8. Oh Que Rico Bakery
9. Delikositas Dover
10. Delikositas Rockaway
11. Las Brisas Restaurant
12. La Fonda Restaurant
13. El Katacho Restaurant
14. Monchys Colombian Grill
15. La Bamba Restaurant
16. Tierras & Sabores Restaurant
17. Pancho Villa Restaurant
18. Arepas Paisas Restaurant
19. Lauras Coffee Resturant
20. Praderas Restaurants
21. La Amazonia
22. Brenda Lee Taqueria
23. Gelato Envy
24. Latino American Supermarket

The Mayor called the list of businesses and volunteers a coalition of love and solidarity that has shown the power of love and the power of the people of Dover coming together.

Additionally, she thanked Alderwoman Jessica Cruz for her work in securing a donation from Costco, who donated a full pallet of vegetables and fruits, which were distributed to seniors at our Senior Buildings.

The Mayor also reported that groceries, milk, and meats have been distributed to 530 families during the last two Fridays thanks to a partnership between the Table of Hope Mobile Food Pantry and the Town of Dover. She explained that The Table of Hope is a project of the Spring

Street Community Development Corporation led by Reverend Sidney Williams and the Mayor expressed her thanks to them and the approximate 40 volunteers who have helped pack and deliver the groceries to our residents' doors steps during the last two Fridays.

The Mayor also reported that the Town has had teleconferences with more than 150 local business owners to provide information and answer questions about the relief programs from the New Jersey Economic Development Authority (NJEDA). The information was useful for local owners seeking to apply for grants or loans.

Mayor Blackman also spoke about the Town's efforts in launching a massive Educational and Awareness Campaign to inform and guide our residents on COVID-19 and where to get help, as part of this comprehensive campaigns. Some of the items which she reported about are:

- Marked the sidewalks near the entrance of 30 essential businesses in town to ensure customers know the 6 feet of distance.
- Mailed a flyer in English and Spanish to 5960 homes and businesses in Dover.
- Distributed more than 4000 flyers to the essential businesses that are opened in Dover.
- Have key messages in the town's video screens and the digital road signs.
- Printed 100 signs and place them at 20 key locations in our town.
- Our Town website and Facebook page are frequently updated to provide the latest information.
- Town Officials such as the Deputy Town Administrator, the Code Enforcement and Licensing Personnel are working closely and daily with business owners to ensure social distancing and all the guidelines are followed inside their businesses.
- Police patrols periodically the business district area and the municipal parks and fields to ensure gatherings are not occurring and social distancing is followed. Most of the police cars are using their speaker system to make announcements in English and Spanish as they patrol the Downtown Area and neighborhoods.
- The town public announcement system is making announcements in English and Spanish periodically.

Mayor Blackman also stated that the Town has kept the Municipal Building open for business and that the Town is open for business via phone and email. She said that in order to protect Town employees, the Municipal Building is operating at a reduced capacity and our residents or anyone who needs assistance are encouraged to call or email the respective department.

In looking ahead, the Mayor reported that the Town is currently looking at spaces and to possibly install some Urban Vegetable Gardens, where the community can grow vegetables locally for our local food pantries who service our residents most in need.

Mayor Blackman also reminded everyone that water, sewage, trash and recycle collection is still running on schedule.

In closing her remarks she also thanked the Aldermen and Alderwomen who continue to deliver meals, groceries and baby supplies to residents. The Mayor said that the COVID-19 pandemic and economic crisis is affecting us all and that we are working 24 hours / 7 days a week to protect and serve all the residents of our community. Mayor Blackman said that with the compassion and solidarity of all our residents, businesses, town employees and volunteers, we will overcome!

PUBLIC COMMENT ON AGENDA ITEMS ONLY

After the reading of a statement and procedures for public comment, the Mayor 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. 129-2020. A motion was made to approve the bill list and adopt Res. 129-2020 by Alderman Ballesteros, 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
Motion			X						
Second								X	
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

The bills list / Res. 129-2020 was approved 9-0.

