

BOROUGH OF WESTVILLE

**MAYOR & COUNCIL WORK SESSION
114 CROWN POINT ROAD
WEDNESDAY, JANUARY 23, 2008**

A regular work session was called to order by Mayor Galbraith at 7:30 p.m.

The meeting was opened with the salute and pledge of allegiance to the flag.

The Clerk read the opening statement.

Roll Call – Present:

Mayor Galbraith, Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

Absent: Councilman Baker

Also Present were:

Administrator Bittner, Clerk & Tax Collector Helder, Solicitor Chell, Police Chief Lederer and Public Works Manager Domico.

The Mayor advised that he will have his annual statement at the next meeting. He thanked everyone for their cards, flower and prayers during his illness. He stated that it is good to be back.

Meeting Minutes of January 2, 2008 and January 9, 2008

Motion by Councilwoman Rodgers was made to approve the meeting minutes of January 2, 2008 and January 9, 2008 as written. Second motion was made by Councilman Welsh and carried by unanimous voice vote.

PUBLIC COMMENT ON AGENDA:

No comment from the public.

REPORTS OF THE COMMITTEES:Committees:

Motion by Councilman Welsh was made to approve the Reports of the Committees, the 2007 Annual Tax Collector's Report, and the additional 2007 Annual Reports. Second motion made by Councilman Pennington and approved by unanimous roll call vote.

Roll Call – In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

OLD BUSINESS:

No comment from the public.

NEW BUSINESS:

The Mayor and Councilman Welsh discussed the appointment of Special Law Enforcement Officers, Class II. Motion by Councilman Welsh was made to appoint Nickolas T. Melis and Grant Roberts as SLEO II's, and a second by Councilman Ledrich, pending Borough/Departmental requirements. Motion carried by unanimous roll call vote.

Roll Call Vote – In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

RESOLUTION #33-08 Appointing Nickolas T. Melis as Special Officer Class II (SLEO II). (Res. Bk. 18)

A motion to approve the resolution was made by Councilman Ledrich and a second by Councilman Welsh. Motion carried by unanimous roll call vote.

Roll Call – In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

RESOLUTION #34-08 Appointing Grant Roberts as Special Officer Class II (SLEO II). (Res. Bk. 18)

A motion to approve the resolution was made by Councilman Welsh and a second by Councilwoman Rodgers. Motion carried by unanimous roll call vote.

Roll Call – In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

A letter from Consulting Engineer Services regarding a Proposed ACCUTAB Calcium Hypochlorite Table Feeder as required by the DEP was discussed by Public Works Manager Domico.

Motion by Councilman Welsh and a second by Councilman Ledrich. Motion carried by unanimous roll call vote.

Roll Call – In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilman Rodgers.

A motion to approve a CONTRACT for 2008 with Timothy W. Chell, Solicitor was made by Councilman Ledrich and a second by Councilman Welsh. Motion carried by unanimous roll call vote.

Roll Call Vote – In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

A motion to approve a CONTRACT for 2008 with Norman K. Rodgers, III, Engineer, was made by Councilman Welsh and a second by Councilwoman Rodgers. Motion carried by unanimous roll call vote.

A motion to approve the resolution was made by Councilman Welsh and a second by Councilwoman Rodgers. Motion carried by unanimous roll call vote.

Roll Call Vote – In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

RESOLUTION #30-08 Approving the 2007 Tonnage Grant Application. (Res. Bk. 18)

A motion to approve the resolution was made by Councilman Pennington and a second by Councilman Muhlbaier. Motion carried by unanimous roll call vote.

Roll Call Vote – In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

RESOLUTION #31-08 Appointing Nick L. Petroni, Auditor, for 2008 was discussed. (Res. Bk. 18)

A motion to approve the resolution was made by Councilman Welsh and a second by Councilman Ledrich. Motion carried by unanimous roll call vote.

Roll Call Vote – In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

A motion to approve a CONTRACT with Edmunds & Associates for Computer Systems & Hardware Maintenance was made by Councilman Ledrich and a second by Councilman Welsh. Motion carried by unanimous roll call vote.

