

BOROUGH OF WESTVILLE
Regular Council Meeting
114 Crown Point Road
April 27, 2011 ~ 7:00 p.m.
MEETING MINUTES

The meeting was called to order by Council President Ledrich at 7:00 p.m. and the Salute and Pledge of Allegiance to the Flag then took place.

The Clerk read the notice that this meeting had been duly advertised in accordance with the provisions of the "Open Public Meetings Act" by sending notice to the Gloucester County Times of Woodbury, NJ and the Courier Post of Camden, NJ.

ROLL CALL:

Present: Council President Michael O. Ledrich, Council Members: Colleen T. Archer, Charles D. Murtaugh and William C. Packer, III

Also Present: Administrator William J Bittner, Jr., Municipal Clerk/Tax Collector Christine A. Helder, Chief of Police Frederick A. Lederer, III, Public Works Manager Donna Domico and Solicitor Tim Scaffidi

Absent: Mayor Russell W. Welsh, Jr. and Councilman James A. Pennington

A motion to approve the meeting minutes of April 13, 2011 was made by Councilman Packer and seconded by Councilman Rebel. *Motion unanimously approved by voice vote.*

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

- Joyce Lovell, 328 Summit Avenue, asked if Ordinance No. 4-2011, "Establishing Criminal History and Background Checks on Employees and Volunteers" would affect the Environmental Commission. Council President Ledrich advised the Ordinance is specific to Youth organizations.
- Ms. Lovell asked for clarification on the Conifer letter, listed under Communications on the agenda, and Municipal Clerk Helder advised it was a letter sent to multiple municipalities looking for 5 + acres of land to build on.

REPORTS OF THE COMMITTEES FOR THE MONTH OF MARCH:

Celebration of Public Events William C. Rebel, Chair ,
Finance & Accounting - Michael O. Ledrich, Chair,
Charles D. Murtaugh, William C. Packer, III and John A. Bruno, Ex-Officio
Ordinance & Code Enforcement - Charles D. Murtaugh, Chair,
Colleen T. Archer and James A. Pennington, Jr.

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REPORTS OF THE COMMITTEES FOR THE MONTH OF MARCH: (Continued)

Planning & Business Development -James A. Pennington, Jr., Chair,
William C. Rebel, Michael O. Ledrich, William J. Bittner, Ex-Officio

Public Buildings, Grounds, Parks & Playgrounds ~ Charles D. Murtaugh, Chair,
William C. Rebel, James A. Pennington, Jr.

Safety Committee, Public Safety & Municipal Court ~ Michael O. Ledrich, Chair,
James A. Pennington, Jr., Charles D. Murtaugh

Water, Sewer, Highway, Street Lighting & Recycling ~ William C. Packer, III, Chair,
Michael O. Ledrich William C. Rebel

Web Site ~ Colleen T. Archer, Chair,

William C. Rebel, James A. Pennington, Jr., William J. Bittner, Jr., Ex-Officio

Personnel ~ Michael O. Ledrich, Chair,

Charles D. Murtaugh, William C. Packer, III

Monthly Reports received for:

- Environmental Commission
- Municipal Court

- ❖ Councilman Packer asked Councilman Rebel the status of the Independence Day Celebration events. Councilman Rebel reported there were informal meetings with the Celebration of Public Events Committee who agreed to “push back” the start of the events until 5:30 pm. The festivities will be held from 5:30 to 9:00 p.m. at which time the fireworks will begin. There will be no boat parade and no crafters; however, there will be a DJ, rather than a live band and there will be one “jump” amusement for the children, as well as a train ride. Discussion of funds took place and Municipal Clerk Helder reported that donations have been received from local Westville businesses, including Wheelabrator.
- ❖ Councilman Murtaugh informed Ms. Joyce Lovell, of the Environmental Commission, that organics were used on the athletic fields.

A motion to approve Reports of the Committees was made by Councilman Murtaugh and seconded by Councilman Packer. *Motion unanimously approved by voice vote.*

OLD BUSINESS:

- ❖ Municipal Building Discussion
 - ❖ Administrator Bittner reported the Borough Architect was up to drawing #D, as a result of issues with the Municipal Court which now appear to be resolved. Administrator Bittner stated plans were being made to meet with Council next week and that outside elevations will also be ready by next week.

