

Borough of Westville

2013 REORGANIZATION MEETING

114 Crown Point Road
Wednesday, January 2, 2013
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 followed.

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 South Jersey Times of Woodbury, NJ and the Courier Post of Camden, NJ.

The Invocation was given by Pastor Fred Marz of the Westville United Methodist Church

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

Hearing no further comments from the public, this portion of the meeting was closed to the public.

Mayor Russell W. Welsh, Jr. administered the Oath of Office to Michael O. Ledrich and William C. Rebel

ROLL CALL:

Present: Mayor Russell W. Welsh, Jr., Council Members: Colleen Archer, Michael O. Ledrich, Charles D. Murtaugh, William C. Packer, III, William C. Rebel and Councilman Fritz Sims

Also Present: Administrator William J. Bittner, Jr., Municipal Clerk and Tax Collector Christine A. Helder, Public Works Manager Donna Domico, Police Chief Frederick Lederer, Solicitor Timothy Scaffidi and Engineer Jonathan A. Bryson

ITEMS OF BUSINESS:

Councilman Packer made a motion to nominate Councilman Michael O. Ledrich as Council President that was seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.*

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NEW BUSINESS:

- ❖ **Municipal Clerk Helder read the Consent Agenda which stated: *The items listed below (Resolutions 1 through 27) 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 approve the Consent Agenda was made by Council President Ledrich and seconded by Councilman Rebel. *Motion unanimously approved by voice vote.*

RESOLUTION NO. 1-2013 ~Adopting a Temporary Budget for 2013

RESOLUTION NO. 2-2013 ~Designating Depositories for 2013

RESOLUTION NO. 3-2013 ~Providing for Petty Cash Fund for 2013

RESOLUTION NO. 4-2013 ~Fixing the Rate of Interest and Year-End Penalty

RESOLUTION NO. 5-2013 ~Designating Legal Publications for 2013

RESOLUTION NO. 6-2013 ~Adopting Roberts Rules of Order

RESOLUTION NO. 7-2013 ~Providing for Professional Services

RESOLUTION NO. 8-2013 & AGREEMENT ~ Appointing Risk Management Consultant For Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund

RESOLUTION NO. 9-2013 ~Designating Borough Council Meeting Dates

RESOLUTION NO. 10-2013 ~Charging Penalties on Taxes, Water or Sewer that are Delinquent

RESOLUTION NO. 11-2013 ~Adopting a Cash Management Plan for 2013

RESOLUTION NO. 12-2013 ~ Designating Municipal Officials as Contact Persons for TRICOJIF for EPL for 2013

RESOLUTION NO. 13-2013 ~Designating Tax Search/Assessment Search Officers

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RESOLUTION NO. 14-2013 ~ Designating Open Public Records Request(OPRA) Custodian and Deputy Custodian of Records

NEW BUSINESS: (Continued)

RESOLUTION NO. 15-2013 ~Omit from Tax Sale Real Property-Equal Monthly Installments

RESOLUTION NO. 16-2013 ~Issuance of Duplicate Tax Sale Certificate

RESOLUTION NO. 17-2013 ~Authorizing a Service Charge for Returned Checks

RESOLUTION NO. 18-2013 ~Authorizing Bidding by Municipal Officers at Tax Sale

RESOLUTION NO. 19-2013 ~In Rem Foreclosure

RESOLUTION NO. 20-2013 ~ Allowing Purchases of Materials, Supplies, Equipment and Labor under State Contracts

RESOLUTION NO. 21-2013 ~Authorizing the Certified Tax Collector, Deputy Tax Collector and Municipal Court Administrator/Deputy Municipal Court Administrator File Proof of Claim Forms with the U.S. Bankruptcy Court

RESOLUTION NO. 22-2013 ~Authorizing a Tax Sale Pursuant to N.J.S.A. 54:5-10

RESOLUTION NO. 23-2013 ~Approving a \$25.00 Fee for Issuance of Tax Sale Certificates of Redemption

RESOLUTION NO. 24-2013 ~ Approving a Consent Agenda

RESOLUTION NO. 25-2013 ~ Appointing a Fund Commissioner and Alternate Fund Commissioner for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund

RESOLUTION NO. 26-2013 ~Appointing Officials for the Calendar Year 2013

RESOLUTION NO. 27-2013 ~Appointment of Public Agency Compliance Officer-Affirmative Action

PUBLIC COMMENT:

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

COMMENTS FROM GOVERNING BODY AND DEPARTMENT HEADS:

- ❖ Councilwoman Archer offered her congratulations to Council President Ledrich and Councilman Rebel.
- ❖ Councilman Murtaugh also offered his congratulations to Council President Ledrich and Councilman Rebel and stated he was looking forward to 2013.
- ❖ Council President Ledrich wished everyone a Happy New Year and thanked everyone for their support.
- ❖ Solicitor Scaffidi advised he was happy to be back and wished everyone a Happy New Year.
- ❖ Councilman Packer congratulated both Council President Ledrich and Councilman Rebel and asked the Clerk to include a Personnel session on the January 9, 2013 meeting agenda.
- ❖ Councilman Rebel advised he was looking forward to 2013 and serving the Borough for three more years.
- ❖ Councilman Sims offered his congratulations to Council President Ledrich and Councilman Rebel and wished everyone a Happy New Year.
- ❖ Chief Lederer also expressed his congratulations to Council President Ledrich and Councilman Rebel and wished everyone a Happy New Year.
- ❖ Mayor Welsh stated an aide from Assemblyman Whip Wilson's office stopped in prior to the meeting to advise Assemblyman Wilson had to go to the Emergency Room with a family member so was unable to attend the meeting.
- ❖ Mayor Welsh also acknowledged other meeting attendees that included: Lawrence Hubert (Public Defender), Charles Fiore (Borough Prosecutor), and Jon Bryson (Borough Engineer from Federici & Akin).

MAYOR'S MESSAGE:

Mayor Welsh acknowledged the accomplishments of not just the Department Heads but also Council Members and also shared insights for upcoming events.

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- ❖ **Reconstruction of Olive Street.**
 - Phase II - received a DOT (Department of Transportation) grant that allowed the Borough to complete Boundary Lane to Broadway.
 - Phase III - received a \$175,000 DOT grant that took the Borough from Delsea to Almonesson Road.

MAYOR'S MESSAGE: (Continued)

- ❖ The Administrative Offices moved from 1035 Broadway to 165 Broadway giving the Borough a Downtown presence as well as providing the opportunity for the Borough's expansion program.
- ❖ Reconstruction of the former Municipal Offices at 1035 Broadway permitted the Borough to provide a Community Center for residents as well as a central voting location.
- ❖ Performed over \$1.3 million dollars in upgrades and modifications to the Water Treatment Facility that included the purchase of new water meters, refurbishing and painting of the Water Tower, which was completed with a low interest loan
- ❖ Received a \$75,000 grant that will be used to install an elevator at 165 Broadway.
- ❖ Currently in the process of completing the plans for the construction of the new council chambers, court offices, and police headquarters at 165 Broadway. Construction is scheduled to be completed by the Summer of 2013.
- ❖ The Borough received a \$159,000 Federal grant that was used to purchase Public Safety equipment that included new digital 2-way mobile police radios to work with the new Gloucester County radio dispatch system. Other Public Safety equipment that was purchased included: two diesel generator light towers, two license plate readers that are mounted in patrol cars, night vision equipment, 4 mobile data computers and other items for public safety and homeland security use.
- ❖ The Westville Police Department continues to provide DARE to both Westville and National Park Elementary schools and was able to host both DARE and Mischief Night Bowling parties for the students from the Westville and National Park Elementary schools.
- ❖ The Westville Police Department was also able to organize 2 "National Night Out" events. (1 event was held for Westville residents and the other for National Park residents.)
- ❖ The Westville Police Department has a newly certified Crime Prevention Officer that will be available to residents of Westville and National Park as well as local businesses. Officer Daniel Rice attended specialized training so will be able to address residents' security concerns involving their home and offer suggestions to aid in security.

Mayor Welsh advised there were a lot of accomplishments in 2012 from Department Heads, Employees, Borough Council and from the Appointed Professionals at a very minimal expense. He further stated that 2013 was going to be another challenging year for the Borough due to the economic condition of our State and Country. He advised the economy is going to force the

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Borough be to creative again this year but reassured those residents in attendance that Borough Officials would do everything in their power to minimize any financial impact and continue to provide the top notch service they're accustomed to receiving and quite frankly deserve. Mayor Welsh concluded by wishing everyone a happy, safe and prosperous New Year and thanked everyone for attending the meeting.

The Benediction was given by Pastor Fred Marz of the Westville United Methodist Church

Mayor Welsh invited members of the audience to attend the reception at Schileen's Pub (2nd floor Banquet Room).

A motion to adjourn the meeting was made by Councilman Murtaugh and seconded by Councilman Packer.

Meeting Adjourned: 7:16 p.m.

Respectively Submitted,

Christine A. Helder
CMC/Municipal Clerk