

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

June 12, 2017 ~ 7:00 p.m.

Meeting Minutes

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

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

Mayor Russell W. Welsh, Jr., 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 Ryan J. Giles, Public Works Assistant Manager Martin Finger, Engineer Jon Bryson, Chief William Whinna and Solicitor Shannon Corneilius

Absent: Public Works Manager Donna Domico

A motion to approve the meeting minutes of May 8, 2017 was made by Council President Ledrich and seconded by Councilwoman Moan. *Motion was unanimously approved by voice vote.*

PUBLIC COMMENT ON AGENDA ITEMS ONLY: No Comments Received

Presentation entitled "Safety on the Agenda" was given by Joe Henry of the Hardenbergh Insurance Group. Mr. Henry recognized Tim Leahy as the Safety Coordinator, Tina Helder, Claims Coordinator and Ryan Giles the Fund Commissioner. Mr. Henry provided a brief synopsis of the Borough's program and congratulated the Borough on meeting the safety requirements to qualify for the 2017 Safety Incentive Award in the amount of \$2950.

REPORTS OF THE COMMITTEES FOR MAY:

A motion to approve the reports, as submitted, was made by Councilwoman Moan and seconded by Councilman Murtaugh. *The motion was unanimously approved by voice vote.*

Mayor Welsh read a Proclamation Honoring Runnemedede Daisy and Brownie Troop #30210 for their participation in the Borough's Memorial Day Service

OLD BUSINESS: No old business

NEW BUSINESS:

Introduction of:

BOND ORDINANCE NO. 6-2017 ~ AUTHORIZING THE RECONSTRUCTION OF YALE DRIVE IN AND FOR THE BOROUGH OF WESTVILLE, COUNTY OF GLOUCESTER, NEW JERSEY; APPROPRIATING THE SUM OF \$235,000 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 \$40,850 MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

A motion to introduce Ordinance No. 6-2017 was made by Council President Ledrich and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

NEW BUSINESS: (Continued)

❖ **Introduction of:**

ORDINANCE NO. 7 ~ AMENDING CHAPTER 56 OF THE CODE OF THE BOROUGH OF WESTVILLE (Police Department)

Administrator Giles advised the changes are specific to fees charged for Police side work.

A motion to approve Ordinance No. 7-2017 was made by Councilman Murtaugh and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

❖ **RESOLUTION NO. 89-2017 ~ TO AMEND CAPITAL BUDGET FOR IMPROVEMENTS TO YALE DRIVE**

A motion to approve Resolution No. 89-2017 was made by Council President Ledrich and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

❖ **RESOLUTION NO. 90-2017 ~ AUTHORIZING AN AUCTION ON JUNE 28, 2017 OF MUNICIPALLY OWNED PROPERTY NO LONGER NEEDED FOR PUBLIC USE**

Discussion took place regarding the items for sale and the minimum bid requirement for purchase.

A motion to approve Resolution No. 90-2017 was made by Council President Ledrich and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

Bids were received and opened by the Borough Clerk for the FY2017 Water Main Replacement Project on May 31, 2017, with the following results:

<u>BIDDER</u>	<u>BASE BID</u>	<u>BASE BID + ALTERNATES 1, 2 & 3</u>
Pioneer Pipe Contractors Glassboro Cross Keys Road, Glassboro	\$1,019,832.00	\$1,352,992.00
DSC Construction 308 Lexington Avenue, Bayville	\$1,179,735.00	\$1,497,506.00
RTW Construction 16 Old Red Lion Road, Southampton	\$1,193,995.00	\$1,578,070.00
Reivas Contracting 356 Thomas Street, Newark	\$1,342,750.81	\$1,757,276.81
South State 2-2 Reeves Road, Bridgeton	\$1,411,001.00	\$1,852,166.00
T&T Commonwealth Construction 460 Faraday Avenue, Jackson	\$1,487,054.00	\$2,064,591.00
Mathis Construction 1510 Route 539, Little Egg Harbor	\$2,008,735.00	\$2,588,852.00

LETTER from Solicitor Scaffidi advising he had no objections to the bid package submitted by Pioneer Pipe Contractors. (Paperwork was all in order.)