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OLD BUSINESS: (Continued)

Discussion took place on the request from the last council meeting, from George Baker of 29 Edgewater Avenue. Councilman Packer stated he reviewed George Baker's request to discontinue the water and sewer billing for the bait shop until the use of the shop is resumed. (Consensus was to deny his request.) A motion to deny was made by Councilman Packer and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

NEW BUSINESS:

Introduction of:

- ❖ **ORDINANCE No. 4-2011 ~ ESTABLISHING CRIMINAL HISTORY BACKGROUND CHECKS OF EMPLOYEES AND VOLUNTEERS OF NON-PROFIT YOUTH-SERVICING ORGANIZATIONS AND/OR EMPLOYEES AND VOLUNTEERS INVOLVED WITH BOROUGH-SPONSORED PROGRAMS INVOLVING MINORS**

Discussion took place on the wording in Section 7, specific to the position of Director of Parks and Recreation - Council agreed the wording should be changed to "*Public Buildings, Grounds, Parks & Playgrounds Committee*". Council also discussed the procedure to be fingerprinted, where individuals needed to go to be processed as well as the expenses organizations may incur after the initial costs are paid by the Kanka Foundation and how often individuals should be fingerprinted.

A motion to approve the Introduction of Ordinance No. 4-2011 was made by Councilman Murtaugh and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 54-2011 ~ Allowing the 2011 Budget To Be Read in Title Only**

A motion to approve Resolution No. 54-2011 was made by Councilman Murtaugh and seconded by Councilwoman Archer. *Motion unanimously approved by roll call vote.*

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NEW BUSINESS: (Continued)

Public Hearing on:

❖ 2011 Municipal Budget

A motion to open the meeting to the public was made by Councilman Packer and seconded by Councilman Rebel.

Joyce Lovell, 328 Summit Avenue, asked if there would be any increase in taxes for the residents. Administrator Bittner provided a brief overview on the \$5,731,000 2011 Municipal budget which included breakdowns of department expenses. Administrator Bittner also commented revenues in 2010 were \$2,928,267 and in 2011 the anticipated revenues would be \$3,224,000. Administrator Bittner stated the average home in Westville will see a \$17.00 increase in their total tax bill. Discussion between Administrator Bittner and Ms. Lovell took place on the Library taxes and budget.

Motion to close the meeting to the public was made by Councilman Packer and seconded by Councilman Rebel. *Motion unanimously approved by voice vote.*

❖ RESOLUTION NO. 55-2011 ~ AMENDING THE 2011 MUNICIPAL BUDGET

Administrator Bittner provided comment that this is a mandated amendment by the State that requires Library monies to be separated from the normal budget. Discussion took place on the specifics of the Amendment.

A motion to approve Resolution No. 55-2011 was made by Councilman Rebel and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

❖ RESOLUTION NO. 56-2011 ~ TO ADOPT THE 2011 MUNICIPAL BUDGET AS AMENDED

A motion to approve Resolution No. 56-2011 was made by Councilman Packer and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

❖ RESOLUTION NO. 57-2011 ~ APPROVING THE 2010 AUDIT

A motion to approve Resolution No. 57-2011 was made by Councilman Packer and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

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NEW BUSINESS: (Continued)

- ❖ Discussion took place on accepting the fireworks contract submitted by International Fireworks. Specifically the language in the contact, provided by International Fireworks, needs to be amended so that the vendor (International) is responsible for the clean-up immediately after the fireworks display and at first light.

Motion to approve the Fireworks Resolution No. 59-2011, after review and approval from the Solicitor, was made by Councilman Murtaugh and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

- ❖ Request from Gloucester County to Use the Bus on May 11, 2011 for the "Golden Follies Entertainment Show" for Seniors

A motion to approve the request was made by Councilman Packer and seconded by Councilwoman Archer. Motion unanimously approved by voice vote.

- ❖ Request from Frank Domico, 255 Chestnut Street, to waive Utility Charges, due to a house fire, incurred from that date forward, until the house becomes habitable.

