

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

March 31, 2014~ 7:00 p.m.

Meeting Minutes

Mayor Welsh called the meeting to order at 7:15 p.m., followed by the Pledge of Allegiance. The Clerk read the public notice and roll call was taken, with the following persons in attendance:

Present: Mayor Russell W. Welsh, Jr., Council Members, Charles Murtaugh, William C. Packer, III, Fritz H. Sims, Jr.
Councilman William C. Rebel arrived at 7:41 p.m.

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

Absent: Council President Ledrich and Councilwoman Moan

Mayor Welsh advised it was necessary to skip around the agenda until Councilman Rebel arrived but that all items on the agenda would be addressed.

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

- ❖ Joyce Lovell, 328 Summit Avenue, inquired about Ordinance No. 3-2014 and the percentage the Borough would exceed and whether a vote was needed. CFO Bruno advised the reason for the Ordinance is for the purpose of banking additional spending, if needed in the future and confirmed the Borough is not using it, but rather providing the Borough with the option if the funds are needed. CFO Bruno confirmed the percentage is a maximum of 3.5% and advised the Borough is taking the percentage to the 3.5% statutory maximum and that a vote is not needed.

- ❖ **DISCUSSION OF E-MAIL** (*Requested by Councilman Murtaugh*). Councilman Murtaugh advised the Fire District offered use of its mail server until the Borough receives a new server. Councilman Murtaugh confirmed a member of the Fire District would be available to help Administrator Bittner accomplish the set up. Mayor Welsh agreed a different system needs to be set up. Administrator Bittner advised he was not comfortable outsourcing the Borough's email to the Fire District and that he would prefer to make one change, rather than two changes (e.g. move the information to the Fire District as a temporary fix and then move back to Borough's system after equipment is received). A discussion took place regarding problems with the current email system, purchase of new equipment, software and web site. Administrator Bittner confirmed money was placed in the budget for these items and he preferred to wait to do one change, rather and two. Mayor Welsh agreed with this suggestion as long as the changes were done in a timely manner.

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Comments on the 2014 Budget:

- ❖ CFO Bruno advised the Borough brought in a little bit more money last year and that the Borough was still able to sustain its surplus.
- ❖ Public Works Manager Domico asked if the uniform contract was going to be an issue. A brief discussion took place on the purchase of uniforms for Public Works employees.

Motion to Adjourn the meeting for 10 minutes, to allow Councilman Rebel to arrive, made Councilman Sims and seconded by Councilman Packer. *Motion unanimously approved by voice vote.*

Time Out: 7:21 p.m.

Time In: 7:41 p.m.

Councilman Rebel arrived at 7:40 p.m.

NEW BUSINESS:

Introduction of:

- ❖ **ORDINANCE NO. 3-2014 ~ TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45-14)**

Motion to approve Ordinance No. 3-2014 was made by Councilman Sims and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

Introduction of:

- ❖ **2014 MUNICIPAL BUDGET.** Administrator Bittner commented the budget was as light as possible and every department has suffered. He stated Public Works Manager Domico did a real good job with her water budget last year by coming within \$1500 of her projected expenses.

Motion to approve the Introduction of the 2014 Municipal Budget was made by Councilman Packer and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 58-2014 ~ SELF EXAMINATION OF THE 2014 BUDGET (N.J.S.A. 40A:4-78b)**

Motion to approve Resolution No. 58-2014 was approved by Councilman Sims and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 59-2014 AUTHORIZING THE MAYOR TO SIGN A CONTRACT WITH INTERNATIONAL FIREWORKS (for 100th Anniversary Celebration)**

Mayor Welsh asked Public Works Manager Domico if they were unable to use a barge, could the contract reflect the use of a secondary location (which would be the site

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NEW BUSINESS: (Continued)

previously used). Public Works Manager Domico stated she would contact International Fireworks to see if the Borough would be permitted to amend the contract by April 28th. Discussion took place on the contract language and use of the barge.

Motion to sign a new contract, that included language for (1) using the barge and (2) without use of the barge made by Councilman Murtaugh and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

Councilman Murtaugh added that as a result of a conversation with Public Works Manager Domico, meetings will be set up with Local, County and State officials regarding movement of the barge. Mayor Welsh advised a \$5,000 donation was received from Wheelabrator towards the cost of fireworks

- ❖ Letter of resignation received from Patrolman Quenton Mulford, effective March 23, 2014. Motion to accept the letter of resignation was made by Councilman Murtaugh and seconded by Councilman Sims. *Motion unanimously approved by voice vote.*
- ❖ RESOLUTION NO. 60-2014 ~ APPOINTING MATTHEW UMBA AS A FULL TIME POLICE OFFICER WITHIN THE BOROUGH OF WESTVILLE.

Motion to approve the Resolution appointing Matthew Umba, as a full time Police Officer, was made by Councilman Murtaugh and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

COMMUNICATIONS:

- ❖ Gloucester County Utilities Authority Report of Audit – Year Ended October 31, 2013
- ❖ Letter from New Jersey Economic Development Authority regarding assistance through the Small Business Fund Program
- ❖ Gloucester County Utilities Authority Reorganization Meeting Minutes-February 12, 2014
- ❖ Letter from Gloucester County regarding “Anticipated 2014-15 Gloucester County Public Works Construction Projects and completed projects under the five year and two year moratorium”

PUBLIC PORTION: No comments received from the audience.

COMMENTS FROM DEPARTMENT HEADS:

- ❖ Public Works Manager Domico advised she was meeting with the Department of Environmental Protection regarding with the Solvay issue.

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PUBLIC PORTION: (Ms. Lovell asked to address Mayor and Council)

- ❖ Joyce Lovell, 328 Summit Avenue advised on April 12th volunteers are needed to clean the beach and the stream at River Drive. Ms. Lovell further added the beach is the original beach that people went to 100 years ago.

Municipal Clerk Helder read Executive Resolution No. 61-2014 to discuss Personnel and Employment matters within the Municipal Offices.

Motion to approve Resolution No. 61-2014 was made by Councilman Rebel and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

Time In: 7:55 p.m.

Time Out: 9:30 p.m.

- ❖ AUTHORIZATION FOR BOROUGH ADMINISTRATOR to negotiate with Bob Kunkle for the part-time position of Construction Official with the Borough of Westville. (Administrator Bittner was asked to keep Mayor and Council apprised of his progress.) Motion to permit Administrator Bittner to negotiate made by Councilman Packer and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*
- ❖ AUTHORIZATION by Mayor Welsh for Administrator Bittner to offer employment to Nicole Murtaugh and Linda Sims as part-time office clerks with Resolutions approving these appointments to be on the April 14th agenda.

Administrator Bittner asked for permission to pay the final invoice received from Straga Brothers. Motion to approve the payment made by Councilman Rebel and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

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

Meeting Adjourned at 9:32 p.m.

Respectively Submitted,

*Christine A. Helder
CMC/Municipal Clerk*

*Next meeting scheduled for April 28, 2014 @ 7:00 p.m.
www.westville-nj.com*