

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

July 21, 2014 ~ 7:00 p.m.

Meeting Minutes

Mayor Welsh called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance.

Mayor Welsh advised those in attendance that if anyone would like to speak during the meeting, to come up to the microphone

The Clerk read the public notice and roll call was taken, with the following persons in attendance:

Present: Mayor Russell W. Welsh, Jr., Council President Michael O. Ledrich, Council Members: Donna Moan, Charles Murtaugh, William C. Packer, III, William Rebel and Fritz Sims

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

Motion to approve the June 16, 2014 meeting minutes was made by Councilwoman Moan and seconded by Council President Ledrich. *Motion was approved by unanimous voice vote with Councilman Sims abstaining.*

REPORTS OF THE COMMITTEES FOR JUNE

Councilwoman Moan inquired about the totals on the Water financial report. A motion to approve the reports, as submitted and with changes, was made by Council President Ledrich and seconded by Councilman Rebel. *Motion was unanimously approved by voice vote.*

PUBLIC COMMENT ON AGENDA ITEMS ONLY: No comments from audience.

JIF SAFETY PRESENTATION

Bonnie Rick of Hardenbergh Insurance Company made a presentation to Mayor and Council on the Safety Committee's efforts and provided the Governing Body with an opportunity to ask Safety related questions and to discuss the 2014 focus group topic of "Special Events/Special Attention"

Mayor Welsh read a Proclamation about Fibrodysplasia Ossificans Progressiva (known as F.O.P.), on behalf and in support of the children/young adults in the state of New Jersey afflicted with F.O.P.

OLD BUSINESS: Flooding & Train Issues

Councilman Sims asked Administrator Bittner for information regarding the storage of trains that was discussed at the June 16, 2014 meeting and Administrator Bittner advised he had no additional information to report. Additional discussion took place on the trains that were stored over the weekend and the contents of those trains. Councilman Murtaugh advised there will be an exercise on August 12 and that two Borough officials will be participants. Councilman Murtaugh also informed Mayor and Council that there's a concern, at the State level, with tank cars being stored under the 295 overpass at Route 45.

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NEW BUSINESS:

Presentation on Park Avenue Redevelopment Study by Candace Kanaplue, PP, AICP of Bach Associates on behalf of the Land Use Board and discussion of adopting a Resolution to accept the findings of the Planning Board. Councilman Sims asked for clarification on the owners of the properties.

LETTER FROM LAND USE BOARD SOLICITOR GARY D. THOMPSON WITH DETERMINATION OF LAND USE BOARD on Redevelopment & Recommendation for Block 40, Lots 1, 12 & 12.01 and Block 41, Lots 1 & 3 - Borough Right-Of-Way associated with Park Avenue between Gateway Boulevard and Crown Point Road As An Area In Need Of Redevelopment.

Written request from Clint B. Allen, Attorney for Sunoco, that Council consider the introduction of an Ordinance for the vacation of Park Avenue as part of the proposed redevelopment area.

Solicitor Scaffidi advised Mr. Allen was in the audience and confirmed Sunoco's request for an Ordinance for the vacation of Park Avenue is part of the overall plan as the Borough proceeds with the redevelopment and he had no problem moving forward with the request as part of the overall plan.

