

BOROUGH OF WESTVILLE  
Regular Council Meeting  
165 Broadway  
September 15, 2014 ~ 7:00 p.m.  
*Meeting Minutes*

Council President Ledrich called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance.

Council President Ledrich 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:* Council President Michael O. Ledrich, Council Members: 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, Public Works Manager Donna Domico, Engineer Paul Breir Chief Whinna and Solicitor Timothy Scaffidi

*Absent:* Mayor Russell W. Welsh, Jr. and Councilwoman Donna Moan

Motion to approve the August 18 and August 25, 2014 meeting minutes was made by Councilman Packer and seconded by Councilman Murtaugh. *Motion was approved by unanimous voice vote.*

**REPORTS OF THE COMMITTEES FOR AUGUST**

A motion to approve the reports, as submitted, was made by Councilman Rebel and seconded by Councilman Packer. *Motion was unanimously approved by voice vote.* Councilman Sims questioned information on the Housing report and Administrator Bittner responded there is a slight glitch with the system.

**PUBLIC COMMENT ON AGENDA ITEMS ONLY:** No comment received from the Public

**OLD BUSINESS:** Flooding & Train Issues

Councilman Murtaugh advised he received a call from Senator Norcross' office advising him the New Jersey Department of Transportation studied the Route 45 drainage issues and cleared some pipes but determined there is a collapsed pipe along the route that the State will have to fix. Administrator Bittner advised the railroad did replace some of the pipes in that area. Administrator Bittner also commented the Borough received a complaint from a resident regarding trains being parked and running all weekend which is a similar situation to the one at Hazel Avenue and that Sunoco assured the Borough, would not happen again. Administrator Bittner confirmed he has a video of the trains and also placed a called to Sunoco and was told by the plant manager that the train broke down and because of a 24-hour working window they could not get anyone out to fix the trains and that they were not Sunoco trains.

## Meeting Minutes

### NEW BUSINESS:

- ❖ INTRODUCTION OF ORDINANCE NO. 8-2014 - BOND ORDINANCE AUTHORIZING REHABILITATION OF BOROUGH OWNED PROPERTIES AND INSTALLATION OF A TRAFFIC SIGNAL FOR THE BOROUGH OF WESTVILLE, COUNTY OF GLOUCESTER APPROPRIATING THE SUM OF \$275,000.00 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF WESTVILLE, COUNTY OF GLOUCESTER, NEW JERSEY IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$261,250.00; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

(Discussion took place on the improvements to be made to 165 Broadway, including the roof.)

Motion to Introduce Ordinance No. 8-2014 was made by Councilman Murtaugh and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

- ❖ INTRODUCTION OF ORDINANCE NO. 9-2014 - AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A TRANSFER OF PROPERTY OWNED BY THE FLOTILLA FOUNDATION OF GLOUCESTER COUNTY KNOWN AS 929 EDGEWATER AVENUE (BLOCK 19, LOT 6) TO THE BOROUGH OF WESTVILLE, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

Motion to Introduce Ordinance No. 9-2014 was made by Councilman Sims and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 116-2014 ~ APPOINTING STEPHEN CATTELL TO THE POSITION OF FULL TIME LABORER I, EFFECTIVE SEPTEMBER 17, 2014

Motion to approve Resolution No. 116-2014 was made by Councilman Sims and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 117-2014 ~ APPOINTING ROBERT J. BERNAUER AS A SPECIAL LAW ENFORCEMENT OFFICER II, EFFECTIVE SEPTEMBER 17, 2014

Motion to approve Resolution No. 117-2014 was made by Councilman Murtaugh and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 118-2014 ~ APPOINTING MICHAEL MANGIARACINA, JR. AS A SPECIAL LAW ENFORCEMENT OFFICER II, EFFECTIVE SEPTEMBER 17, 2014

*Meeting Minutes*

**NEW BUSINESS:** (Continued)

Motion to approve Resolution No. 118-2014 was made by Councilman Packer and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 119-2014 ~ APPOINTING KEVIN J. LOKAJ AS A SPECIAL LAW ENFORCEMENT OFFICER II, EFFECTIVE SEPTEMBER 17, 2014

Motion to approve Resolution No. 119-2014 was made by Councilman Murtaugh and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 120-2014 ~ APPOINTING JACOB P. SORG AS A SPECIAL LAW ENFORCEMENT OFFICER II, EFFECTIVE SEPTEMBER 17, 2014

Motion to approve Resolution No. 120-2014 was made by Councilman Sims and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 121-2014 ~ APPOINTING NICOLE MURTAUGH AS A FULL TIME OFFICE CLERK IN THE ADMINISTRATIVE OFFICE EFFECTIVE SEPTEMBER 17, 2014

(Solicitor Scaffidi noted, for the record, that Councilman Murtaugh recused himself by leaving the dais and sat in the public sitting area for this motion.)

