

BOROUGH OF WESTVILLE
Regular Council Meeting
114 Crown Point Road
June 9, 2010 ~ 7:00 p.m.

MEETING MINUTES

The meeting was called to order by Mayor Russell W. Welsh, Jr. at 7:00 p.m. and the Salute and Pledge of Allegiance to the Flag 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.

Present: Mayor Russell W. Welsh, Jr., Council President Michael O. Ledrich, Council Members: George K. Baker, Charles D. Murtaugh, and William C. Rebel

Also Present: Administrator William J. Bittner, Jr., Police Chief Fred Lederer, Public Works Manager Domico, Housing Officer Bruce Wasson, Solicitor Kelly Conroy, Municipal Clerk/Tax Collector Christine Helder and Engineer Norman Rodgers.

Absent: Councilman Ronald S. Muhlbaier and Councilman James Pennington, Jr.

The meeting minutes of May 12th and 26th, 2010 were approved on a motion made by Councilman Rebel and seconded by Council President Ledrich. Motion unanimously approved by voice vote.

Public Comment on Agenda items Only: No comment from the Public.

REPORTS OF THE COMMITTEES FOR THE MONTH OF MAY:

Celebration of Public Events - William C. Rebel, Chair,
Ronald S. Muhlbaier and Charles D. Murtaugh

Finance & Accounting - Michael O. Ledrich, Chair
Charles D. Murtaugh, James A. Pennington, Jr., and John A. Bruno, Ex-Officio

Ordinance & Code Enforcement - Charles D. Murtaugh, Chair
James A. Pennington, Jr. and George K. Baker

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

MEETING MINUTES

REPORTS OF THE COMMITTEES FOR THE MONTH OF MAY: (continued)

Public Buildings, Grounds, Parks & Playgrounds ~ Charles D. Murtaugh, Chair
William C. Rebel and George K. Baker

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

Water, Sewer, Highway, Street Lighting & Recycling ~ George K. Baker, Chair
Ronald S. Muhlbaier and Michael O. Ledrich

Web Site ~ Ronald S. Muhlbaier, Chair
William C. Rebel, George K. Baker and William J. Bittner, Jr., Ex-Officio

Environmental Commission Report ~ None Submitted
Engineer's Report ~ None Submitted
Chief Financial Officer ~ None Submitted
Library Report ~ Submitted
Municipal Court ~ None submitted

Mayor Welsh commented since the council meetings are held once a month for the Summer, the reports may be sporadic.

A motion to accept Reports of the Committees was made by Councilman Murtaugh and seconded by Council President Ledrich.

Vote: 4-0
Yes: Council President Ledrich, Councilman Baker, Rebel and Murtaugh.
Motion unanimously passed by roll call vote.

OLD BUSINESS:

Municipal Building Discussion Mayor Welsh commented in Councilman Baker's absence at the last Council meeting, Council talked about giving him feedback. Councilman Baker stated he had not yet received feedback but spoke with the designers and engineers and if everyone is willing to go forward with the project, he'll go up to the Allentown area to spend the day with the designers and engineers to provide them with additional information on the project. Additionally, Councilman Baker stated, at the next meeting, he'll have a Power Point demonstration on the infrared scan report.

MEETING MINUTES

OLD BUSINESS: (continued)

Water Tower Discussion Mayor Welsh stated the Water Tower discussion tied in with the 1st item under New Business so it will be addressed at that time.

NEW BUSINESS:

1. *Introduction of*

ORDINANCE - Bond Ordinance authorizing the sanding, painting and refurbishing of the water tower located in the Borough of Westville, County of Gloucester appropriating the sum of \$600,000.00 therefore; authorizing the issuance of general obligation bonds or bond anticipation notes of the Borough of Westville, County of Gloucester, New Jersey in the aggregate principal amount of up to \$570,000.00; making certain determinations and covenants; and authorizing certain related actions in connection with the foregoing.