A motion to approve the request was made by Councilman Packer and seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.*

- ❖ RESOLUTION NO. 58-2011 ~ Crediting Utility Charges for 255 Chestnut Street

A motion to approve Resolution #58-2011 was made by Councilman Murtaugh and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

CORRESPONDENCE

- ❖ Letter from Shannon Whalen, Superintendent of Schools requesting a tentative meeting in the event the Gateway School Budget is defeated on April 27, 2011. (Date has been set for May 3rd). (A brief discussion took place on who was available to attend the meeting.)
- ❖ Letter from Honorable Stephen Sweeney confirming the appointment of Thomas M. North, Judge of the Westville/National Park Joint Municipal Court.
- ❖ Memo and documentation from Tax Collector Helder regarding the April 15th, 2011 tax sale
- ❖ Letter from Conifer (A Real Estate Development & Management Company) seeking to construct a 60-unit community for disabled and low-and moderate-income veterans on a 5-10 acre developable site to be called "Camp Salute". People for People Foundation of Gloucester County is a Non-profit organization
- ❖ Thank you note from Johanna Bell, retired Public Works Secretary

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MONEY COLLECTED BY THE CLERK (March):

Police Reports	\$129.90
Rent	\$1000.00
Amusement Games	\$310.00
Used Car License	\$50.00
Marriage License	\$56.00
Certified Marriage	\$10.00
Certified Death Certificates	\$345.00
TOTAL	\$1900.90

BILLS

The Clerk advised that the list of bills was posted in the foyer.

A motion to dispense with reading of the bills was made by Councilman Packer and seconded by Councilman Murtaugh. *Motion unanimously passed by voice vote.*

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

PUBLIC COMMENT: (Time Limit 5 minutes)

- ❖ Joyce Lovell, 328 Summit Avenue reported the Environmental Commission completed the "Clean Communities Clean-Up" project in Clayton and collected 724 lbs. of trash which included 360 lbs. of recyclables which earned the Commission a \$500. Grant.

COMMENTS FROM GOVERNING BODY & DEPARTMENT HEADS:

- ❖ Public Works Manager Domico commented they were flushing hydrants this week, the Sewer Jetter was in and they were waiting for the title. Public Works Manager Domico asked for permission to release the old Sewer Jetter to Woodbury Heights but stated she will not release the old Sewer Jetter until she receives the title for the new Sewer Jetter. Discussion took place on how the Jetter operates.
- ❖ Municipal Clerk Helder reminded everyone to vote in the School Board Election being held (today) until 9:00 p.m.
- ❖ Councilman Rebel asked if anything was accomplished on updating the Island (Broadway and Delsea). Public Works Manager Domico stated design plans were in the works. Joyce Lovell commented the Environmental Commission can provide low growing plants.

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COMMENTS FROM GOVERNING BODY & DEPARTMENT HEADS: (Continued)

- ❖ Councilman Murtaugh provided positive comments on the report submitted by Bruce Wasson, Housing & Code Enforcement Officer. Councilman Murtaugh stated the “grounding” cables to the new lighting system were stolen; he had George Baker install replacement copper and asked Public Works Manager Domico if Public Works employees could install 6 ft. fencing to protect the field.
- ❖ Chief Lederer stated the contract for the new police car was received and the town was taking part in the “National Take Back Prescription Drug Program”. Chief Lederer also confirmed theft of copper was on the rise and that bike officers will be patrolling the park and ball fields.
- ❖ Administrator Bittner provided an update on the Municipal Building renovations and how the issues raised by the Court were addressed.

PUBLIC COMMENT: (Time Limit 5 minutes)

- ❖ Reverend Glenn Doughty, Westville Bible Church, requested that for the Memorial Day service he and the Borough work together to write a Proclamation for the Veterans who may attend the May 30th Memorial Service. He further suggested that the names of the Veterans would be written on the Proclamations at the May 30th Service as they identify themselves. Council President Ledrich suggested Reverend Doughty write the Proclamation and submit the information to Municipal Clerk Helder who would type the Proclamation and/or Certificate. Municipal Clerk Helder stated she could provide the names of some Veterans through tax records and Public Works Manager Domico stated she would post a notice on the Almonesson sign for Veterans.

Motion to adjourn the meeting made by Councilwoman Archer and seconded by Councilman Packer.

MEETING ADJOURNMENT: Time 8:15 p.m.

Respectively Submitted,

*Christine A. Helder
Municipal Clerk*

Next meeting scheduled May 11, 2011