❖ **RESOLUTION NO. 91-2017 ~ AUTHORIZING THE GOVERNING BODY OF THE BOROUGH OF WESTVILLE TO AWARD THE BID FOR THE FY2017 WATER MAIN REPLACEMENT PROJECT TO PIONEER PIPE CONTRACTORS FOR THE BASE BID AMOUNT (PLUS ALTERNATIVES 1, 2 & 3) OF \$1,352,992.00**

A motion to approve Resolution No. 91-2017 was made by Councilman Sims and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

NEW BUSINESS: (Continued)

- ❖ **RESOLUTION NO. 92-2017 ~ AUTHORIZING ISSUANCE OF THE 2017-2018 RETAIL LIQUOR LICENSE FOR GRABBES INC., WESTVILLE POWER BOAT ASSOCIATION, SCHILEENS PUB INC., SAJAL SHRADDHA LLC (a/k/a Westville Discount Liquors/Hot Shots/Gateway Liquor Store)**

A motion to approve Resolution No. 92-2017 was made by Councilman Mailley and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 93-2017 ~ APPOINTING JONATHON J. LAWRENCE TO THE FULL TIME POSITION OF UTILITYMAN IN THE PUBLIC WORKS DEPARTMENT, EFFECTIVE, JUNE 2, 2017**

A motion to approve Resolution No. 93-2017 was made by Council President Ledrich and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 94-2017 ~ APPOINTING THOMAS P. HARDING AS A PART-TIME SUMMER HELP PUBLIC WORKS EMPLOYEE, EFFECTIVE, JUNE 2, 2017**

A motion to approve Resolution No. 94-2017 was made by Councilman Murtaugh and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 95-2017 ~ AUTHORIZING THE PLACEMENT OF PROPERTY MAINTENANCE LIENS (*List attached to agenda*)**

A motion to approve Resolution No. 95-2017 was made by Council President Ledrich and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 96-2017 ~ AUTHORIZING THE TAX COLLECTOR TO REFUND A TAX OVERPAYMENT IN THE AMOUNT OF \$2,406.15 TO MORTGAGE HOLDER, CORELOGIC FOR 3RD QUARTER 2017 TAXES FOR BLOCK 53, LOT 5.01, 401 BROADWAY**

A motion to approve Resolution No. 96-2017 was made by Councilman Nordaby and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 97-2017 ~ AUTHORIZING THE WATER/SEWER CLERK TO WAIVE INTEREST FEES IN THE AMOUNT OF \$12.96 TO ACCOUNT NO. 729 FOR 313 BROADWAY, HOMEOWNERS, CHARLES AND GINGER STRANO**

A motion to approve Resolution No. 97-2017 was made by Council President Ledrich and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 98-2017 ~ AUTHORIZING THE TAX COLLECTOR TO WAIVE INTEREST FEES IN THE AMOUNT OF \$49.08 ON ACCOUNT NO. 587 FOR 312 HAZEL AVENUE, HOMEOWNER EDWARD HILLAND (**Totally Disabled Veteran**)**

A motion to approve Resolution No. 98-2017 was made by Councilman Murtaugh and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote.*

NEW BUSINESS: (Continued)

❖ **RESOLUTION NO. 99-2017 ~ AUTHORIZING A MONTHLY INCREASE OF \$25 FOR RENTAL FEES CHARGED FOR BOROUGH OWNED APARTMENTS "A" AND "B", 128 CROWN POINT ROAD**

Mayor Welsh confirmed the increase would go into effect July 1, 2017

A motion to approve Resolution No. 99-2017 was made by Council President Ledrich and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

❖ **REQUEST from Les Whinna, President of Rolling Badges, for permission to create a pathway from the back yard of 929 Edgewater Avenue (old Flotilla building) to Big Timber Creek**

Councilwoman Moan advised the Rolling Badges were asking to create a path to the creek.

Discussion took place regarding any wet lands issues with the possible clearing of the property.