On behalf of Solicitor Alice, Solicitor Conroy stated Mr. Alice had reviewed the Ordinance and it looked okay and would send an e-mail to Administrator Bittner with his decision. Administrator Bittner stated he received an e-mail from Solicitor Alice confirming his review of the Ordinance and everything was fine. Administrator Bittner commented the only question he had was the useful life and he was advised that it would have a useful life of 15 years. Mayor Welsh asked Public Works Manager Domico and Administrator Bittner if they had any other comments. Public Works Manager Domico stated she understood Administrator Bittner met with Engineer Rodgers the previous day and she wasn't present so she had no information. Engineer Rodgers confirmed he submitted his proposal and reviewed his fees that will be covered under his work scope as well as sub-consultant which is MBA. Engineer Rodgers acknowledged he received a draft report which confirmed most of the items are in line, along with a few suggestions for improvements; however he feels the amount associated with the suggestions will not exceed the bond amount. Mayor Welsh then confirmed with Engineer Rodgers that the meeting with Administrator Bittner was specific to pricing.

Councilman Rebel asked if a determination was made about railings. Engineer Rodgers confirmed the draft report called for restoration, removal or replacement to comply and confirmed Public Works Manager Domico was concerned about those expenditures and disagrees with a mandatory replacement. Engineer Rodgers stated for public safety, replacement is often suggested and supported by OSHA standards. Public Works Manager Domico mentioned she received an OSHA report stipulating a 42 inch railing, as opposed to a 46 or 50 inch railing can be

MEETING MINUTES

NEW BUSINESS: (continued)

used, but there are grandfather rules prior to that date which can be reviewed on this issue. Public Works Manager Domico stated if the costs are not prohibited, perhaps replacement should be considered. Engineer Rodgers agreed to give his evaluation of the issue at the next meeting. Administrator Bittner asked Engineer Rodgers "if Westville had to do everything in the report, was he comfortable with \$600,000". Engineer Rodgers' response was "based on the information received, it appears we're within budget". Council decided to give Engineer Rodgers time to review the numbers, a special meeting will be held on June 23, 2010.

A motion to table Ordinance No. 4-2010 until June 23, 2010 was made by Council President Ledrich and seconded by Councilman Baker.

Vote: 4-0

Table: Council President Ledrich, Councilman Baker, Rebel and Murtaugh.
Motion unanimously passed by roll call vote.

2. RESOLUTION - Emergency Resolution (NJS 40A:4-48) Down Payment on Water Utility Improvements. Administrator Bittner stated this Resolution must be tabled as well because the water budget was so tight this year, even with the water increase, CFO Bruno didn't put any down payment money in the budget for capital improvements so the emergency has to be declared to paint the water tower and the money has to be raised in next year's budget.

A motion to table the Resolution until June 23, 2010 was made by Councilman Murtaugh and seconded by Council President Ledrich

Vote: 4-0

Table: Council President Ledrich, Councilman Baker, Rebel and Murtaugh.
Motion unanimously passed by roll call vote.

3. RESOLUTION - Placing Property Maintenance Liens on 201 Delsea Drive, 17 Harvard Avenue, 18 New Street, 427 Broadway, 705 Crown Point and 36 Lehigh Avenue.

A motion to approve was made by Councilman Baker and seconded by Council President Ledrich

Vote: 4-0

MEETING MINUTES

Table: Council President Ledrich, Councilman Baker, Rebel and Murtaugh.
Motion unanimously passed by roll call vote.

NEW BUSINESS: (continued)

4. RESOLUTION ~ Approving the Extension of an Interlocal Services Agreement between Westville (CDBG Grant Program) and the County of Gloucester.

A motion to approve the Resolution was made by Councilman Baker and seconded by Council President Ledrich

Vote: 4-0

Table: Council President Ledrich, Councilman Baker, Rebel and Murtaugh.
Motion unanimously passed by roll call vote.

5. RESOLUTION ~ Approving Renewal of Liquor Licenses for 2010-2011. Municipal Clerk Helder confirmed she had received Liquor License applications from all establishments, with the exception of GANT Associates. Mayor Welsh commented to Police Chief Lederer that perhaps when hand-delivering the Liquor Licenses, businesses could be reminded about the condition of patrons leaving their establishment.