Roll Call Vote – In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

COMMUNICATIONS:

1. A letter from the Gloucester County Board of Chosen Freeholders regarding Program Year 2008 CDBG Municipal Project Program was discussed by the Administrator.
2. A letter from GCUA amending the sanitary sewerage connection fee for fiscal year 2008 was received.
3. A letter from the Westville Fire District No. 1 regarding the County-Wide EMS System was received. Fritz Sims, Chairman of the Fire District, advised that a letter will be going out to all residents regarding the upcoming Fire District Election and why the Fire District feels it is not in the best interest of Westville to join the County E.M.S. Ambulance Services.
4. A letter from the Gloucester County Alliance for Action, Inc. regarding a Chapter meeting to be held on Feb. 8, 2008 at 8:15 a.m. at RiverWinds Community Center, West Deptford, was received.
5. A letter from Bach Associates, PC regarding the need for a Master Plan Re-Examination was received.
6. A letter from the Philadelphia International Airport Environmental Impact Statement regarding the revised schedule for issuance of the Draft Environmental Impact Statement was received.

BILLS & VOUCHERS:

A motion was made by Councilman Welsh and a second by Councilman Pennington to dispense with the reading of the bills. Motion was approved by unanimous voice vote.

A motion was made by Councilman Welsh and a second by Councilman Pennington to pay the bills. Motion was approved by unanimous roll call vote.

Roll Call – In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Pennington, Councilman Muhlbaier and Councilwoman Rodgers.

PUBLIC COMMENT:

No comment from the public.

COMMENTS FROM COUNCIL MEMBERS & DEPARTMENT HEADS:

The Administrator advised that he is attending a meeting tomorrow of the Gloucester County Economic Development Committee who were instrumental in obtaining façade grants for Westville. He also attended a meeting with Congressman Rob Andrews who requested that officials apply for worthwhile projects needed in Westville. Councilman Baker had requested that he look into storage for old Borough records. The Administrator advised that he has looked into this matter and has several suggestions. He advised that he has requested a contract from the new architect for the library renovations, but he has not received one yet. He requested a settlement date from the Solicitor for 217 Broadway. He discussed gutting the building at 200 Broadway. He also discussed the landlord licensing ordinance, advising that one landlord who has 15 properties in town has not paid water and sewer bills and owes over \$9,000. This matter will be looked into further.

Councilman Ledrich welcomed Mayor Galbraith back.

Councilman Welsh welcomed Mayor Galbraith back. He then advised that Liberty Tax Services opened their new business on Saturday and welcomed them to downtown Westville.

Councilman Muhlbaier welcomed Mayor Galbraith back, stating that he is looking forward to working with him.

Councilman Pennington and Councilwoman Rodgers also welcomed Mayor Galbraith back.

Public Works Manager welcomed Mayor Galbraith back.

Police Chief Lederer welcomed Mayor Galbraith. He then thanked the Governing Body for hiring two special officers.

RESOLUTION #32-08 approving an Executive Session to Discuss Personnel Matters regarding a Public Works employee. (Res. Bk. 18)

Motion made by Councilman Welsh, second by Councilman Ledrich. Motion approved by unanimous roll call vote.

Roll Call In Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

The meeting was recessed at 8:10 p.m. and Executive Session started at 8:20 p.m.

The meeting was reconvened at 8:43 p.m.

Councilman Welsh made a motion that all Public Works employees obtain their CDL License six (6) months from their date of hire, and all current employees must obtain their CDL License six (6) months from today, January 23, 2008. Councilman Ledrich approved the motion which carried by unanimous roll call vote.

Roll Call in Favor:

Councilman Welsh, Councilman Ledrich, Councilman Muhlbaier, Councilman Pennington and Councilwoman Rodgers.

All Borough Officials were excused for a meeting of a three (3) member panel to discuss a personnel matter with a Public Works employee, as required by the Public Works Contract and Borough Policy. The three (3) member panel consisted of Mayor Galbraith, Councilman Ledrich (Chair of the Highway Committee), Department Head, Donna Domico, Solicitor Chell and employee Devon Walton.

A motion to adjourn the meeting was made by Councilman Welsh, second by Councilman Ledrich, having no further business to discuss. Motion to adjourn carried by unanimous voice vote at 8:46 p.m.

Respectfully submitted,

Christine A. Helder, Municipal Clerk