A recommendation to table the request to allow for more discussion about wet lands concerns and to allow Mr. Whinna to attend the meeting was made by Councilwoman Moan and seconded by Councilman Nordaby. *Motion to table was unanimously approved by voice vote.*

❖ **REQUEST from Guy Lynam to use the Park Avenue Baseball field for the "All Out Baseball" team.**

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

❖ **Letter of Resignation from Shane Rettig, Jr., from the Public Works Department, effective June 1, 2017**

Motion to accept the letter of resignation was approved by Council President Ledrich and seconded by Councilman Nordaby. *Motion to approve was unanimously approved by roll call vote.*

MONEY COLLECTED BY CLERK FOR THE MONTH OF MAY

Police	\$109.03
Rent	\$1,225.00
Death Certificates	\$615.00
Marriage Licenses	\$140.00
Certified Copies-Marriage Licenses	\$40.00
Amusement License	\$210.00
Peddlers Licenses	\$140.00
Cat License	\$5.00
Copies	\$.40
"200" ft. list	\$20.00
TOTAL	\$2,504.43

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 Councilwoman Moan and seconded by Councilman Mailley. *Motion unanimously approved by voice vote.*

A motion to pay all bills and vouchers that were in order, was made by Council President Ledrich and seconded by Councilman Sims. *Motion unanimously approved by roll call vote with Councilman Mailley abstaining from check #25735 and Councilwoman Moan abstaining from check #25776.*

COMMUNICATIONS:

1. Requisition of Taxes for Parkview Elementary School
2. Requisition of Taxes for Gateway Regional High School
3. Thank You card from the family of William C. Packer, III
4. PSE&G notice regarding request for Freshwater Wetland Permit 21
5. Clean Communities Grant Award information (Borough received \$9,003.10)
6. Letter to DEP from Anchor Consultants regarding repairs to the waterfront at Sunoco Logistics, 1240 Crown Point Road
7. Letter from State of New Jersey, Department of Transportation regarding Railroad Warning Devices along Crown Point Road Crossing
8. Letter and information from T&M Associates regarding remediation of the former Gloucester City Titanium Company site (*packet of information available for review at the Clerk's Office*)
9. Thank you card from the family of Fred Coleman
10. Notice from Mantua Urban Renewal Associates regarding Land Use Board meeting on June 5, 2017
11. Notice of Public Hearing before the Land Use Board on July 3, 2017, for Relief Lot Consolidation with Bulk Variances from Brian Tait, for 241 & 243 Edgewater Avenue
12. Correspondence from Federici & Akin, P.A. Consulting Engineers regarding Notice sent to Consolidated Rail Corporation for an Application for Pipe Occupation at Crown Point Road, within the property of Conrail
13. Correspondence from Federici & Akin, P.A. Consulting Engineers regarding notice sent to NJDOT regarding FY 2014 Municipal Aid Resurfacing & Safety Improvements to Crown Point Road, Change Order No. 1 - Final; NJDOT Road Opening & Occupancy Permit Applications for Almonesson, Broadway, Olive, Walnut, Twedell, Hunter, Edgewater, Crown Point, and p/o intersecting streets

ADMINISTRATOR'S REPORT

Administrator Giles advised he had issues to discuss in the Executive session.

DISCUSSION on the dedication of the Municipal Building/Council Chambers in honor of former Mayor, Council Member and Borough Employee William C. Packer, III, requested by Councilman Sims. It was decided the project would be managed by the Building and Grounds Committee and that they would meet and report back to Council.

PUBLIC PORTION:

- ❖ Joyce Lovell, 328 Summit Avenue, commented on the old Flotilla building. Ms. Lovell advised she attended the Land Use Board meeting where the new Senior Citizen complex (55 and above) was discussed and advised she agreed with a statement made by Councilman Murtaugh that Westville Seniors should be notified first about occupancy. Ms. Lovell also stated children should not be permitted to live at the Senior Complex because of the tax implications it would have on residents with the children attending Parkview school.

Councilman Murtaugh mentioned Senator Steve Sweeney's plan for school funding. Discussion took place regarding children residing in the Senior Citizen complex.

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS

- ❖ Councilwoman Moan inquired about the condition of the pond and was informed by Assistant Public Works Superintendent Martin Finger that Public Works employees were scheduled to work on the pond during the week. Councilwoman Moan requested that the flowers planted by the Girl Scouts be placed on a schedule for watering. Councilwoman Moan asked if anyone knew why PSE&G was repaving East Olive Street. Administrator Giles responded that PSE&G was holding off on the repaving because of the upcoming Water Main project. Administrator Giles further stated he would reach out to PSE&G to address the deep pot holes. Councilwoman Moan asked about the Storm Drain in front of her house and the hazards associated with the problem. Assistant Public Works Superintendent Martin Finger advised he would follow up to determine the problem with the pipe.
- ❖ Councilman Nordaby inquired about solutions to deter the geese from the pond. Councilman Murtaugh asked if a letter could be sent to County or State officials regarding the possibility of decreasing the number of geese in the area. Additionally, Councilman Nordaby confirmed with A Public Works Superintendent Martin Finger that the Public Works staff started lawn care for abandoned properties. Assistant Public Works Superintendent Finger advised his department was following protocol regarding notifications to owners of abandoned properties.
- ❖ Council President Ledrich discussed the flood and ensuing problems that occurred at the Soccer field complex, specifically problems with the clean-up provided by ServPro.
- ❖ Councilman Sims discussed the repaving of the Delsea Drive Bridge to the bank corner and asked if a letter was ever sent, by the previous Borough Administrator, to the State regarding the poor condition of the road.