A motion to approve was made by Councilman Baker and seconded by Councilman Rebel

Vote: 4-0

Table: Council President Ledrich, Councilman Baker, Rebel and Murtaugh.
Motion unanimously passed by roll call vote.

6. RESOLUTION ~ Items of Revenue and Appropriation N.J.S. 40A: 4-87 (Environmental Commission)

A motion to approve was made by Council President Ledrich and seconded by Councilman Baker

Vote: 4-0

Table: Council President Ledrich, Councilman Baker, Rebel and Murtaugh.
Motion unanimously passed by roll call vote

Administrator Bittner confirmed this money was earned by the Environmental Commission for one of their clean-up projects. Mayor Welsh asked Administrator Bittner to ask CFO Bruno to provide financial reports to the Environmental Commission.

MEETING MINUTES

NEW BUSINESS: (continued)

7. Discussion took place on Assembly Bill 2555/ Mill Tax for Library Funding changing funding as necessary for the operation of the library, determined by the Governing Body of the Municipality. Mayor Welsh commented a resolution adopted by the Library Trustees does not need approval of Borough Council since they are autonomous. The bill is looking to eliminate the one-third Mill Tax and that it would be up to the Governing Body to determine the funding for the Library. Administrator Bittner stated the Library Board would come to the Borough to request funding for their operations, which would be a line item in the budget. Mayor Welsh suggested everyone think on the issue before making a decision.

COMMUNICATIONS:

1. Letter from New Jersey Transit regarding replacing bus shelters. Mayor Welsh asked Administrator Bittner if Westville needed to take further action. Administrator Bittner confirmed once up, the bus shelter on Delsea Drive will be Westville's responsibility. Additionally, Administrator Bittner confirmed Westville was paid \$50 a month for advertising at bus shelters
2. Letter from Administrator Bittner to Senator Donald Norcross regarding potential problems with the Olive Street at Delsea Drive road resurfacing project
3. Letter from Gloucester County Department of Economic Development Council members
4. Letter from Karen Knaul and Keith Jackson (Co-Presidents of the Westville Education Association) thanking Borough Council for accepting the 2010-2011 school budget. Mayor Welsh asked Municipal Clerk Helder to read this item. He commented he wished the newspapers were there tonight so they would understand why they did what they did (approved the school budget) at the last council meeting
5. Letter from St. Luke's Episcopal Church regarding their June 19th Community Day barbeque and their request that Woodbine and Highland Avenues be blocked off from Route 130 to Third Avenue. Discussion took place regarding this request. Chief Lederer will speak with the pastor of the Church and advise the Safety Committee
6. Letter from Gloucester County regarding Clean Communities volunteers
7. Municipal Operational Tax Index development by the Local Unit Alignment, Reorganization and Consolidation Commission (LUARCC)
8. Councilman Murtaugh read a letter that was given to him by resident Fritz Sims which contained a request to allow parking on both sides of Parkview Drive to accommodate guests who will be attending a graduation party from 3 to 10 pm. *The motion was approved by a unanimous voice vote.*

MEETING MINUTES

MONEY COLLECTED BY THE CLERK

Death Certificate	\$90.00
Marriage Certificate	\$50.00
Marriage License	\$25.00
Liquor Licenses	\$2003.00
Police Accident Reports	\$22.75
GRAND TOTAL	\$2190.75

Mayor Welsh announced that a list of the current bills was posted in the foyer for review by any interested parties.

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

BILLS AND VOUCHERS:

A motion to pay all Bills and Vouchers that are in order was made by Councilman Baker and seconded by Council President Ledrich.

Vote: 4-0

Yes: Council President Ledrich, Councilman Murtaugh, Pennington and Rebel. *Motion unanimously passed by roll call vote.*

Mayor Welsh asked if the outdoor sign invoice for Astro was for the Environmental Commission and Administrator Bittner confirmed it was.

COMMENTS BY ALAN HIRSCHFELD

His company conducted a remediation sampling event and the results were very favorable. It showed the remediation system was working very well. The catalytic converter being used to take the contaminants out used a lot of electricity so the unit was replaced with a carbon system, which will result in reduced electrical expenses. Mr. Hirschfeld also discussed the regulatory time frame associated with this project and analytical protocols.