APPROVAL OF RESOLUTIONS

-CONSENT AGENDA RESOLUTIONS

- 1) Res. 130-2020 – Appointing Class II Special Police Officers
- 2) Res. 131-2020 – Setting Salary for Constituent Affairs Coordinator
- 3) Res. 132 -2020 – Awarding a Professional Services Contract for IT Consulting Services to Nisivoccia Consulting
- 4) Res. 133-2020 – Authorizing Discharge of Mortgage with Cynthia J. Murdock

The Governing Body then considered the Consent Agenda Resolutions. The Mayor asked Chief Law Enforcement Officer, Captain Jonathan Delaney to speak about Res. 130-2020. Captain Delaney said that the Department is in need of Class II officers. He explained that Class II officers are part time police officers who work up to 20 hours per week and that adding these officers would help the Department, including to increase visibility and patrols in the downtown area.

With no additional comments or objections to the consent agenda, Alderman Ballesteros made a motion to approve Resolutions 130-2020 to 133-2020, seconded by Alderwoman Rugg.

Resolutions – 130-2020 to 133-2020

	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
Motion			X						
Second				X					
Yes	X		X	X	X	X	X	X	X
No		X							
Abstain									

The Consent Agenda Resolutions were approved 8-1.

-RESOLUTIONS FOR DISCUSSION AND CONSIDERATION

The Board then considered Res. 134-2020 – Authorizing a Temporary Contract for Special Counsel Services with Robert J. Greenbaum in an amount not to exceed \$17,500.00. A motion was made by Alderwoman Cruz, seconded by Alderwoman Rugg to adopt Resolution 134-2020.

Resolution – 134-2020

	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
Motion					X				
Second				X					
Yes		X	X	X	X	X	X	X	X
No									
Abstain	X								

Resolution 134-2020 was approved by a vote of 8-0-1.

ORDINANCES FOR SECOND READING/ADVERTISED HEARINGS

(The Aldermember Member Moving the Motion / Ordinance, the Aldermember Seconding and the Votes of Each Member are included in the tables below, the description of each vote. All motions to open for public hearing, close the public hearing and adopt each Ordinance for second reading were approved by a 9-0 vote of the Governing Body of the Town of Dover)

The Governing Body then considered Ord. 10-2020 - Ordinance of the Town of Dover, County of Morris and State of New Jersey amending Chapter 2 (Administration of Government) of the Code of the Town of Dover.

Motion to Open Public Hearing

	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
Motion								X	
Second					X				
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

The Mayor opened discussion to the public. Seeing and hearing that no one wished to address the Governing Body, Mayor Blackman entertained a motion to close the public hearing.

Motion to Close Public Hearing

	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
Motion				X					
Second								X	
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

The Board then voted on the adoption of Ordinance 10-2020.

Adoption of Ordinance 10-2020

	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
Motion	X								
Second								X	
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

The Board the acted upon Ord. 11-2020 - Ordinance of the Town of Dover, County of Morris and State of New Jersey amending the Code of the Town of Dover and adding a new Section/Chapter entitled the Community Action Mediation Program Organization.

Motion to Open Public Hearing

	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
Motion			X						
Second				X					
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

The Mayor opened the discussion to the public. Seeing and hearing that no one wished to address the Governing Body, Mayor Blackman entertained a motion to close the public hearing.

Motion to Close Public Hearing

	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
Motion				X					
Second						X			
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

The Board the voted on the adoption of Ordinance 11-2020.

Adoption of Ordinance 11-2020

	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
Motion			X						
Second				X					
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

The Board the acted upon Ord. 12-2020 - Ordinance of the Town of Dover, County of Morris and State of New Jersey amending Chapter 57, Section 8 of the Code of the Town of Dover

Motion to Open Public Hearing

	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
Motion					X				
Second				X					
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

The Mayor opened the discussion to the public. Seeing and hearing that no one wished to address the Governing Body, Mayor Blackman entertained a motion to close the public hearing.

Motion to Close Public Hearing

	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
Motion			X						
Second	X								
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

The Board then voted on the adoption of Ordinance 12-2020.