Councilman Sims asked Solicitor Scaffidi if the Borough would be introducing the Ordinance in Title only and Solicitor confirmed they would be introducing in Title only and that Mr. Allen's client provided the Borough with all the necessary information (e.g. maps, plans, legal descriptions) for the final creation. Solicitor Scaffidi advised the Borough is waiting to finalize the plan and then enter into the redevelopment agreement and then adopt the Ordinance. Administrator Bittner agreed that the Borough does not want to vacate a street unless there is a redevelopment plan in place. Additional discussion took place specific to the Ordinance and Administrator Bittner provided details regarding the Redevelopment plan. Councilman Sims discussed the issue of storing train cars. Councilman Rebel asked for an update on the "Pilot Program" as it relates to taxes and Administrator Bittner confirmed they are only in the "conceptualized" area of the redevelopment project with Sunoco and that a "redevelopment area" designation is needed in order to have the Borough entered into a "pilot program" and the Borough's concerns for lost ratables. Administrator Bittner confirmed once the "conceptualized" phase is completed, more concrete plans will be available. Clint Allen, Attorney for Sunoco, addressed Mayor and Council to confirm this process started when Sunoco decided to change its rail spur configuration across Gateway Boulevard and Crown Point Road and that Sunoco has asked for a street vacation as part of a larger rebuild project. Mr. Allen provided additional details on the project including a possible new parking lot.

- ❖ *Introduction of Ordinance No. 6 VACATING A 50' WIDE RIGHT OF WAY LOCATED ON PARK AVENUE BETWEEN CROWN POINT ROAD AND GATEWAY BOULEVARD IN THE BOROUGH OF WESTVILLE*

Motion to Introduce Ordinance No. 6-2014, in Title only, was made by Councilman Packer and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

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NEW BUSINESS: (Continued)

- ❖ **RESOLUTION NO. 92- 2014 DESIGNATING CERTAIN PROPERTY WITHIN THE BOROUGH OF WESTVILLE AS AN AREA IN NEED OF REDEVELOPMENT IN ACCORDANCE WITH THE LOCAL REDEVELOPMENT AND HOUSING LAW, N.J.S.A. 40A:12A-1 ET SEQ. (BLOCK 40, LOTS 1, 12.01 AND 12 AND BLOCK 41, LOTS 1 AND 3)**

Motion to approve Resolution No. 92-2014 was made by Council President Ledrich and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

- ❖ **REQUEST from resident Michelle White to use Galbraith Park for a 2015 wedding to coincide with the Westville fireworks.**

Administrator Bittner asked that the request be forwarded to the Public Buildings, Grounds, Parks and Playgrounds Committee because the request also asks for permission to hold a reception at that location during the Fireworks celebration which includes having portable restrooms that may require hook-up to sanitary sewer systems. Request was forwarded to the Public Buildings, Grounds, Parks and Playgrounds Committee for consideration.

- ❖ **Mayor Welsh asked for clarification from Solicitor Scaffidi regarding Resolution No. 92-2014, specifically if the Resolution was going back to the Planning Board to review for their August 4th meeting. Solicitor Scaffidi advised the Planning Board should be the entity to prepare the Plan and then forward the Plan to Mayor and Council for review.**

Motion to authorize the Planning Board to prepare the Redevelopment Plan made by Councilman Packer and seconded by Councilman Sims. *Motion unanimously approved by voice vote.*

- ❖ **Request from the Library to use \$7,000 of funds held in reserve. Administrator Bittner reminded Mayor and Council that the Library was instructed, at an earlier meeting, that if they needed additional funds, the request should be submitted in writing.**

Motion to approve the request made by Council President Ledrich and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

CONSENT AGENDA FOR THE FOLLOWING ITEMS:

- ❖ **RESOLUTION NO. 93-2014 ~ REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION N.J.S. 40A:4087 - \$500 FROM THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY TO THE ENVIRONMENTAL COMMISSION**
- ❖ **RESOLUTION NO. 94-2014 ~ REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION N.J.S. 40A:4087 - \$7625.94 CLEAN COMMUNITIES STATE OF NEW JERSEY, DEP**

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NEW BUSINESS: (Continued)

