

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

July 20, 2015 ~ 7:00 p.m.

Meeting Minutes

Mayor Welsh called the meeting to order at 7:12 p.m., followed by the Pledge of Allegiance.

The Deputy Clerk read the public notice and roll call was taken, with the following persons in attendance:

Present: Mayor Russell W. Welsh, Jr., Council President Michael O. Ledrich, Council Members: Paul C. Mailley, Charles D. Murtaugh and William C. Rebel
Administrator/Deputy Clerk William J. Bittner, Jr., Police Chief William Whinna, Public Works Manager Donna Domico, Engineer Jon Bryson, and Solicitor Timothy Scaffidi

Absent: Council Member Donna Moan, Council Member Fritz H. Sims and Municipal Clerk/Tax Collector Christine A. Helder

A motion to approve the June 15, 2015 meeting minutes was made by Councilman Murtaugh and seconded by Council President Ledrich. *Motion was approved by unanimous voice vote.*

REPORTS OF THE COMMITTEES FOR JUNE

A motion to approve the reports, as submitted, was made by Council President Ledrich and seconded by Councilman Mailley. *Motion was unanimously approved by voice vote.*

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

Joyce Lovell, 328 Summit Avenue inquired about the location of the snake removal and Chief Whinna responded it was on Summit Avenue.

OLD BUSINESS: Flooding & Train Issues

- ❖ Flooding Issues. Administrator Bittner advised the Borough was notified by the New Jersey Department of Transportation (NJDOT) about the reconstruction of the Route 130 Bridge scheduled for 2018 to help control the flooding at the Brooklawn circle. Administrator Bittner also advised NJDOT will also be reconstructing the Route 47 Bridge but does not have a date for the start of that project.
- ❖ Train Issues. Administrator Bittner advised this issue will be discussed in closed session.

Meeting Minutes

NEW BUSINESS:

JIF "SAFETY ON THE AGENDA" Presentation by Joe Henry from Hardenbergh Insurance

- ❖ Joe Henry advised the purpose of the presentation is to make the Governing Body aware of the TRICO JIF Safety Program. Mr. Henry apprised meeting attendees this year's safety topic is Cyber Liability. Mr. Henry commented the Borough of Westville was acknowledged at the annual TRICO JIF breakfast for a special recognition that was awarded to Tim Leahy for developing a program to keep employees hydrated during extreme heat conditions.
- ❖ Mr. Henry stated for 2014 the Borough was awarded \$2925.00 from the Safety and Wellness Program.
- ❖ Mr. Henry discussed Cyber Liability, which is the Risk Management topic for 2015. Mr. Henry asked the question "Do You Think You're At Risk for a CYBER attack" and also talked about when the City of Avalon, the Vineland Police Department and the Woolwich/Swedeseboro School System were hacked. Mr. Henry discussed how a data breach would harm the Borough and advised on how to avoid these problems.
- ❖ PRELIMINARY NEED INVESTIGATION REDEVELOPMENT STUDY LETTER of recommendation from the Land Use Board Block 99, Lots 5, 6, 7, 10, 11 and 12 meets the criteria to be an *area in need of redevelopment*. The Land Use Board is seeking approval of Mayor and Council for the Plan.
- ❖ PRESENTATION from Candace Kanaplue regarding the Redevelopment Study for Block 99, Lots, 5, 6, 7, 10, 11 and 12 (located at Deadline Drive and Edgewater Avenue). Ms. Kanaplue identified the owners of the properties, discussed time limits and provided handouts detailing project information.

Prior to introducing Ordinance 5-2015, Solicitor Scaffidi recommended the Ordinance be Introduced *In Title Only* so that it can be referred to the Planning Board for their review and that under the Statute, they have 45 days to respond to Mayor and Council.