Motion to approve Resolution No. 121-2014 was made by Councilman Sims and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

(Solicitor Scaffidi noted, for the record, Councilman Murtaugh rejoined Council at the dais and will participate in the business of the Governing Body)

- ❖ REQUEST FROM SCHILEEN'S PUB FOR AN ABC CATERING PERMIT (*For the Fall Festival scheduled for Saturday, October 18, 2014*)

Motion to approve the request was made by Councilman Murtaugh and seconded by Councilman Packer. *Motion unanimously approved by voice vote.*

- ❖ AGREEMENT FOR RENEWAL OF THE SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND

Administrator Bittner confirmed this is the Borough's yearly contract renewal with the South Jersey HIF (Health Insurance Fund)

Motion to approve the request was made by Councilman Murtaugh and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

## Meeting Minutes

### NEW BUSINESS: (Continued)

- ❖ **REQUEST** from Patrolman Erik Hibbs to terminate his medical coverage, with reimbursement of ½ the cost of the Borough's Single Coverage Premium.

Motion to approve the request was made by Councilman Sims and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 122-2014 ~ MEMBERSHIP RENEWAL WITH THE SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND**

Motion to approve Resolution No. 122-2014 was made by Councilman Packer and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

### **CONSENT AGENDA FOR THE FOLLOWING ITEMS:**

**RESOLUTION NO. 123-2014**      **REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION N.J.S. 40A: 4-87**

**RESOLUTION NO. 124-2014**      **REFUNDING TAX OVERPAYMENT IN THE AMOUNT OF \$837.00 TO VIVIAN WILLIAMS AND THOMAS GURLIN, 316 HIGH STREET, BLOCK 50, LOT 22. (Taxes were paid by the homeowners and the mortgage company.)**

**RESOLUTION NO. 125-2014**      **REFUNDING TAX OVERPAYMENT IN THE AMOUNT OF \$1,137.58 TO CORELOGIC LLC, PAID ON BLOCK 92, LOT 8, FOR PROPERTY ASSESSED TO ROBERT KING, 33 HARVARD AVENUE, BLOCK 92/LOT 8. (Mr. King was previously granted the status of totally disabled veteran.)**

**RESOLUTION NO. 126-2014**      **AUTHORIZING THE PLACEMENT OF PROPERTY MAINTENANCE LIENS**

<u>Block/Lot</u>	<u>Address</u>	<u>Amount</u>
20/7	223 Highland Avenue	\$119.16
47/44	400 Broadway	\$119.16
53/5.01	401 Broadway	\$119.16
67/20	601 Almonesson Avenue	\$302.48
69/3	138 Stanley Avenue	\$119.16
81/25	36 E. Olive Street	\$119.16
88/6	538 Delsea Drive	\$119.16
92/12	17 Harvard Avenue	\$134.16

Motion to approve Resolutions Nos. 123-126 was made by Councilman Murtaugh and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

## Meeting Minutes

### MONEY COLLECTED BY CLERK

	<u>AUGUST</u>	<u>Year-To-Date</u>
Police Reports	\$127.63	\$1048.72
Rent	\$1,125.00	\$8450.00
Notary		\$15.00
Death Certificates	\$240.00	\$2370.00
Marriage Licenses	\$56.00	\$616.00
Certified Marriage	\$20.00	\$170.00
Amusement Licenses		\$560.00
Used Cars Licenses		\$250.00
Liquor Licenses		\$12,168.00
OPRA	\$2.70	\$2.70
Peddler Permits		\$125.00
Peddler Badges	\$10.00	\$30.00
Firearms	\$7.00	\$7.00
Cat Licenses		\$50.00
Street Opening Permit	\$10.00	\$90.00
<u>200 Foot Notification List</u>		<u>\$20.00</u>
TOTALS	\$1,598.33	\$25,972.42

### 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 Rebel and seconded by Councilman Sims. *Motion unanimously approved by voice vote.*

