

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

July 11, 2016 - 7:00 p.m.

Meeting Minutes

Council President Ledrich called the meeting to order at 7:01 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:

Council President Michael O. Ledrich, Council Members: Paul C. Mailley, Donna Moan, Charles D. Murtaugh, Bruce Nordaby and Fritz H. Sims, Jr., Municipal Clerk/Tax Collector Christine Helder, Administrator William J. Bittner, Jr., Public Works Manager Donna Domico, Public Works Assistant Manager Martin E. Finger, Jr., Engineer Jon Bryson, Police Chief William Whinna and Solicitor Timothy Scaffidi

Absent: Mayor Russell W. Welsh, Jr.,

A motion to approve the Meeting Minutes from June 13, 2016 was made by Councilwoman Moan and seconded by Councilman Nordaby. *Motion was unanimously approved by voice vote.*

Presentation entitled "Safety on the Agenda" was given by Joe Henry of the Hardenbergh Insurance Group. Mr. Henry recognized Tim and Ed Leahy as the Safety Coordinators, Tina Helder, Claims Coordinator and Bill Bittner the Fund Commissioner.

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

Joyce Lovell, 328 Summit Avenue, inquired about getting copies of bids specs for the Sale of the Water Utility. Clerk Helder asked Ms. Lovell to put her request in writing so that she could provide the requested information.

OLD BUSINESS: No old business.

NEW BUSINESS:

- ❖ *Introduction of:* ORDINANCE NO. 11-2016 ~ REPEALING CHAPTER 180, FLOOD PREVENTION OF THE CODE OF THE BOROUGH OF WESTVILLE AND HEREBY ADOPTING A NEW CHAPTER 180, FLOOD DAMAGE PREVENTION CHAPTER FOR THE BOROUGH OF WESTVILLE

A motion to introduce Ordinance No. 11-2016 was made by Councilman Murtaugh and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

NEW BUSINESS: (Continued)

- ❖ *Introduction of:* **ORDINANCE NO. 12-2016, AMENDING CHAPTER 272. VEHICLES AND TRAFFIC, ARTICLE IX. SCHEDULES, §373-37. SCHEDULE IX: STOP INTERSECTIONS** (adding stop signs at intersections of Edgewater Avenue at Poplar Avenue and High Street at Walnut Street)

A motion to introduce Ordinance No. 12-2016 was made by Councilman Sims and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

- ❖ *Bids Results received by the Clerk for possible Sale of Water Utility on July 6, 2016 as follows:*

<u>NAME</u>	<u>AMOUNT OF BID #1 (Water/Wastewater & Lab)</u>
Aqua New Jersey Inc.	\$10,150,000.
New Jersey American Water	\$ 9,630,000.

<u>NAME</u>	<u>AMOUNT OF BID #2 (Water System Only)</u>
Aqua New Jersey Inc.	\$8,400,000.
New Jersey American Water	\$7,000,000.

<u>NAME</u>	<u>AMOUNT OF BID #3 (Wastewater Only)</u>
New Jersey American Water	\$2,300,000.

No Bids Received for **BID #4 - Laboratory Assets**

- ❖ *Introduction of:* **ORDINANCE NO. 13-2016 APPROVING THE CONSIDERATION OF A PROPOSED SALE BETWEEN THE BOROUGH AND AQUA NEW JERSEY, INC. FOR THE SALE OF THE BOROUGH'S WATER UTILITY SYSTEM AND AUTHORIZING A PROPOSAL TO BE PRINTED ON THE BALLOT FOR CONSIDERATION BY THE VOTERS WITHIN THE BOROUGH AT THE GENERAL ELECTION ON NOVEMBER 8, 2016 TO APPROVE A PROPOSED SALE OF THE BOROUGH'S WATER UTILITY SYSTEM TO AQUA NEW JERSEY, INC.**

Council President Ledrich inquired about the deadline date for submitting this information to the County Clerk's Office and Clerk Helder advised the deadline is August 19, 2016.