Introduction of:

- ❖ ORDINANCE NO. 5-2015 ~ AN ORDINANCE OF THE BOROUGH OF WESTVILLE ADOPTING A REDEVELOPMENT PLAN FOR PARCELS KNOWN AS BLOCK 99, LOTS 5, 6, 7, 10, 11 AND 12 AND AS A NON-CONDEMNATION REDEVELOPMENT AREA

Motion to approve Ordinance No. 5-2015 was made by Council President Ledrich and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

Meeting Minutes

NEW BUSINESS: (Continued)

- ❖ RESULTS of Bids FY2014 NJDOT MUNICIPAL AID, Resurfacing and Safety Improvements to Crown Point Road opened on July 15, 2015:

<u>BIDDER</u>	<u>BID AMOUNT</u>
Think Pavers Hardscaping, Inc. 405 Helms Avenue, Swedesboro, NJ 08085	\$149,862.87
American Asphalt Company, Inc. 100 Main Street, West Collingswood Heights	\$154,866.50

Solicitor Scaffidi confirmed the bids were in order and he would have no problem if Mayor and Council awarded the bid to the lowest bidder.

- ❖ RESOLUTION NO. 80-2015 ~ AUTHORIZING THE GOVERNING BODY OF THE BOROUGH OF WESTVILLE TO AWARD THE BID FOR THE FY2014 NJDOT MUNICIPAL RESURFACING AND SAFETY IMPROVEMENTS TO CROWN POINT ROAD TO THINK PAVERS HARDSCAPING, INC. FOR THE TOTAL BID AMOUNT OF \$149,862.87

Motion to approve Resolution No. 80-2015 was made by Council President Ledrich and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

- ❖ AGREEMENT with Saint Francis Veterinary Center for Canine Remi from Chief Whinna. (Chief Whinna advised the cost at Saint Francis is less than half than previously paid to the University of Pennsylvania for the same services.)

Motion to approve the Agreement was made by Council President Ledrich and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

- ❖ AGREEMENT with "Virtua at Work Occupational and Employee Health Services Agreement" to conduct pre-employment drug screen and physicals.

Motion to approve the Agreement was made by Councilman Rebel and seconded by Council President Ledrich. *Motion unanimously approved by roll call vote.*

Introduction of

(Tabled from June 15, 2015)

ORDINANCE NO. 4-2015 ~ AN ORDINANCE AMENDING WESTVILLE CODE TO ADD A REQUIREMENT THAT A BUSINESS REGISTRATION CERTIFICATE IS REQUIRED FOR ANY PERSON CONDUCTING, OPERATING OR ENGAGING IN ANY BUSINESS LOCATED IN THE BOROUGH OF WESTVILLE

Mayor Welsh asked if the Ordinance committee met regarding this issue and Council President Ledrich stated, based on information they received from Administrator Bittner, along with the current explanation of what the Ordinance entails, there was no reason to meet. Councilman Murtaugh wanted to know if the "residential home occupations", mentioned at the bottom of the Ordinance, are included with the ones that need to be registered. Administrator Bittner stated anything that qualifies as a home business, according to that definition, would be excluded from the business registration.

Meeting Minutes

NEW BUSINESS: (Continued)

Motion to approve the Introduction of Ordinance 4-2015 was made by Council President Ledrich and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

CONSENT AGENDA: The items listed below are considered to be routine by the Borough of Westville and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.

Motion to authorize the use of the Consent Agenda was made by Councilman Murtaugh and seconded by Councilman Rebel. *Motion unanimously approved by voice vote.*

- ❖ RESOLUTION NO. 79-2015 ~ AUTHORIZING THE DESIGNATION OF CERTAIN PROPERTY WITHIN THE BOROUGH OF WESTVILLE AS AN AREA IN NEED OF NON-CONDEMNATION REDEVELOPMENT IN ACCORDANCE WITH THE LOCAL REDEVELOPMENT AND HOUSING LAW, N.J.S.A. 40A:12A-1 ET SEQ. [Block 99, Lots 5, 6, 7 ,10,11 and 12]
- ❖ RESOLUTION NO. 81-2015 ~ AUTHORIZING ISSUANCE OF THE 2015-2016 RETAIL LIQUOR LICENSE FOR BABALOUIE ENTERPRISES LLC.
- ❖ RESOLUTION NO. 82-2015 ~ AUTHORIZING A MONTHLY RENTAL INCREASE OF \$25.00 EACH FOR APARTMENTS "A" AND "B" LOCATED AT 128 CROWN POINT ROAD
- ❖ RESOLUTION NO. 83-2015 ~ APPOINTING CODY TRAENKNER AS A PART-TIME CLEAN COMMUNITIES SUMMER EMPLOYEE, EFFECTIVE JUNE 29, 2015
- ❖ RESOLUTION NO. 84-2015 ~ APPOINTING KATHLEEN CARROLL AS MUNICIPAL ALLIANCE COORDINATOR, EFFECTIVE JULY 1, 2015 THROUGH JUNE 30, 2016
- ❖ RESOLUTION NO. 85-2015 ~ REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION N.J.S. 40A: 4-87 IN THE AMOUNT OF \$500.00 TO THE ENVIRONMENTAL COMMISSION FROM THE GCIA FOR EARTH DAY CLEAN UP
- ❖ RESOLUTION NO. 86-2015 ~ EXTENDING THE DUE DATE FOR TAX BILLS FOR THE 3RD QUARTER OF 2015
- ❖ RESOLUTION NO. 87-2015 ~ AUTHORIZING THE WATER CLERK TO CREDIT WATER ACCOUNT NO. 937 (132 HUNTER AVENUE) IN THE AMOUNT OF \$79.59 DUE TO A BILLING ERROR
- ❖ RESOLUTION NO. 88-2015 ~ AUTHORIZING THE WATER CLERK TO CREDIT WATER ACCOUNT NO. 285 (337 WOODBINE AVENUE) IN THE AMOUNT OF \$80. DUE TO THE WATER BEING TURNED OFF AFTER THE BILL WAS GENERATED