PUBLIC COMMENT:

Scott Woodside, Gloucester County Representative, stated he had nothing to report and reminded Council he was there to bring back to their concerns to the County.

MEETING MINUTES

COMMENTS FROM GOVERNING BODY & DEPARTMENT HEADS

- ❖ Mayor Welsh acknowledged Housing Inspector Wasson's report that 20 properties were inspected.
- ❖ Councilman Rebel commented on the Independence Celebration. He advised it was agreed the amount of money awarded in 2009 for the boat parade would be awarded in 2010. The next meeting for the Independence Celebration Committee would be on June 22. Councilman Rebel confirmed he, along with Public Works Manager Domico, Assistant Fire Chief James Tucker and volunteer Crystal Quigley were meeting on Friday, June 11, 2010 to plan a layout for the Crafters and Vendors.
- ❖ Councilman Rebel also asked if the replacement tree grates were ordered and Public Works Manager Domico stated they had not, but she would obtain quotes. Councilman Rebel confirmed he'll be working on the island and will be getting a good price on the products from Woodbury Cement. Councilman Rebel asked if 200 Broadway could be put up for auction. Councilman Baker commented because of the way the building is set up, it will be difficult to sell with a business below and an apartment on the top floor. Councilman Rebel suggested a public auction. Mayor Welsh asked the Buildings and Grounds Committee come up with a suggestion on the building.
- ❖ Administrator Bittner spoke about online bill payment services offered by Edmunds and Associates. Residents would be able to view four quarters of their utility bills and three quarters of their tax bill. Payments would be made through a third party called "Link2Gov". Residents who elect to pay online would be charged \$1.05 for each "e-check" transaction and 2.95% of the total balance for all credit card payments. Edmunds' charge per year to the Borough would be \$2400; however, Municipal Clerk Helder was able to negotiate a 50% price reduction of \$1200; therefore the 1st year cost would be \$1200 and subsequent years would be \$2400. Additionally, the service could be extended to the Court system. Municipal Clerk Helder spoke with Judge North who was very supportive. Administrator Bittner stated he would provide a video link to Mayor and Council so that they could view the system. Municipal Clerk Helder added that a Resolution would need to be done and forwarded to the State for approval in order to include online payments as a bill payment option.
- ❖ Police Chief Lederer reported he made a phone call to St. Luke's and left a message on their machine about safety concerns as a result of closing streets.
- ❖ Mayor Welsh commented the League of Municipalities is offering a reduced rate for early reservations.

MEETING MINUTES

COMMENTS FROM GOVERNING BODY & DEPARTMENT HEADS: (continued)

- ❖ Mayor Welsh stated he received a call from Councilman Baker and Public Works Manager Domico regarding a resident who attended a meeting a few weeks ago to discuss a water issue on Duncan Avenue. It was discovered she had a septic/sewer problem in that the water table is high and when it rains the septic/sewer overflows. The resident hired a contractor to make recommendations to fix the problem; however, she needs a tie-in to the sewer system which includes payment to GCUA. The initial price from GCUA was out of the resident's price range so Mayor Welsh reached out to the Director and was able to get a price the resident was able to afford.
- ❖ Mayor Welsh stated he was forced to remove Susan Rodgers from the Downtown Preservation Commission due to her refusal to complete a Financial Disclosure Statement.
- ❖ Mayor Welsh will schedule a Department Head Personnel meeting.
- ❖ Public Works Manager Domico commented Kyle Simcox was appointed at the last meeting; however Joe Jones who has been working has not yet been appointed. Mayor Welsh stated he had questions about an unemployment issue with Mr. Jones; however it was resolved. Public Works Manager Domico also asked if Raymond Berry and Matthew Shields were approved for summer help.

A motion to approve summer help made by Councilman Murtaugh and seconded by Council President Ledrich

Vote: 4-0

Yes: Council President Ledrich, Councilman Baker, Rebel and Murtaugh.
Motion unanimously passed by roll call vote

MEETING ADJOURNED: 8:13 p.m.

Respectively submitted,

Christine A. Helder
Municipal Clerk