

**BOROUGH OF WESTVILLE**  
**Regular Council Meeting**  
**114 Crown Point Road**  
**September 29, 2010, 7:00 p.m.**  
**Meeting Minutes**

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

The Clerk read the notice that the 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, Ronald S. Muhlbaier, Charles D. Murtaugh, James A. Pennington, Jr., and William C. Rebel

**Also Present:** Police Chief Fred Lederer, Public Works Manager Domico, Solicitor John Alice and Municipal Clerk Helder

**Absent:** Administrator William J. Bittner, Jr.

The meeting minutes of September 8, 2010 were approved on a motion made by Councilman Rebel and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

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

**REPORTS OF THE COMMITTEES FOR THE MONTH OF AUGUST:**

*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

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

MEETING MINUTES

**REPORTS OF THE COMMITTEES FOR THE MONTH OF AUGUST: (Continued)**

***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

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

**A motion to accept Reports of the Committees, as submitted, was made by Councilman Baker and seconded by Councilman Pennington. *Motion unanimously passed approved by roll call vote.***

**OLD BUSINESS:**

**Municipal Building Discussion ~ Mayor stated information would be discussed in an Executive Session.**

**NEW BUSINESS:**

**1. RESOLUTION No. 86-2010 ~ Contract for the Supply and Delivery of Gasoline and Fuel**

**Mayor Welsh stated this issue was tabled at the last meeting to allow Administrator Bitter time to research the contract. Public Works Manager Domico confirmed documents were signed and she provided specifications to Administrator Bittner.**

**A motion to approve Resolution No. 86-2010 was made by Councilman Murtaugh and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.***

MEETING MINUTES

**NEW BUSINESS: (Continued)**

**2. RESOLUTION No. 87-2010 ~ Placing Property Maintenance Liens on:**

<u>Block/Lot</u>	<u>Address</u>	<u>Amount</u>
57/2	201 Delsea Drive	\$134.84
22/20	329 Woodbine Avenue	\$244.76
95/6	44 Harvard Avenue	\$114.92
48/6	20 Pine Street	\$ 99.92

**A motion to approve Resolution No. 87-2010 was made by Councilman Baker and seconded by Council President Ledrich. *Motion unanimously approved by roll call vote.***

**3. RESOLUTION No. 88-2010 ~ Appointment of Loretta Terry Morina as a Part-Time Crossing Guard**

**A motion to approve Resolution No. 88-2010 was made by Council President Ledrich and seconded by Councilman Baker. *Motion unanimously approved by roll call vote.***

**4. RESOLUTION No. 89-2010 ~ Appointment of Veronica M. Keck as a Part-Time Crossing Guard**

**A motion to approve Resolution No. 89-2010 was made by Councilman Rebel and seconded by Councilman Baker. *Motion unanimously approved by roll call vote.***

**Mayor Welsh asked Police Chief Lederer if he was now fully staffed, with regards to Crossing Guards. Police Chief Lederer commented they could use more part-timers to fill in when a regular "calls out".**

**5. RESOLUTION No. 90-2010 ~ Crediting Water Account #426 in the Amount of \$77.04 due to a Meter Reading Error**

**A motion to approve Resolution No. 90-2010 was made by Councilman Baker and seconded by Council President Ledrich. *Motion unanimously approved by roll call vote.***

**6. RESOLUTION No. 91-2010 ~ Authorizing William J. Bittner, Jr., Borough Administrator to Execute an Agreement and related documents with the Department of Homeland Security and Preparedness**

**Mayor Welsh explained this Resolution will permit Administrator Bittner to sign documents on his behalf.**

## MEETING MINUTES

### NEW BUSINESS: (Continued)

A motion to approve Resolution No. 91-2010 was made by Councilman Baker and seconded by Council President Ledrich. *Motion unanimously approved by roll call vote.*

### COMMUNICATIONS:

- ❖ LETTER from the State of New Jersey Office of Homeland Security regarding FY09 Buffer Zone Protection Program
- ❖ REQUEST from Pastor Gary Brennan of the United Methodist Church to hold a "Blessing of the Animals" on Saturday, October 2, 2010 at 11 am in the Thomas West Park.
- ❖ Minutes from - Gloucester County Improvement Authority's August 5, 2010 meeting.
- ❖ LETTER from the Westville Woman's Club regarding activities accomplished in the past year

Mayor Welsh commented the Woman's Club was very active and that the monies they raised goes to good causes. Mayor Welsh also asked Clerk Helder to generate a letter for him to sign thanking the Club for all they do for the Borough.

- ❖ PUBLIC NOTICE from the Borough of Bellmawr regarding a special meeting notice for the Planning Board
- ❖ LETTER from Dilworth Paxon regarding a Land Use Board Public Hearing on October 4 concerning 209 Harvard Avenue
- ❖ Request from Senator Norcross and Assemblyman Moriarty to consider the "Government Reality Check Act" Resolution

Mayor Welsh apologized for adding this letter late, but he was contracted to ask for Westville's support for this Resolution.