- ❖ RESOLUTION NO. 95-2014 ~ AUTHORIZING AGREEMENT BETWEEN BOROUGH OF WESTVILLE & THINKPAVERS HARDSCAPING, LLC, INCLUDING CERTIFICATE OF LIABILITY INSURANCE, PERFORMANCE BOND/PAYMENT BOND
- ❖ RESOLUTION NO. 96-2014 ~ AUTHORIZING THE APPOINTMENT OF KELLEY ANDERSEN AS DEPUTY MUNICIPAL COURT ADMINISTRATOR, EFFECTIVE AUGUST 1, 2014
- ❖ RESOLUTION NO. 97-2014 ~ AUTHORIZING WATER/SEWER CLERK TO CREDIT ACCT. #826, FOR WILLIAM BRODY 233 MAPLE AVENUE, 3RD QUARTER BILLING DUE TO METER READING ERROR IN MARCH IN THE AMOUNT OF \$598.07

Councilman Murtaugh asked if the landlord was up-to-date on other accounts. Additional discussion took place on bringing accounts to a current status.

- ❖ RESOLUTION NO. 98-2014 ~ AUTHORIZING THE PLACEMENT OF PROPERTY MAINTENANCE LIENS

<u>Block/Lot</u>	<u>Address</u>	<u>Amount</u>
4/3	442 River Drive	\$117.86
20/7	223 Highland Avenue	\$117.86
36/9	123 Maple Avenue	\$117.86
47/44	400 Broadway	\$117.86
48/9	14 Pine Street	\$139.12
51/1	351 Broadway	\$117.86
53/5.01	401 Broadway	\$117.86
68/17	721 Almonesson	\$118.51
69/3	138 Stanley Avenue	\$134.65
74/9	38 Oak Avenue	\$128.99
74/12	29 Spruce Avenue	\$118.51
79/16	153 Locust Avenue	\$128.99
81/2	104 Locust Avenue	\$132.86
82/3.01	36 E. Olive Street	\$228.84
88/6	538 Delsea Drive	\$117.86
92/12	17 Harvard Avenue	\$117.86

- ❖ RESOLUTION NO. 99-2014 ~ AUTHORIZING THE TAX COLLECTOR TO EXTEND THE DUE DATE FOR THIRD QUARTER TAX BILLS TO AUGUST 12, 2014, WITH A TEN (10) DAY GRACE PERIOD
- ❖ RESOLUTION NO. 100-2014 ~ AUTHORIZING THE WATER CLERK TO CREDIT WATER ACCOUNT #1786, 204 FLORENCE AVENUE, IN THE AMOUNT OF \$103.90 DUE TO METER READING ERROR
- ❖ RESOLUTION NO. 101-2014 ~ AUTHORIZING THE BOROUGH CLERK TO HOLD AN AUCTION ON WEDNESDAY, SEPTEMBER 10, 2014

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NEW BUSINESS: (Continued)

- ❖ RESOLUTION NO. 102-2014 ~ AUTHORIZING THE TAX COLLECTOR TO ADJUST PROPERTY TAXES BILLED FOR A PREVIOUSLY GRANTED TOTALLY DISABLED VETERAN EXEMPTION FOR ROBERT KING, 33 HARVARD AVENUE BLOCK 92, LOT 8
- ❖ RESOLUTION NO. 103-2014 ~ AUTHORIZING THE TAX COLLECTOR TO ADJUST PROPERTY TAXES BILLED FOR A PREVIOUSLY GRANTED TOTALLY DISABLED VETERAN EXEMPTION FOR EDWARD HILLAND, 312 HAZEL AVENUE, BLOCK 39, LOT 28
- ❖ RESOLUTION NO. 104-2014 ~ OPPOSING S-1972 AND A-474, CONCERNING REGISTRATION OF MULTI-FAMILY DWELLINGS UNDER THE "HOTEL AND MULTIPLE DWELLING LAW"
- ❖ RESOLUTION NO. 105-2014 ~ AUTHORIZING THE RELOCATION OF A BUS STOP ALONG ROUTE 47 (NORTHBOUND) AT NEW STREET (Discussion took place specific to the location of the bus stop.)