Adoption of Ordinance 12-2020

	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
Motion								X	
Second				X					
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

INTRODUCTION OF ORDINANCES

There were no ordinances for introduction.

UNFINISHED OR NEW BUISNESS / ALDERMEN COMMENTS

Acting Municipal Clerk Schmidt spoke about the 2020 FDS filings. The Clerk reported that envelopes with information were mailed out and stated that if anyone has any questions, they can contact the Clerk’s Office. Mayor Blackman thanked the Clerk and asked what the deadline was. Mr. Schmidt responded that the deadline was April 30, 2020.

Acting Municipal Clerk Schmidt also spoke about the recent Morris County JIF meeting which he attended. He stated there is an online seminar / course that if completed by each member of the Governing Body, the Town would receive a \$250 credit in the Town’s annual assessment. He stated that he would be emailing information out with instructions and if members could take the course, it would be appreciated.

Alderwoman Rugg reported that she attended via phone the recent Board of Health meeting and gave an update as to the meeting.

Alderman Correa thanked the members of the administration, Mayor, Aldermembers and first responders for everything they are doing.

Mayor Blackman stated that at least two times per week, the Town is trying to be in contact with our senior housing buildings. She also said that the Town is also in regular contact with the Zufall Clinic, St. Clare’s and the Veterans Home as well as with Fr. Rod with the homeless shelter.

Deputy Administrator Sanchez echoed previous comments and recognized the Police, Fire and Emergency responders in these difficult times. He also reported that with everything going on, it is nice to report on positive things. Deputy Administrator Sanchez commented that the Fire Department received a call on April 8th for an 83-year-old resident who could not walk and tested positive. At the request of the family, he was transported to Morristown Medical Center. It was stated that his wife gave him a kiss and first responders took care of him. Mr. Sanchez said that typically this is the end of the story. However, today, the Fire Department received a

call from the family to thank them for their professionalism and allowing the wife to say goodbye. The resident was discharged from the hospital today. Thanks to our first responders, this is a success story.

The Mayor also mentioned the 2020 Census, which is going on. She encouraged residents to go online and take five minutes to complete it.

PUBLIC COMMENT:

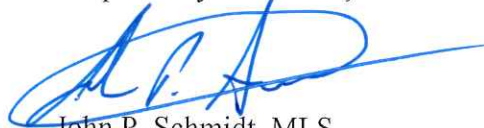
The Mayor then opened the meeting up to public comment.

Susan Shauer, 346 W. Clinton Street, Dover, NJ – Ms. Shauer stated she was surprised there was no discussion about consent agenda resolutions. She asked for an explanation about the resolution of the Class II Special Police Officers and what are their roles would be, she asked what the salary was for the Constituent Affairs Coordinator, and what is the salary for the IT Consultant. Acting Municipal Clerk Schmidt, responded to the questions. He explained that for the IT Consultant, the salary is based off the RFQ response. The firm had submitted a response to the RFQ with an hourly rate of \$165.00 per hour. In regards to the Special Class II Police Officers he stated that the salary is \$21.00 per hour up to 20 hours per week. Acting Clerk Schmidt stated that in the beginning of the year, the Department had four Special Police Officers which were approved by resolution but now currently only have two. The resolution tonight, authorized the hiring of three new officers, filling the vacant positions, and adding an additional Special Class II Officer. He also stated that the salary for the Constituent Affairs Coordinator was \$47,500. Ms. Shauer thanked the Acting Clerk for the answers.

With no one else wishing to address the Governing Body, Mayor Blackman closed the public portion of the meeting.

The Mayor then entertained a motion to adjourn. Alderwoman Wittner moved to adjourn, seconded by Alderwoman Rugg. On voice vote, 9-0 (Aldermembers Correa, Tapia, Ballesteros, Rugg, Cruz, Valencia, Quinones, Wittner and Mayor Blackman in favor) the meeting was adjourned at 7:56p.m.

Respectfully Submitted,



John P. Schmidt, MLS
Acting Municipal Clerk