### BILLS

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

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

## MEETING MINUTES

### PUBLIC COMMENT:

- ❖ Joyce Lovell, 328 Summit Avenue (Chair of the Environmental Commission) thanked Mayor Welsh and Council President Ledrich and his wife for attending the dedication of the Butterfly Garden on Saturday. Additionally, Ms. Lovell announced they were approved as a Monarch Waystation and have been assigned number 4292 out of a hopeful 10,000. Ms. Lovell also announced the Environmental Commission was awarded an Environmental Achievement Award called "Build a Bear, Build a Bank" which is a soil erosion control and education project. Ms. Lovell invited the Mayor and Council to come out and clean the town on October 23<sup>rd</sup> at 8 a.m. Participants will be supported by Mike Kessel from Wheelabrator and will be provided breakfast and lunch. Councilman Murtaugh commented there is a group of girl scouts meeting at the Fire House so he will pass the information along to them. Mayor Welsh mentioned he will reach out to Gloucester Catholic to see if students can assist with this project. Ms. Lovell will investigate to see if grants can be awarded for participation.

### COMMENTS FROM GOVERNING BODY & DEPARTMENT HEADS:

- ❖ Discussion on Sewer Jetter bids took place. Public Works Manager Domico stated she was okay with the bids being reviewed at the October 27, 2010 Council meeting. Motion made by Councilman Murtaugh that the specs and legal notice go to the paper on Thursday, September 30, 2010 with a second by Councilman Rebel. *Motion unanimously passed by roll call vote.*
- ❖ Public Works Manager Domico stated she would like to talk with a vendor from Atlanta, Georgia regarding the remote reader meter reading system because their units would save the Borough \$40. per meter. Public Works Manager Domico commented she would like to meet with her committee to discuss options.
- ❖ Councilman Baker asked Chief Lederer when there's an automobile accident in town and a tow truck arrives, is the tow truck driver responsible to clean up the broken glass. Chief Lederer confirmed it's required by Title 39 and Borough Ordinance that the tow truck driver must clean up the glass. Councilman Baker asked Chief Lederer to remind his men that this is not always being done. Specifically, there was an accident at Popular and Delsea and the debris was not cleaned up. Chief Lederer stated that he would send a "reminder to clean up" letter to the two tow truck drivers as well as his officers.
- ❖ Councilman Muhlbaier thanked the Mayor and Borough Officials for the thoughtfulness during his surgery and recovery and a special thanks for Ms. Domico.
- ❖ Councilman Rebel asked for the date of the bid openings for 200 Broadway and Councilman Baker responded it was October 13, 2010.

## MEETING MINUTES

### COMMENTS FROM GOVERNING BODY & DEPARTMENT HEADS: (Continued)

- ❖ Councilman Rebel discussed the Fall Festival. The time of the event will be from 10 a.m. to 2 p.m. Mayor Welsh asked if a letter could go out to business owners asking them to clean up their properties for the Festival. Chief Lederer stated a letter was ready to go to businesses providing them with details such as, what roads they will have access to and general motor vehicle information about the Festival. Additionally letters to New Jersey Transit and Communications were mailed with event information. Public Works Manager Domico stated “clean up” was already in progress but that perhaps a letter could be sent from Municipal Clerk Helder on the Mayor’s behalf regarding the clean up.
- ❖ Councilman Rebel mentioned a certain building (zoned for a single family home) may be going into Foreclosure and asked that he be notified if a variance request is submitted for this property. Solicitor Alice confirmed that the property is zoned a single family dwelling and was previously declined “use variance relief” from the Land Use Board for anything other than a single family dwelling.
- ❖ Councilman Murtaugh discussed the cell phone plans currently being reviewed by Administrator Bittner and asked that Mayor and Council give their approval tonight so that Administrator Bittner can move forward with the changes that will save the Borough approximately \$3500 per year. Mayor and Council gave their permission to move forward. *Unanimously approved by voice vote.*
- ❖ Police Chief Lederer thanked the Mayor and Council for their help in hiring new Crossing Guards. Police Chief Lederer also commented there will be a full complement of officers (including bike patrol) on Mischief Night (Saturday, October 30<sup>th</sup>). Additionally, there will be a temporary 8 p.m. curfew on Friday, October 29, Saturday, October 30 and Sunday, October 31. On Halloween, Trick or Treating will be permitted from 3 to 8 p.m.
- ❖ Police Chief Lederer informed Mayor and Council the Westville Police Department worked a drug case, in cooperation with the West Deptford Township Police Department and were expecting approximately \$1000. in seizure money as a result of their participation.

**RESOLUTION NO. 99-2010 EXECUTIVE SESSION ~ to discuss Personnel Matters within the Public Works Department (Job Performance and Attendance) and Proposal to Purchase Property.**

A motion to approve was made by Councilman Pennington and seconded by Council President Ledrich. *Motion unanimously approved by voice vote.*

Council went into Executive Session at 7:44 pm. Out of Executive Session at 8:45 p.m.

At this time, Clerk Helder and Public Works Manager were excused from the meeting and Mayor, Council and Borough Solicitor went back into Executive Session.

**MEETING ADJOURNED at**

**Respectively Submitted,**

MEETING MINUTES

**CHRISTINE A. HELDER  
MUNICIPAL CLERK**