Council President asked what is the criteria that determines how many and where bus stops are located to which Administrator Bittner replied Mayor and Council has that authority. Administrator Bittner advised the bus stops would have to be included in an Ordinance to require Public Service to stop those locations. Further discussion took place about bus stops in the Borough and specifically the one addressed in Resolution No. 105-2014 and the amount of bus stops on Broadway.

- ❖ RESOLUTION NO. 106-2014 ~ AUTHORIZING AGREEMENT FOR WESTVILLE REGIONAL LABORATORY SHARED SERVICES FOR ALL AGENCIES
- ❖ REQUEST from Monroe Township Municipal Utilities Water/Sewer Authority to join Westville's Water Lab for Coliform sampling
- ❖ RESOLUTION NO. 107-2014 ~ ADOPTING THE MUNICIPAL WELLNESS POLICY PROGRAM
- ❖ RESOLUTION NO. 108-2014 ~ AUTHORIZING REMOVAL OF COMMERCIAL CHARGES FOR WATER AND SEWER AT 13 EDGEWATER AVENUE, PROPERTY ASSESSED TO GEORGE AND MAUREEN BAKER

Councilman Packer advised he discussed this issue with the Water, Sewer, Highway, Street Lighting & Recycling Committee who recommended that the shop be taken off the books and the water be disconnected from the Bait shop and that the last water bill be waived.

- ❖ Request from Gloucester County Division of Senior Services to have Westville's shuttle bus available for residents who want to attend the Senior Citizen Picnic on September 10th at the Red Bank Battlefield.

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NEW BUSINESS: (Continued)

Motion to approve Resolution Nos. 93 through 108 and the request from Gloucester County Division of Senior Services made by Council President Ledrich and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

Discussion took place on a request from the Coast Guard Auxiliary/Flotilla building on Edgewater Avenue (title search, deed) to deed the property back to the borough).

Administrator Bittner advised he and Council President Ledrich conducted an inspection of the building and determined it was not in bad shape; therefore he was asking Solicitor Scaffidi to conduct a Title search and prepare a Deed.

Councilman Murtaugh asked if this property could be considered for "an area in need of redevelopment". Mayor Welsh asked Administrator Bittner what he would like to do about the building and Administrator Bittner advised he needed to review the budget and advised the Borough would need a professional planner to prepare a report. Further discussion took place on when the project could be started.

MONEY COLLECTED BY CLERK

	<u>JUNE</u>	<u>YTD</u>
Police Reports	\$33.50	\$868.25
Rent	\$1,125.00	\$6750.00
Notary	\$5.00	\$12.50
Death Certificates	\$110.00	\$1,815.00
Marriage Licenses		\$448.00
Certified Marriage		\$120.00
Amusement Licenses		\$560.00
Used Cars Licenses		\$250.00
Liquor Licenses	\$12,168.00	\$12,168.00
Peddler Permits		\$50.00
Peddler Badges		\$20.00
Cat Licenses		\$50.00
Street Opening Permit	\$30.00	\$80.00
200 Foot Notification List		\$10.00
TOTALS	\$13,471.50	\$23,201.75

BILLS & VOUCHERS:

The Clerk advised that the List of Bills were posted in the Hallway.

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

A motion to pay all bills and vouchers that are in order was made by Council President Ledrich and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

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COMMUNICATIONS:

