



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

REGULAR MEETING MINUTES

Electronic Meeting

November 10, 2020 7:00 P.M.

Mayor Carolyn Blackman called the November 10, 2020 Regular Meeting of the Mayor and Board of Aldermen 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 October 1, 2020 and published in the Record and Ledger on October 5, 2020. Notice was also posted on the Bulletin Board and entrance doors of Town Hall. Notice was also sent to the Record and Ledger on November 4, 2020 that the meeting would just be held electronically instead of electronically and at 37 N. Sussex Street and published in the Record and Ledger

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

Name	Present	Absent	Excused
Alderman Correa	X – 7:12p.m.		
Alderman Tapia	X		
Alderman Ballesteros	X		
Alderwoman Rugg	X		
Alderwoman Cruz	X – 7:13p.m.		
Alderman Valencia		X	
Alderman Quinones	X		
Alderwoman Wittner	X		
Mayor Blackman	X		

Six member of the governing body were present and there was a quorum. Also in attendance was Interim Business Administrator John O. Bennett, Acting Municipal Clerk John P. Schmidt and Municipal Attorney Tim Downs.

PRESENTATIONS, MUNICIPAL CORRESPONDENCE

The Board then heard a Presentation of Best Practices Inventory which was done by Interim Administrator John O. Bennett. Mr. Bennett explained the Best Practices process and the scoring criteria. He stated that the Town has to score a minimum of 16 and scored 19, which means that the level of State Aid would remain the same. Mr. Bennett stated the CFO, Mr. Gross is working on some of items in the Inventory and the inventory was sent to the state.

Alderwoman Rugg asked what were the numbers in the prior inventory. Mr. Bennett explained that an answer could not be given really because some of the answers previous listed as “yes” were not really “yes”. Mr. Bennett stated that the 19 “yes” this year were solid.

[Alderman Correa and Alderwoman Cruz joined during the presentation which was announced following the presentation on the Inventory]

ORDINANCES FOR FIRST READING

The Board then acted upon Ordinances for Introduction which were on the agenda.

The first Ord. was Ord. 26-2020 – Ordinance of the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey Authorizing a Special Emergency Appropriation in the Amount of \$600,000 to Fund Contractually Required Severance Liabilities Resulting From the Layoff or Retirement of Employees.

Mayor Blackman asked Mr. Bennett to explain the Ordinance. Mr. Bennett explained that this year because of COVID-19 the state is allowing municipalities to pay these costs over five years instead of in one budget year. This year the Town has had payouts in the amount of \$590,000 including a high of over \$100,000 in payout monies. Mr. Bennett said the Town has two choices, to pay it out this year which would impact the budget this year or pay it out over five years which would allow for more fiscally sound planning. He stated that the Town does not anticipate payouts like this again and that most of these issues were ones that were inherited.

Alderman Ballesteros asked what the interest payments would be. Mr. Bennett said the interest would be 2% or less, so the interest rate would be roughly \$12,000 the first year and would go down each year.

Mayor Blackman asked Mr. Bennett that the reason for doing this is so that the Town does not deplete its fund balance and most of these charges occurred in 2019. Mr. Bennett stated that the Mayor was correct and that the three highest amounts were payouts from 2019 that were paid out in 2020.

Attorney Downs mentioned that she spoke with Mr. Gross and it does look like the interest payments will be below 2%. A motion was made by Alderman Correa to introduce Ord. 26-2020, second by Alderwoman Rugg.

Introduction of Ord. 26-2020

	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									

Ord. 26-2020 was introduced by a vote of 8-0.

The second Ord. was Ord. 27-2020 – Ordinance of the Town of Dover, County of Morris, State of New Jersey Authorizing a Special Emergency Appropriation in the Amount of \$3,276,014.

Mr. Bennett explained that the \$3,276,014 was the amount of the revenue shortfalls if the Town did not receive any additional revenues from November 6, 2020 until the end of the year. It was explained that the Town had to put that number in based on instructions by the state. Mr. Bennett stated the Town does not accept the final number to be close to the \$3.2 million but less. Currently the tax collection rate is 97% and is running strong. Mr. Bennett stated that there may be some shortfalls in certain areas. He also stated before anything is borrowed he would inform the Finance Committee.

Mayor Blackman commented on the steady tax rate. Mr. Bennett highlighted the three major revenue shortfalls which are Parking, Court and Hotel/Motel tax. Additionally, Mr. Bennett stated this does not guarantee monies will be borrowed but if they are borrowed the Town has to do this process.

A motion was by Alderwoman Wittner to introduce Ord. 27-2020, second by Alderwoman Rugg.

Introduction of Ord. 27-2020

	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									

Ord. 27-2020 was introduced 8-0.

The Board the considered Ord. 28-2020 – Ordinance of the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey Amending and Supplementing Chapter 72, Salaries and Compensation.

A motion was made by Alderman Correa to introduce Ord. 28-2020, second by Alderwoman Cruz.

Introduction of Ord. 28-2020

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

Ord. 28-2020 was introduced by a vote of 8-0.

APPROVAL OF BILLS

- 1) Approval of Bills List (Res. 249-2020)

The Board then considered Res. 249-2020, the Bills List. Alderman Ballesteros made a motion to adopt Res. 249-2020, second by Alderwoman Cruz.

Resolution 249-2020

	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									

Res. 249-2020 was adopted 8-0.

