

**BOROUGH OF WESTVILLE**  
**Regular Council Meeting**  
**114 Crown Point Road**  
*January 2, 2011 ~noon.*

**REORGANIZATION MEETING MINUTES**

The meeting was called to order by Mayor Welsh at noon and the Salute and Pledge of Allegiance to the Flag then took place.

The Clerk advised that notice of 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.

The Invocation was given by Pastor Gary Brennan, Westville Methodist Church.

Mayor Welsh acknowledged some of the distinguished guests that were in attendance; Honorable State Senate President Stephen Sweeney, Congressman Robert Andrews, Senator Fred Madden, Senator Donald Norcross, Freeholder Joe Chila and Assemblyman Angel Fuentes.

Honorable State Senator Stephen Sweeney presented the Oath of Office to Mayor Russell W. Welsh, Jr., Councilman William C. Packer, III and Councilwoman Colleen T. Archer.

**ROLL CALL:**

*Present:* Council President Michael O. Ledrich, Council Members: Colleen T. Archer, Charles D. Murtaugh, William C. Packer, III, James A. Pennington, Jr. and William C. Rebel.

*Also Present:* Administrator William J. Bittner, Jr. Municipal Clerk Christine A. Helder, Police Chief Fred Lederer, Public Works Manager Donna Domico and Housing Inspector Bruce Wasson.

**ITEMS OF BUSINESS:**

Councilman Packer made a motion to nominate Councilman Ledrich as Council President that was seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote. (Council President Ledrich abstained.)*

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### PROCLAMATIONS:

Mayor Welsh presented outgoing Councilman Ronald Muhlbaier and Councilman George Baker with Proclamations honoring them for their service to the Borough of Westville.

Former Councilman Muhlbaier thanked the residents of Westville for their support and expressed his confidence that the Mayor and Council will see the Borough through the tough times.

Former Councilman Baker stated it was an honor to serve and thanked everyone.

### COMMENTS:

Mayor Welsh provided the distinguished guests with an opportunity to address the meeting attendees and the following individuals provided comments:

*Congressman Robert Andrews* expressed his condolences to the Mayor and his family on the passing of Mayor Welsh's father and wished the residents a Happy New Year. Congressman Andrews stated he agreed with Councilman Muhlbaier in that these are the worst economic times and that the Borough of Westville was showing other towns how to work their way out of the economic struggle. Congressman Andrews also stated that the growth within Gloucester County (e.g. Port of Paulsboro) would help to stimulate the local economy.

*Senator Donald Norcross* wished everyone a Happy New Year and asked people say a prayer for the men and women serving in the military.

Mayor Welsh acknowledged that Councilman Phillip Schocklin from Deptford had arrived at the meeting.

### NEW BUSINESS:

1. Motion to approve all 2011 Appointments was made by Council President Ledrich and seconded by Councilman Pennington. *Motion unanimously approved by roll call vote.*

Mayor Welsh congratulated the professionals in attendance and stated he was looking forward to working with them in 2011.

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### NEW BUSINESS: (Continued)

#### 2. RESOLUTION NO. 1-2011 ~ Adopting Temporary Budget For Year 2011

Motion to approve RESOLUTION NO. 1-2011 was made by Council President Ledrich and seconded by Councilman Pennington. *Motion unanimously approved by voice vote.*

#### 3. RESOLUTION NO. 2-2011 ~ Naming Depositories for 2011

Motion to approve RESOLUTION NO. 2-2011 was made by Councilman Packer and seconded by Council President Ledrich. *Motion unanimously approved by roll call vote.*

#### 4. RESOLUTION NO. 3-2011 ~ Authorizing a Petty Cash Fund for 2011

Motion to approve RESOLUTION NO. 3-2011 was made by Council President Ledrich and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

#### 5. RESOLUTION NO. 4-2011 ~ Fixing the Rate of Interest and Year-End Penalty

Motion to approve RESOLUTION NO. 4-2011 was made by Councilman Rebel and seconded by Councilman Pennington. *Motion unanimously approved by roll call vote.*

#### 6. RESOLUTION NO. 5-2011 ~ Designating Legal Publications for 2011

Motion to approve RESOLUTION NO. 5-2011 was made by Councilman Murtaugh and seconded by Councilman Pennington. *Motion unanimously approved voice vote.*

#### 7. RESOLUTION NO. 6-2011 ~ Adopting "Roberts Rules of Order"

Motion to approve RESOLUTION NO. 6-2011 was made by Councilman Pennington and seconded by Councilman Rebel. *Motion unanimously approved by voice vote.*

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### NEW BUSINESS: (Continued)

#### 8. RESOLUTION NO. 7-2011 ~ Executing Professional Agreements

Motion to approve RESOLUTION NO. 7-2011 was made by Councilman Murtaugh and seconded by Councilman Pennington. *Motion unanimously approved by roll call vote.*