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

### COMMUNICATIONS:

- ❖ Letter of Resignation from Cody Mroz, SLEO, II, effective September 15, 2014  
Motion to accept the letter of Resignation from Cody Mroz was made by Councilman Sims and seconded by Councilman Murtaugh. Motion unanimously approved by voice vote.
- ❖ Letter from Susan Luckins, 121 Duncan Avenue, regarding a reduction in her taxes  
Administrator Bittner confirmed the letter was just received in the office and he would like to do more research on the request before taking action and would report back at the next meeting. (Someone was speaking from the audience but their comments were inaudible.)
- ❖ Letter from New Jersey, Department of Consumer Affairs regarding Designation of Redevelopment Plan
- ❖ Letters from Comcast regarding changes to channel line-up
- ❖ Letter from the State of New Jersey, Department of Environmental Protection regarding Air Pollution Control Operating Permit Renewal for Wheelabrator
- ❖ New Jersey Public Hearing Notice regarding the Senior Citizen and Disabled Resident Transportation Assistance Act (SCDRTAP)
- ❖ Notice form PSE&G regarding Its Energy Efficiency Economic Extension Program
- ❖ Letter from the State of New Jersey, Department of Health regarding reimbursement of costs of hepatitis B inoculations

## Meeting Minutes

**PUBLIC PORTION:** Meeting was opened to the public and hearing no comments, this portion of the meeting was closed to the public.

### **COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:**

- ❖ Councilman Packer advised the Public Works Committee met with Public Works Manager Domico to discuss the Capital Budget Plan for 2014-2016 and water main problems the Borough will be facing in the future. Councilman Packer further advised Public Works Manager Domico will be meeting with Administrator Bittner and Chief Financial Officer Bruno at a later date and then report back to Council as to how the Borough plans on tackling these problems. Councilman Packer remarked the water mains on Almonesson Road and Walnut Street are in deplorable condition and doesn't believe they can hold many more clamps. Councilman Packer also advised he contacted two County Freeholders to see when Almonesson Road would be "blacktopped" and was told there was nothing planned for this or next year. Administrator Bittner advised he was aware of the situation and would be working on obtaining funds for the project. Public Works Manager Domico commented if the Borough proceeds with the project she would like to include Hazel Avenue.
- ❖ Solicitor Scaffidi initiated a conversation regarding the specs for the Water Tower Project. Public Works Manager Domico provided additional information on the project. Councilman Murtaugh asked if the lights on the Water Tower could be moved or the direction changed so that they reflect better on the lettering. Additional discussion took place on monies available for the remainder of the project.
- ❖ Public Works Manager Domico noted on the Engineer's report (item C, page 3 - Municipal Aid for 2015) and suggested High Street from Duncan to New would be a good application because those streets are not in good condition. Discussion took place on the possible removal of trees in the area and Administrator Bittner commented about improvements to Frontage Road. Administrator Bittner suggested Council approve both applications and let him, Public Works Manager Domico and Engineer Bryson decide on which project to submit to DOT.

Motion to permit Administrator Bittner, Public Works Manager Domico and Engineer Bryson to decide on which project to submit to DOT was made by Councilman Packer and seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.*

Additional discussion took place on the issues with Frontage Road, River Drive and Crown Point Road.

- ❖ Municipal Clerk Helder advised there was a special meeting scheduled for September 29, 2014 at 7 p.m. to approve Bond Ordinance No. 8-2014. Administrator Bittner discussed the timeframe for approving and advertising the Bond Ordinance.
- ❖ Municipal Clerk Helder advised an Executive Session was not needed.

## Meeting Minutes

### COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS: (Continued)

- ❖ Police Chief Whinna thanked Council for approving hiring the part time SLEO's.
- ❖ Council President Ledrich commented Santa will be at the Park on Saturday, December 6 and that he received a text from the Mayor asking Public Works Manager Domico to replace the flowers in the flower pots along Broadway with Fall flowers.
- ❖ Discussion of the streets lights that were not lit was discussed.

Motion to adjourn the meeting made by Councilman Murtaugh and seconded by Councilman Rebel. *Motion unanimously approved by voice vote.*

*MEETING ADJOURNMENT at 7:36 p.m.*

*Respectively Submitted,*

*Christine A. Helder  
CMC/Municipal Clerk*

*Next meeting scheduled for October 20, 2014*