Meeting Minutes

NEW BUSINESS: (Continued)

CONSENT AGENDA

❖ RESOLUTION NO. 89-2015 ~ AUTHORIZING THE PLACEMENT OF PROPERTY MAINTENANCE LIENS

<u>Block/Lot</u>	<u>Address</u>	<u>Amount</u>
4/3	442 River Drive	\$150.46
9/2	440 Highland Avenue	\$156.49
35/1	100 Popular Avenue	\$156.49
39/21	605 Crown Point Road	\$170.46
47/44	400 Broadway	\$170.46
48/6	20-22 Pine Street	\$150.46
48/16	224-226 Broadway	\$150.46
53/1	427 Broadway	\$156.49
57/10	237 Delsea Drive	\$149.16
58/9	221 Maple Avenue	\$149.16
68/21	705 Almonesson Road	\$246.22
74/9	38 Oak Avenue	\$147.23
74/12	29 Spruce	\$167.23
86/7	40 Walnut Street	\$247.98
92/12	17 Harvard Avenue	\$204.63
95/8	102 Harvard Avenue	\$167.23

❖ RESOLUTION NO. 90-2015 ~ AUTHORIZING THE TAX COLLECTOR TO REFUND A TAX OVERPAYMENT ON 3RD QUARTER 2015 TAXES TO JIJIANG XU AND JIANG LI, 610 RYAN AVENUE, BLOCK 98, LOT 10,-C12 in the amount of \$2,261.82

❖ RESOLUTION NO. 91-2015 ~ AUTHORIZING AUCTION OF MUNICIPALLY OWNED ITEMS NO LONGER NEEDED FOR PUBLIC USE, ON OCTOBER 6, 2015

Motion to approve Resolution Nos. 79 through 91, 2015 was made by Councilman Rebel and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

End of Consent Agenda

❖ REQUEST from resident Amy Pinto of 215 Elm Street for review of her 3rd quarter water bill and approval of installment payments, if needed.

Public Works Manager Domico advised Public Works is having the meter tested and that there was a leaking toilet at the residence which could account for the high bill. Public Works Manager Domico commented that if the meter is correct, the resident has asked for a payment plan.

Motion to approve a payment plan for Amy Pinto at 215 Elm Street was made by Councilman Rebel and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

Meeting Minutes

NEW BUSINESS: (Continued)

- ❖ **REQUEST from Richard Martoglio of RPM Development to have the Borough write a letter to the New Jersey Director of Tax Credit Services concerning a proposed 64-unit Westville Senior project at 1000-1002 Broadway.**

Administrator Bittner stated the Borough has to do this every year so that RPM can make application to the State for funding. Administrator Bittner advised the Superintendent of Public Works expressed her concern about water services at that location and Administrator Bittner confirmed he will touch base with RPM should they get the funding.

Motion to authorize a letter be sent to RPM regarding the project at 1000-1002 Broadway was made by Council President Ledrich and seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.*

MONEY COLLECTED BY CLERK FOR THE MONTH OF JUNE:

Police Reports	\$166.13
Rent	\$1,125.00
Death Certificates	\$440.00
Certified Marriage	\$30.00
Liquor Licenses	\$4,806.00
Street Opening	\$90.00
TOTAL	\$6,657.13

BILLS & VOUCHERS:

The Deputy Clerk advised that the List of Bills was posted in the Hallway.