#### 9. RESOLUTION NO. 8-2011 ~ Risk Management Consultant JIF

Motion to approve RESOLUTION NO. 8-2011 was made by Councilman Murtaugh and seconded by Councilman Pennington. *Motion unanimously approved by roll call vote.*

#### 10. RESOLUTION NO. 9-2011 ~ Confirming Primary Physician

Motion to approve RESOLUTION NO. 9-2011 was made by Councilman Rebel and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

#### 11. RESOLUTION NO. 10-2011 ~ Designating Regular Meeting Dates

Motion to approve RESOLUTION NO. 10-2011 was made by Council President Ledrich and seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.*

#### 12. RESOLUTION NO. 11-2011 ~ Charging Penalties on Taxes, Water or Sewer that are Delinquent

Motion to approve RESOLUTION NO. 11-2011 was made by Councilwoman Archer and seconded by Councilman Pennington. *Motion unanimously approved by roll call vote.*

#### 13. RESOLUTION NO. 12-2011 ~ Cash Management Plan for 2011

Motion to approve RESOLUTION NO. 12-2011 was made by Councilman Murtaugh and seconded by Councilman Pennington. *Motion unanimously approved by roll call vote.*

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### NEW BUSINESS: (Continued)

**14. RESOLUTION NO. 13-2011 ~ Designating Managerial Individuals Access to EPL Hotline**

Motion to approve RESOLUTION NO. 13-2011 was made by Councilman Murtaugh and seconded by Councilman Pennington. *Motion unanimously approved by voice vote.*

**15. RESOLUTION NO. 14-2011 ~ Designating Tax Search/Assessment Search Officer**

Motion to approve RESOLUTION NO. 14-2011 was made by Councilman Murtaugh and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

**16. RESOLUTION NO. 15-2011 ~ Omit From Tax Sale Real Property Equal Monthly Installments**

Motion to approve RESOLUTION NO. 15-2011 was made by Councilman Rebel and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

**17. RESOLUTION NO. 16-2011 ~ Issuance of Duplicate Tax Sale Certificate**

Motion to approve RESOLUTION NO. 16-2011 was made by Councilman Rebel and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

**18. RESOLUTION NO. 17-2011 ~ Authorizing Service Charge for Returned Checks**

Motion to approve RESOLUTION NO. 17-2011 was made by Councilman Pennington and seconded by Councilwoman Archer. *Motion unanimously approved by roll call vote.*

**19. RESOLUTION NO. 18-2011 ~ Bidding by Municipal Officers at Tax Sale**

Motion to approve RESOLUTION NO. 18-2011 was made by Council President Ledrich and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

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### NEW BUSINESS: (Continued)

#### 20. RESOLUTION NO. 19-2011 ~ In Rem Foreclosure

Motion to approve RESOLUTION NO. 19-2011 was made by Councilman Packer and seconded by Councilman Pennington. *Motion unanimously approved by voice vote.*

#### 21. RESOLUTION NO. 20-2011 ~ Authorizing Purchasing Under State Contracts

Motion to approve RESOLUTION NO. 20-2011 was made by Councilman Rebel and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

#### 22. RESOLUTION NO. 21-2011 ~ Authorizing Officials to File Proof of Claims for Bankruptcy Court

Motion to approve RESOLUTION NO. 21-2011 was made by Council President Ledrich and seconded by Councilman Packer. *Motion unanimously approved by voice vote.*

#### 23. RESOLUTION NO. 22-2011 ~ Authorizing a Tax Sale Pursuant to N.J.S.A. 54:5-19

Motion to approve RESOLUTION NO. 22-2011 was made by Councilman Murtaugh and seconded by Councilman Rebel. *Motion unanimously approved by voice vote.*

#### 24. RESOLUTION NO. 23-2011 ~ Approving a \$25 fee for Issuance or Certificates of Redemption

Motion to approve RESOLUTION NO. 23-2011 was made by Council President Ledrich and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

#### 25. RESOLUTION NO. 24-2011 ~ Approving Resolutions of Consent

Motion to approve RESOLUTION NO. 24-2011 was made by Councilman Murtaugh and seconded by Councilman Pennington. *Motion unanimously approved by voice vote.*

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### NEW BUSINESS: (Continued)

#### 26. RESOLUTION NO. 25-2011 ~ Appointing a Fund Commissioner & Alternate for TRICO JIF

Motion to approve RESOLUTION NO. 25-2011 was made by Councilman Pennington and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

### PUBLIC COMMENT:

Hearing no comments, this portion of the meeting was closed.