Councilman Sims stated he had questions and wanted confirmation regarding what the Council was being asked to do. Administrator Bittner advised, by approving introduction of Ordinance No. 13-2016 tonight, Council was approving publishing the Ordinance and scheduling a public meeting.

Motion to Introduce Ordinance No. 13-2016 was made by Councilman Sims and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

NEW BUSINESS: (Continued)

- ❖ **RESOLUTION NO. 86-2016 ~ TO AFFIRM THE BOROUGH OF WESTVILLE'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS**

Administrator Bittner advised the Borough is required by JIF to renew, annually, the Borough's Civil Rights policy.

A motion to approve Resolution No. 86-2016 was made by Councilwoman Moan and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 87-2016 ~ REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION N.J.S. 40A:4087 IN THE AMOUNT OF \$10,597.33 FROM THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE CLEAN COMMUNITIES PROGRAM**

A motion to approve Resolution No. 87-2016 was made by Councilman Sims and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 88-2016 ~ REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION N.J.S. 40A:4087 IN THE AMOUNT OF \$500.00 FROM THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY**

A motion to approve Resolution No. 88-2016 was made by Councilman Sims and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 89-2016 ~ TO ENTER AN URBAN COUNTY COOPERATION AGREEMENT WITH THE COUNTY OF GLOUCESTER FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT AND HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS**

A motion to approve Resolution No. 89-2016 was made by Councilwoman Moan and seconded by Councilman Mailley. *Motion approved by majority roll call vote with Councilman Murtaugh abstaining.*

- ❖ **RESOLUTION NO. 90-2016 ~ AUTHORIZING THE PLACEMENT OF PROPERTY MAINTENANCE LIENS (List attached to agenda)**

A motion to approve Resolution No. 90-2016 was made by Councilman Nordaby and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

NEW BUSINESS: (Continued)

- ❖ **RESOLUTION NO. 91-2016 ~ CREDITING WATER ACCOUNT NO. 1421, 632 DELSEA DRIVE, DUE TO METER READING ERROR IN THE AMOUNT OF \$544.21**

A motion to approve Resolution No. 91-2016 was made by Councilman Nordaby and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 92-2016 ~ ESTABLISHING A 2016 ABANDONED PROPERTY LIST PURSUANT TO "CHAPTER 258 PROPERTY MAINTENANCE, ARTICLE II, ABANDONED PROPERTY, §259-9. IDENTIFICATION OF ABANDONED PROPERTIES**

A motion to approve Resolution No. 92-2016 was made by Councilman Mailley and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

Councilman Sims asked if this list was new. Administrator Bittner advised the Abandoned List was an update to a previous Resolution and that the revised list opens up all new avenues of property enforcement for the Borough. Additional discussion took place regarding abandoned properties.

- ❖ **RESOLUTION NO. 93-2016 ~ EXTENDING THE DUE DATE FOR TAX BILLS FOR THE 3rd QUARTER, 2016 (Due date will be extended to August 8, with a 10 day grace period ending August 17.)**

A motion to approve Resolution No. 93-2016 was made by Councilwoman Moan and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

- ❖ Discussion took place on the 2017-2019 Membership Renewal in the TRICO JIF. Administrator Bittner noted this is a process the Borough goes through every three years and asked Council to compile any questions they may have and present them at the August 8, 2016 meeting that will be attended by JIF representatives. Administrator Bittner highlighted the benefits of staying with JIF.

- ❖ **REQUEST from the Macedonia Baptist Church to hold a basketball tournament on Saturday, August 20, 2016 from 11 a.m. to 5 p.m. to raise funds for their church.**

Councilman Mailley inquired about the Borough's liability since the event would be held on Borough property. Clerk Helder confirmed the Church submitted their insurance form and hold harmless agreement. Chief Whinna expressed his concerns about parking and space for spectators. Councilwoman Moan asked about supervision of the event. Clerk Helder was asked to present Council's questions to the Church and report back at the August 8, 2016 meeting.