A motion to dispense with reading of the bills was made by Councilman Rebel and seconded by Council President Ledrich. *Motion unanimously approved by voice vote.*

A motion to pay all bills and vouchers that were in order, was made by Councilman Rebel and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

COMMUNICATIONS:

- ❖ **Certification of 2015 Tax Rate**
- ❖ **Letter from the State of New Jersey, Department of Transportation regarding the I-295 and Route 42 Study**
- ❖ **Letter from Federici & Akin concerning the Crown Point Road project**
- ❖ **Letter from Assemblyman Angel Fuentes regarding his resignation as Assemblyman**
- ❖ **Letter from Gloucester County Prosecutor's office about the County's Minority Recruitment Initiative**
- ❖ **Letter from Thomas A. Carbin accepting the position of Crew Leader**
- ❖ **Resolution from Logan Township concerning Increased Funding for Local Transportation**
- ❖ **Letter from Tyree Environmental regarding 114 Crown Point Road**

Meeting Minutes

COMMUNICATIONS: (Continued)

- ❖ Public Notice regarding Eagle Point Power Generation in West Deptford, New Jersey
- ❖ Thank You to the Westville Police Department for removing a snake from a resident's property
- ❖ GCUA Service Report from FlowTech, LLC

PUBLIC PORTION:

- ❖ Joyce Lovell, 328 Summit Avenue asked for clarification of the Lot number for the Pump Station on the Redevelopment project. Public Works Manager Domico confirmed the Pump Station is not involved in the Redevelopment and communicated this information to Ms. Kanaplue of Bach Associates. Ms. Lovell asked for a copy of the Study presented by Bach Associates.
- ❖ Ms. Lovell asked if the Borough of Westville received a copy of the blueprints that were shown at the Brooklawn meeting regarding the bridge reconstruction on Route 130. Administrator Bittner responded Westville did not receive any blueprints. Ms. Lovell shared information she learned from the Brooklawn meeting.

Seeing no other comments, this portion of the meeting was closed to the public

CLOSING COMMENTS FROM MAYOR/COUNCIL/ADMINISTRATOR:

- ❖ Chief Whinna advised they addressed the problem on River Drive and to the best of his knowledge, there haven't been any more complaints.
- ❖ Public Works Manager Domico advised she would like to have a Water Committee meeting to discuss the potential 1000-1002 Broadway water issues, along with allocation issues that are ongoing.
- ❖ Councilman Murtaugh addressed Public Works Manager Domico concerns about water issues at 1000-1002 Broadway and confirmed a new water main was discussed at previous meetings along with drainage concerns. General discussion took place regarding water issues associated with this project.
- ❖ Councilman Rebel suggested the Borough consider changing the name of Deadline Drive.
- ❖ Deputy Municipal Clerk Bittner read EXECUTIVE RESOLUTION NO. 92-2015 AUTHORIZING AN EXECUTIVE SESSION TO DISCUSS NEGOTIATION MATTERS, PERSONNEL MATTERS AND CONTRACT NEGOTIATIONS

A motion to approve Resolution No. 92-2015 was made by Council President Ledrich and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

Time In: 8:22 p.m. Time Out: 8:57 p.m.

Meeting Minutes

- ❖ **Solicitor Scaffidi suggested a motion be made to reject the Trash Collection bids based on the decision not to go private with Trash Collection.**

A motion to reject Trash Collection bids was made by Council President Ledrich and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

Administrator Bittner advised he would notify the bidders that the Borough would not be privatizing their Trash Collection services.

- ❖ **Recommendation to pay Tom Carbin for Supervisor responsibilities starting January 1, 2015 through May 12, 2015.**

A motion to approve payment was made by Council President Ledrich and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

A motion to adjourn the meeting was made by Council President Ledrich and seconded by Councilman Mailley. *Motion unanimously approved by voice vote.*

The meeting was adjourned at 9:09 p.m.

Respectively Submitted,

*William J. Bittner, Jr.
Deputy Municipal Clerk*

Next meeting scheduled for August 17, 2015 @ 7:00 p.m.