APPROVAL OF RESOLUTIONS

--- CONSENT AGENDA RESOLUTIONS

The Board then considered Res. 250-2020 – Resolution Authorizing the Adoption of the 2020 Morris County New Jersey Hazard Mitigation Plan Update. A motion was by Alderwoman Wittner to adopt Res. 250-2020, second by Alderwoman Rugg.

Resolution 250-2020

	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									

Res. 250-2020 was adopted 8-0.

--- RESOLUTIONS FOR DISCUSSION AND CONSIDERATION

The Board then considered Res. 251-2020 – Resolution Authorizing the CFO of the Town of Dover to Submit an Application to the Director of the Division of Local Government Services for Approval of a Special Emergency in the Amount of \$3,276,014, or Such Other Amount Certified by Such Director for the Purposes Set Forth in N.J.S.A. 40A:4-53(l) and/or N.J.S.A. 40A:4-53(m).

It was mentioned by Mr. Schmidt and Mr. Bennett that this Resolution is tied to Ord. 27-2020. A motion was made by Aldermen Correa to adopt Res. 251-2020, second by Alderwoman Cruz.

Resolution 251-2020

	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									

Res. 251-2020 was adopted 8-0.

The Board then considered Res. 252-2020 – Resolution Authorizing the Purchase of 4 2020 Chevrolet Tahoe LS 4WD Pursuit Vehicles in the amount not to exceed \$200,000 through the Educational Services Commission of New Jersey Cooperative Purchasing (ESCNJ) Contract#ESCNJ 17/18-44.

Funds for this purchase were made available from re-appropriating existing bond monies last month. A motion was made by Alderwoman Wittner to adopt Res. 252-2020, second by Alderwoman Rugg.

Resolution 252-2020

	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									

Res. 252-2020 was adopted 8-0.

NEW BUSINESS

Interim Administrator Bennett provided a report to the Board. Mr. Bennett reported on the increase in COVID not just in New Jersey but in Dover as well. Dover has seen roughly 200 new cases in the past two weeks. Mr. Bennett reported that an employee tested in positive and as a result Town Hall was closed early, sanitized and Mr. Bennett is following the direction from the Town's Health Officers.

Mr. Bennett reported that the Salary and Wages was put in front of the Board. He also stated that the CFO has done budget projections through the end of the year. The Town also received a report from our IT Cybersecurity Consultant and will be moving ahead with mandatory training. He also spoke about Cybersecurity issues and how preventative measures, including training can reduce our insurance premium.

He also spoke about reimbursement for certain COVID expenses. The total amount of expenses exceeds the amount that has been awarded to the Town. He stated that it is his hope, that if other Towns do not use the amounts they were awarded additional monies could be given to Dover.

He reported that the EMS billing which was put in place earlier this year has resulted in \$216,052 being collected by the Town. The Town budgeted \$250,000 in revenues which should be met.

Mr. Bennett and the Mayor also announced that the state awarded \$1.2 million dollars for the Dover Library Construction Project.

Mayor Blackman spoke about COVID and the importance of putting safety first. The Mayor reminded everyone to encourage people to wear masks. The Mayor stated that the Turkistanian Association is unable to do a meal program this year but have been generous in donating food to the Table of Hope, including 20 Turkeys. Mayor Blackman also stated that the bridge on Blackwell Street over the Rockaway River would be opening up within the next few weeks.

Mayor Blackman also wished everyone a Happy Thanksgiving and asked everyone to stay safe.

Acting Municipal Clerk Schmidt spoke about the Governor's Council on Alcoholism and Drug Abuse, which was adopted by Res. 44-2020. He explained that the Town had received a request to amend the resolutions as the funding and program amounts have changed due to COVID-19.

A motion was made by Alderwoman Wittner to adopt Res. 253-2020, second by Alderwoman Rugg amending Res. 44-2020.

Resolution 253-2020

	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									

Res. 253-2020 was adopted 8-0.

PUBLIC COMMENT:

Acting Municipal Clerk Schmidt read the procedures for public comment and the meeting was opened to the public.

Speaker: Susan Shauer

Address: 346 W. Clinton St., Dover NJ

Municipality/County: Town of Dover / Morris County

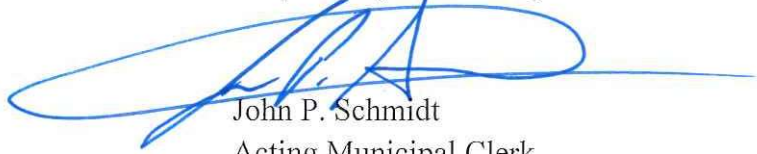
Ms. Shauer asked about the Municipal Alliance regarding the year and funding's. She also asked who the Director was and if all the funds were spent. Mr. Schmidt stated that the resolution request came in from Hector Quinones who is the Director of the Alliance for Victory Gardens and Dover. Mayor Blackman stated that we could reach out to Mr. Quinones and provide

answers. Mr. Schmidt asked Ms. Shauer to send an email with her questions and they would be passed along to Mr. Quinones. Ms. Shauer stated she would do so.

With no other business, the Mayor closed the public portion. Mayor Blackman also reported on one additional item. The Mayor reported that Gov. Murphy had closed indoor bars/restaurants after 10:00p.m., in an effort to try to curb the virus.

Mayor Blackman then asked for a Motion to adjourn at 8:05p.m. A motion was made by Alderman Correa, second by Alderwoman Rugg to adjourn the meeting at 8:05p.m. with the following members in favor: Aldermembers Correa, Tapia, Ballesteros, Rugg, Cruz, Quinones, Wittner and Mayor Blackman.

Respectfully Submitted,



John P. Schmidt
Acting Municipal Clerk