MONEY COLLECTED BY CLERK FOR THE MONTH OF JUNE

Police	\$99.95
Rent	\$1,225.00
Notary	\$5.00
Death Certificates	\$260.00
Marriage Licenses	\$56.00
Certified Copies-Marriage Licenses	\$10.00
Liquor License	\$12,168.00
Cat License	\$7.00
200 ft. list	\$10.00
TOTAL	\$13,840.95

BILLS & VOUCHERS:

The Clerk advised that the list of bills was posted in hallway.

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

A motion to pay all bills and vouchers that were in order, was made by Councilwoman Moan and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

COMMUNICATIONS:

1. Letter from Federici & Akin regarding the installation of two stop signs: (1) High Street at Walnut Avenue Intersection and (2) Edgewater Avenue at Poplar Avenue Intersection
2. Certification Schedule of the 2016 General Tax Rate from the County Board of Taxation
3. Letter from Ashley Wolk, introducing herself as the newly appointed Vicinage Municipal Court Division Manager for Cumberland/Gloucester/Salem Counties.

PUBLIC PORTION:

- ❖ Joyce Lovell, 328 Summit Avenue, asked if the Borough was going to advertise the July 15, 2016 meeting on the electronic signs. Administrator Bittner advised the sign at Almonesson & Delsea Drive was broken and Councilman Murtaugh confirmed the meeting information would be displayed on the sign at the Firehouse at Broadway and Olive Street. Ms. Lovell asked about bids received for the sale of the Water Utility and stated members of the Environmental Commission were in favor of keeping the Water Lab rather than including it as part of the sale of the Water Utility. Ms. Lovell asked if there were addendums to the bids and Administrator Bittner confirmed there was one addendum.

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:

- ❖ Engineer Bryson provided an update on the Ryan Avenue and Yale Avenue street projects.
- ❖ Councilwoman Moan asked if the Building and Grounds Committee met with the Rolling Badges motorcycle club regarding them possibly utilizing 114 Crown Point Road as a clubhouse. Councilman Murtaugh stated the group has not yet reached out to the Borough regarding using the building.
- ❖ Councilwoman Moan asked Chief Whinna for an update on the grant request for a crossing sign at Delsea and Almonesson. Administrator Bittner advised he is going to submit a CDBG (Community Development Block Grant) for this project.
- ❖ Councilwoman Moan advised the Planning and Business Development Committee is meeting on July 18, 2016 with Freeholder Heather Simmons and Tom Bianco, Director of Economic Development for Gloucester County and stated if any Council Member had questions for the committee to let her know.
- ❖ Councilman Nordaby expressed his concern about a boat sitting in the parking lot of what use to be "Teddy's Place" at Olive Street and Broadway. Chief Whinna commented, according to Borough Ordinance, the boat should be tagged and covered. Administrator Bittner stated the Borough has been unable to contact the owner of the property.
- ❖ Clerk Helder asked Council to consider use of Credit Cards as a means of payment for residents for Taxes, Water and Sewer utilities. She advised in order to provide this service to residents, the Borough server needed to be upgraded, in addition to the Edmunds Software and advised the only cost to the Borough would be the purchase of the credit card machine. Administrator Bittner confirmed the "convenience" fee charged by the bank for this service would be paid by the resident and the Borough's Technical Consultant is looking into system requirements for this feature.
- ❖ Councilman Murtaugh asked Joyce Lovell if the Environmental Commission had ever talked about the geese feces throughout the town. Ms. Lovell confirmed the issue has not been discussed recently. Ms. Lovell stated people need to stop feeding the wildlife. Councilman Murtaugh asked Administrator Bittner if a letter could be sent to Fish and Game to see what can be done about the geese on River Drive.
- ❖ Councilman Murtaugh advised lights were installed around the Pond and he will be working with Public Works Manager Domico to trim trees.
- ❖ Municipal Clerk Helder read RESOLUTION NO. 94-2016 ~ AUTHORIZING EXECUTIVE SESSION TO DISCUSS NEGOTIATION MATTERS

A motion to approve Resolution No. 94-2016 was made by Councilman Murtaugh and seconded by Councilwoman Moan. *Motion unanimously approved by voice vote.*

Time In: 7:44 p.m. Time Out: 8:51 p.m.