### COMMENTS FROM GOVERNING BODY AND DEPARTMENT HEADS:

- ❖ Housing Inspector Wasson congratulated the Mayor on his re-election, welcomed Bill Packer back to Council and welcomed Colleen Archer to Council.
- ❖ Public Works Manager Domico echoed the congratulations to the Mayor and Council and looked forward to another challenging year.
- ❖ Councilman Pennington welcomed back Councilman Packer and welcomed Councilwoman Archer to Council and thanked the esteemed guests for attending and wished everyone a healthy and happy New Year.
- ❖ Councilman Packer thanked the residents of Westville for electing him back to council and thanked the local and county committees for their help. Councilman Packer congratulated both Mayor Welsh and Councilwoman Archer on their election and thanked former Councilmen Baker and Muhlbaier for their service to the Borough. Councilman Packer also thanked his wife, Florence, for her support.
- ❖ Council President Ledrich congratulated Mayor Welsh, Councilman Packer and Councilwoman Archer on their election and thanked the esteemed officials for attending the meeting and wished everyone a happy New Year.
- ❖ Councilman Rebel congratulated the newly elected officials and thanked everyone for coming to the meeting.

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

- ❖ Councilman Murtaugh thanked former Councilmen Baker and Muhlbaier for their service and the elected officials for attending the meeting. Councilman Murtaugh also expressed his condolences to Mayor Welsh and his family and stated he was looking forward to working hard in 2011.
- ❖ Councilwoman Archer thanked the residents and her family for supporting her and thanked the elected officials for their support.
- ❖ Administrator Bittner wished everyone a happy New Year and thanked all the elected officials for coming and stated he was looking forward to working with them in 2011. Administrator Bittner also thanked the employees for a good year in 2010.
- ❖ Chief Lederer congratulated the elected officials and wished everyone a happy and healthy New Year. Chief Lederer commented it was nice that residents remained in town and stayed involved with Westville activities.
- ❖ Municipal Clerk Helder thanked everyone for coming and congratulated the newly elected officials.
- ❖ Mayor Welsh thanked the County and State officials for attending the meeting. Additionally, he congratulated Councilman Packer for coming back to council and stated he looked forward to Ms. Archer's energy on the Council. Mayor Welsh thanked the residents for their show of support in the passing of his father. Additionally, Mayor Welsh highlighted the Borough's accomplishments in 2010:
  - Local Purpose Tax - for the second consecutive year, there was no increase and that was attributed to Borough Council and Department Heads
  - Senior Citizen Bus - along with the County's help, Westville was able to purchase a new bus
  - New Sewer Jetter - delivery is expected the week of January 17, 2011
  - New Businesses - some of the businesses have been successful and unfortunately, there have been some who were not successful. Mayor Welsh stressed they will attempt to grow one business at a time
  - Grant - received a grant to reconstruct Olive Street in the Spring 2011
  - Computer Upgrades - both computer software and hardware issues have been addressed
  - Personnel Policy - a complete re-do of the Personnel Policy was accomplished

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

- **Borough Activities** - the Borough was able to help sponsor the Halloween Parade for the Parkview School students as well as work with the Lions Club on the "Youth in Government" event. The Borough continues to have the traditional Tree Lighting Ceremony where a gift is given to every child who sits with Santa for a picture. Additionally, the Borough is able to have the Fourth of July Celebration that includes Fireworks. Mayor Welsh stated that the Borough of Westville was still able to provide activities for the residents while other towns were cutting back.
- Mayor Welsh confirmed the most significant accomplishment was that the Borough was able to hold the Local Purpose Tax rate to a "no increase" again for residents and that was directly attributable to the great job that the Department Heads do (Public Works Manager Domico, Police Chief Lederer, Administrator Bill Bittner and Municipal Clerk Helder) as well as the Council Members and their ability to work as a team. Mayor Welsh stated that with the new team, he feels they can continue to maintain the quality of service.
- Mayor Welsh also thanked his wife and family for all their support.
- Mayor Welsh stated he has been looking at ways to keep the taxes static again in 2011; therefore tough decisions will need to be made which will include a review of all positions within the Borough, review of salaries, headcount by department, opportunities to consider shared services and the Borough will be implementing a new time keeping system.
- Mayor Welsh also confirmed Borough Council has been contemplating whether to build or buy a Borough Hall and after careful deliberation have decided the most fiscally responsible thing to do is to upgrade the current facilities. Mayor Welsh stated he believes the facilities can be upgraded with no incremental costs to residents.
- Mayor Welsh stated that his commitment to the residents of Westville is that "we will do more, with less". In closing, Mayor Welsh stated he was there for the residents.

The Benediction was given by Pastor Gary Brennan of the Westville Methodist Church.

Meeting Adjournment: 12:44 p.m.

*Respectively Submitted,*

*Christine A. Helder,  
Municipal Clerk*