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

- ❖ Councilman Murtaugh asked Assistant Public Works Manager Finger if specific areas around the pond and River Drive could be trimmed so that children can fish and advised the Borough's second shredding event was scheduled for June 24, 2017 at the Public Works facility. Councilman Murtaugh asked if Administrator Giles could send a letter to the Department of Transportation regarding the railroad gates project on Route 45 that has been on hold for two years. Additionally, Councilman Murtaugh advised he spoke with CONRAIL representatives regarding quiet zones in towns and asked Administrator Giles to follow up with Conrail. Councilman Murtaugh asked Assistant Public Works Manager Finger if the Dodge Durango could be made available for the Emergency Management Coordinator if the Public Works Department no longer has a need to use the vehicle.
- ❖ Councilman Mailley discussed the upcoming Movies in The Park, scheduled for Friday, June 23 at Galbraith Park and the Fireworks show scheduled for June 24th along River Drive. Councilman Mailley advised there will be a DJ as well as Food Trucks at the Fireworks.
- ❖ Chief Whinna advised the Borough will file the Emergency Response plan for the 4th of July Fireworks with the County so that they can receive credits and qualify for grants. Chief Whinna complemented the Celebrations Committee for the nice Memorial Day Service.
- ❖ Mayor Welsh also complemented the Celebrations Committee for organizing a very nice Memorial Day Service.

RESOLUTION NO. 100-2017 ~ AUTHORIZING AN EXECUTIVE SESSION FOR DISCUSSION OF CONTRACT NEGOTIATIONS FOR INFORMATION TECHNOLOGY SERVICES, PERSONNEL MATTERS IN MUNICIPAL COURT AND ADMINISTRATION AND PURCHASE, LEASE OF PROPERTY was read by Clerk Helder.

A motion to approve Resolution No. 100-2017 was made by Council President Ledrich and seconded by Councilman Nordaby. *Motion unanimously approved by voice vote.*

Time In: 7:58 p.m. Time Out: 8:57 p.m.

- ❖ **RESOLUTION NO. 101-2017 ~ AUTHORIZING THE MAYOR OF WESTVILLE OR HIS DESIGNEE, TO SIGN AN AGREEMENT FOR INFORMATION TECHNOLOGY SERVICES WITH J. HARTE ASSOCIATES, LLC.**
A motion to approve Resolution No. 101-2017 was made by Council President Ledrich and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*
- ❖ **RESOLUTION NO. 102-2017 ~ AUTHORIZING THE DEPUTY COURT ADMINISTRATOR, KELLEY ANDERSEN, A SALARY INCREASE IN THE AMOUNT OF \$5,000**
A motion to approve Resolution No. 102-2017 was made by Councilman Nordaby and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote.*

Meeting Minutes ~ June 12, 2017

- ❖ **A motion to permit Administrator Giles to negotiate a cost-effective contract for wireless telephone service for Borough Officials and certain Department members was made by Councilman Murtaugh and seconded by Council President Ledrich.** *Motion unanimously approved by roll call vote.*

- ❖ **A motion to allow Administrator Giles to list 114 Crown Point Road as a property for sale with a realtor who offers the lowest commission was made by Councilman Sims and seconded by Councilman Murtaugh.** *Motion unanimously approved by roll call vote.*

Councilman Murtaugh discussed the purchase of a new lawn mower by Public Works. He also brought up the feasibility of outsourcing lawn cutting services and possibly other services as well.

A motion to adjourn the meeting was made by Council President Ledrich and seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.*

The meeting was adjourned at 9:14 p.m.

Respectively Submitted,

*Christine A. Helder
CMC/Municipal Clerk*

Next Council meeting scheduled for July 10, 2017 @ 7:00 p.m.