- ❖ Letter from Scarinci Hollenbeck regarding the merger of Time Warner Cable into a wholly owned subsidiary of Comcast.
- ❖ Gloucester County Utilities Authority June Meeting Minutes
- ❖ Newsletter from PSE&G on current events
- ❖ Thank you Card from Parkview Students
- ❖ Informational Letter from "Dedicated Home Care" business.
- ❖ Letter from Federici & Akin regarding the Westville United Methodist Church, 14 Center Street, review of Sketch Plan
Mayor Welsh asked Administrator Bittner how Federici & Akin got involved with the Church and Administrator Bittner replied that a Borough Ordinance requires anyone who installs a driveway into the street must have the Borough Engineer sign off on the specifications.
- ❖ Letter from Freeholder Director Dammingger advising Mayor of the Clean Communities Program. *(Program allows youth groups such as scouts, athletic organizations, clubs, church groups, and other not-for-profit organizations to raise funds by cleaning up a part of a community.)* Mayor Welsh asked if any of the Borough athletic organizations would be interested in pursuing the program. Public Works Domico advised the County usually helps once a summer to clean up some of the Parks.
- ❖ Public Notice regarding Herbert Neilio's request for approval of a Minor Subdivisin to create two additional lots from the property at Block 101, Lot 10
- ❖ Public Notice from PSEG regarding establishment of a generic proceeding to review the prudence of costs incurred by New Jersey Utility companies in response to major storm events in 2011 and 2012
- ❖ Public Notice from PSEG regarding the Annual Compliance Filing
- ❖ Letter from Tax Collector Christine Helder confirming mailing of tax bills

Administrator Bittner advised residents can now view their tax bills as well as property lien information online and that by September 1, 2014 should be able to pay their bills online as well.

PUBLIC PORTION:

George Baker, 29 Edgewater Avenue, thanked Mayor and Council for their consideration for the Water and Sewer charges at 13 Edgewater Avenue. Mr. Baker also requested to meet with the Public Buildings, Grounds, Parks & Playgrounds Committee so that he can share his ideas about the pond. Mr. Baker referenced an infrared study he completed a few years ago and inquired about doing a scan on the 165 Broadway facility.

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COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:

- ❖ Councilman Murtaugh advised on Saturday, August 12, 2014 at the Gloucester County Fire Academy a table top drill will take place. Councilman Murtaugh asked that a list of the items scheduled for “auction” be made available to Mayor and Council by Labor Day to see if anything can be used by the Athletic groups in town.
- ❖ Councilwoman Moan provided an update on the Celebration Committee activities and scheduled events. Councilwoman Moan advised on September 25th (tentative date) a fundraiser will be held at Charlie Brown’s during both the lunch and dinner servings and that if patrons mention “Westville Celebration Committee”, 20% of the sales will go the Committee.
- ❖ Councilman Rebel asked if anyone knew what Conrail was building by the old Power Plant and Administrator Bittner replied they are staging for their towers. Additionally, Councilman Rebel inquired about the start date for the River Drive project and Public Works Manager Domico confirmed it’s scheduled to begin August 4th or August 11th. Additional discussion took place on the project and completion date. Councilman Rebel asked about improvements to traffic signals and gates.
- ❖ Mayor Welsh asked about the propane tank exchange at Deli Express. Discussion took place regarding the safety issues.
- ❖ Mayor Welsh advised the Splish Splash car wash is selling cars.
- ❖ Mayor Welsh asked for an update on the Abandoned Property Ordinance and Administrator Bittner advised he was meeting with Construction Officer Bob Kunkle, to discuss his job responsibilities.
- ❖ Mayor Welsh nominated Penny Cipolone as a Library Trustee filling her mother’s (Grace Williams) spot.

Motion to nominate Penny Cipolone to the Library Board of Trustees made by Councilman Packer and seconded by Councilwoman Moan. *Motion unanimously approved by voice vote.*

Municipal Clerk Helder read Executive Resolution No. 109-2014:

- ❖ RESOLUTION NO. 109-2014 ~ EXECUTIVE RESOLUTION to discuss Contract Negotiations. Meeting will not reconvene

Motion to approve Resolution No. 109-2014 was made by Councilman Sims and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

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Motion to adjourn the meeting made by Councilwoman Moan and seconded by Councilman Packer. Motion unanimously approved by voice vote.

MEETING ADJOURNMENT at 8:30 p.m.

Respectively Submitted,

*Christine A. Helder
CMC/Municipal Clerk*

Next meeting scheduled for August 18, 2014 @ 7:00 p.m.