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:

- ❖ Discussion took place regarding updating the title of Ordinance No. 13-2016 to read "Ordinance of the Borough of Westville, in the County of Gloucester, New Jersey, Approving the Consideration of a Proposed Sale Between the Borough and Aqua New Jersey, Inc. for the Sale of the Borough's Water Utility System and Authorizing a Proposal to be Printed on the Ballot for Consideration by the Voters within the Borough at the General Election on November 8, 2016 to Approve a Proposed Sale of the Borough's Water Utility System to Aqua New Jersey, Inc."

A motion to approve amending the title to Ordinance No. 13-2016 was made by Councilman Nordaby and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote.*

- ❖ Motion to pay the \$500 deductible to Brianna Ocasio, whose car was damaged by a tree on Borough property at 167 Broadway, provided she sign the release, was made by Councilman Nordaby and seconded by Councilman Sims. *Motion unanimously approved by voice vote.*

A motion to adjourn the meeting was made by Councilman Nordaby and seconded by Councilwoman Moan. *Motion unanimously approved by voice vote.*

The meeting was adjourned at 8:54 p.m.

Respectively Submitted,

*Christine A. Helder
CMC/Municipal Clerk*

**Special Council meeting scheduled for July 15, 2016 @ 7:00 p.m.
Next Regular Scheduled Council meeting is August 8, 2016 @ 7:00 p.m.**

ATTACHMENT

PROPERTY MAINTENANCE LIENS

<u>Block/Lot</u>	<u>Address</u>	<u>Amount</u>
4/3	442 River Drive	\$164.76
6/20	533 Highland Avenue	\$168.51
9/2	440 Highland Avenue	\$162.13
9/3	Wells Fargo Bank	\$162.13
34/39	Alessandra Blair	\$162.13
35/1	100 Poplar Avenue	\$168.51
35/7	134 Maple Avenue	\$184.76
36/9	123 Maple Avenue	\$168.51
39/21	605 Crown Point Road	\$182.13
45/1	714 Gateway Boulevard	\$182.13
48/6	20-22 Pine Street	\$169.62
48/6	20-22 Pine Street	\$168.51
48/16	224-226 Broadway	\$142.13
51/1	351 Broadway	\$168.51
52/17	331 High Street	\$168.51
53/1	427 Broadway	\$169.62
53/1	427 Broadway	\$168.51
53/5.01	401 Broadway	\$169.62
53/5.01	401 Broadway	\$168.51
57/10	237 Delsea Drive	\$168.51
57/22	201 Delsea Drive	\$162.31
59/16	235 Edgewater Avenue	\$128.51
68/8	101 Stanley Avenue	\$182.13
68/8	101 Stanley Avenue	\$162.13
70/2	500 Almonesson Road	\$168.51
71/13	262 Chestnut Street	\$148.51
72/2	234 W. Olive Street	\$162.13
72/8	204 W. Olive Street	\$182.13
74/9	38 Oak Avenue	\$184.76
74/9	38 Oak Avenue	\$168.51
74/12	29 Spruce Avenue	\$184.76
74/12	29 Spruce Avenue	\$168.51
77/7	124 Spruce Avenue	\$168.51
77/24	124 Spruce Avenue	\$162.13
81/16	160 Locust Avenue	\$188.51
82/3.01	36 E. Olive Street	\$182.13
83/10	160 E. Olive Street	\$148.51
86/7	40 Walnut Street	\$168.51
86/7	40 Walnut Street	\$164.76
92/12	17 Harvard Avenue	\$168.51
88/6	538 Delsea Drive	\$182.13
92/12	17 Harvard Avenue	\$168.51
95/8	102 Harvard Avenue	\$184.76
95/8	102 Harvard Avenue	\$168.51
95/20	33 Lehigh Avenue	\$168.51
100/19	23 Hillside Avenue	\$162.13