



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

REGULAR MEETING MINUTES
DOVER TOWN HALL
37 N. SUSSEX ST., DOVER, NJ 07801
April 28, 2020

Mayor Carolyn Blackman called the April 28, 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 Licensing Inspector Patrick Laverty.

Mayor Blackman then provided an update since the last meeting on COVID-19. The Mayor reported that as of yesterday, the Town of Dover has 511 cases and 22 deaths. Mayor Blackman commented that we want to lift up the families impacted by COVID-19 in prayer and that our thoughts and prayers are with them.

The Mayor then thanked our first responders, Town employees, members of the Board of Aldermen, healthcare workers and many others for everything they are doing. Mayor Blackman reported that she and other town officials continue to have regular and weekly calls with the Governor's Office as well as the county, St. Clare's Hospital, Zufall Health Clinic, the Superintendent of Schools and Regency Grande among others. She said that it is important to stay informed and how to help each other.

Mayor Blackman also recognized and thanked local churches who have partnered with the Town, as well as the Salvation Army. The Mayor also spoke about the partnership between the Town of Dover and the Table of Hope mobile food pantry, which distributes food on Fridays. Mayor Blackman said that we started with 135 residents and last week, the 3rd Friday, over 300 people received assistance. Mayor Blackman thanked everyone in the community who is helping.

After making comments, Mayor Blackman asked for a motion to approve the minutes of April 14, 2020. Alderman Ballesteros made a motion to approve the minutes, seconded by Alderwoman Wittner.

APPROVAL OF MINUTES

a) April 14, 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									

The minutes were approved 9-0.

REPORT OF COMMITTEES

The Mayor then provided a report about the Economic Development Committee. She reported that the committee met, along with the Attorney to discuss some of the projects going on in the Town of Dover. The Mayor commented that it was a good meeting to discuss where things are going, as some things have stopped as a result of COVID-19. Mayor Blackman also reported that the Personnel Committee held a meeting as well.

PRESENTATIONS, MUNICIPAL CORRESPONDENCE

Following the committee report, the Mayor asked the Acting Municipal Clerk to discuss the Municipal Correspondence on the agenda. Acting Clerk Schmidt stated the Town received a letter from Mayor Janice Kovach of the Town of Clinton / 1st VP NJ League of Municipalities, which was sent to all municipalities in the Congressional District asking municipalities to contact or write a letter of support for United States House Resolution 6467 to the Speaker of the House, House Minority Leader and the Majority and Minority Leaders of the United States Senate. The letter was also sent out in conjunction with Congressmen Tom Malinowski. Mayor Blackman thanked the Clerk for the explanation and also thanked the Congressmen for advocating for municipalities, including Dover.

APPROVAL OF VOUCHERS

The Governing Body then considered the approval of the bill list / Res. 135-2020. Mayor Blackman asked for a motion to approve. A motion was made to approve the bill list and adopt Res. 135-2020 by Alderwoman Wittner, seconded by Alderwoman Rugg.

	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. 135-2020 was approved 9-0.

APPROVAL OF RESOLUTIONS

-CONSENT AGENDA RESOLUTIONS

- 1) Res. 136-2020 – Resolution for Energy Addendum Agreement
- 2) Res. 137-2020 – Authorizing a Temporary Professional Services Contract with Diego LaFuente Esq. of LaFuente Law, LLC to Provide Services for the Community Action Mediation Program Organization for a Total Contract Not to Exceed \$17,500.00.
- 3) Res. 138 -2020 – Approving Theatre License for 2020 – Centro Biblico
- 4) Res. 139-2020 – Approving a Class IV Mobile Vendor – Mauricio Marin of Coffee Special Shop.

The Governing Body then considered the Consent Agenda Resolutions. Acting Municipal Clerk read the resolutions by title and explained them. Both the Acting Clerk and Mr. Laverty explained Res. 136-2020. The Town of Dover is currently part of a consortium of municipalities which purchases electricity. The addendum extends Dover’s participation in the program and also will result in a lower rate for those participating, which is also lower than JCP&L. Collectively, residents in Dover who do participate have saved \$30,000 to date.

The Mayor asked for a motion to approve resolutions 136-2020 thru 139-2020. Alderman Ballesteros made a motion to approve Resolutions 136-2020 to 139-2020, seconded by Alderwoman Rugg.

Resolutions – 136-2020 to 139-2020

	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 Consent Agenda Resolutions were approved 9-0.

-RESOLUTIONS FOR DISCUSSION AND CONSIDERATION

Acting Municipal Clerk stated that Resolution 140-2020 was a resolution approving the renewal of Social and Athletic Club Licenses – Acropolis Social Club, Dover Hilltop Athletic, Casa

Puerto Rico and Club Colombia. He said that the change made was to separate each renewal into a separate Resolution.

The following resolution approving renewals of Social and Athletic Club Licensees were voted on by voice vote.

Resolution – 141-2020 – Acropolis Social Club

	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 resolution passed 9-0.

Resolution – 142-2020 – Dover Hilltop Athletic Club

	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 resolution passed 9-0.

Resolution – 143-2020 – Casa Puerto Rico

	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		

The resolution passed 8-0-1.

Resolution – 143-2020 – Club Columbia

	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
No									
Abstain			X			X			

The resolution passed 7-0-2.

The board then acted on an additional resolution, Resolution 144-2020, extending the grace period to pay property taxes concluding to June 1, 2020. The Acting Municipal Clerk explained that today, the Governor issued an Executive Order allowing municipalities to extend the grace period to pay second Quarter property tax bills. The Acting Municipal Clerk read the resolution in full. The Mayor then asked for a motion. A motion was made by Alderwoman Cruz to adopt Resolution 144-2020, seconded by Alderwoman Wittner.

Resolution – 144-2020 – Extending the Grace Period to Pay Property Taxes

	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 resolution passed 9-0.

OLD BUISNESS

The Acting Municipal Clerk reminded everyone that FDS forms need to be filed by April 30th. There was a slight extension given but he asked everyone who has not filed to file. He also reported that the Town is about halfway toward full compliance with filing FDS forms. He also reminded members of the governing body about the MEL/JIF Online Course Seminar. For each official who takes the online seminar, the Town receives a \$250 credit. The Acting Clerk thanked Alderwoman Rugg and Mayor Blackman for completing the seminar.

Mayor Blackman then asked if there were any comments from the board. Hearing none, she opened the public comment portion of the meeting and asked if any member of the public wished to speak. Hearing that no members of the public wished to speak, Mayor Blackman closed the public comment portion of the meeting.

In closing the meeting, Mayor Blackman reminded everyone that Town Hall is still operating electronically using email. The Mayor also stated that some business is being conducted via

appointments. Mayor Blackman also reported that a number of residents are still coming to Town Hall to pay water bills. The Mayor also thanked the Board for their efforts during the crisis, the Acting Clerk for his help with meetings and the Deputy Administrator for leading and working with Town employees.

The Mayor also urged people to stay informed and stay home as much as possible, wear masks and be a part of the solution. The Mayor thanked everyone and reminded everyone to stay safe.

Mayor Blackman then entertained a motion to adjourn. Alderwoman Wittner moved to adjourn, seconded by Alderman Correa. On voice vote, 9-0 (Aldermembers Correa, Tapia, Ballesteros, Rugg, Cruz, Valencia, Quinones, Wittner and Mayor Blackman in favor) the meeting was adjourned at 7:34p.m.

Respectfully Submitted,



John P. Schmidt, MLS
Acting Municipal Clerk