

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

March 14, 2016 ~ 7:00 p.m.

Meeting Minutes

Mayor Welsh 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:

Present: Mayor Russell W. Welsh, Jr., Council President Michael O. Ledrich, Council Members: Paul C. Mailley, Charles D. Murtaugh, Bruce Nordaby and Fritz H. Sims, Jr., Municipal Clerk/Tax Collector Christine Helder, Administrator William Bittner, Jr., Public Works Manager Donna Domico, Engineer Jon Bryson, Chief William Whinna & Solicitor Timothy Scaffidi

Absent: Council Member Donna Moan

A motion to approve the Meeting Minutes from February 8, 2016 was made by Councilman Sims and seconded by Council President Ledrich. *Motion was unanimously approved by voice vote.*

PUBLIC COMMENT ON AGENDA ITEMS ONLY: No comments from the public were received.

REPORTS OF THE COMMITTEES FOR FEBRUARY

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

OLD BUSINESS

Public Hearing on:

- ❖ **ORDINANCE NO. 5-2016 ~ RE-ADOPTING ORDINANCE NO. 29-04 ADOPTED ON DECEMBER 29, 2004 RE-CODIFIED AS CHAPTER 350: TAXATION ESTABLISHING TAXATION AND SPECIAL IMPROVEMENTS FOR CERTAIN COMMERCIAL IMPROVEMENTS AND PROJECTS, RESIDENTIAL DWELLINGS AND MULTIPLE DWELLINGS AND ANY SUBSEQUENT AMENDMENTS THERETO PURSUANT TO N.J.S.A. 40A:21-1 [Tax Abatement Program]**

Mayor Welsh confirmed with Solicitor Scaffidi this type of Ordinance must be done every ten (10) years. A motion to open the meeting to the public was made by Councilman Nordaby and seconded by Councilman Mailley. *Motion unanimously approved by voice vote.* A motion to close the meeting to the public was made by Councilman Nordaby and seconded by Council President Ledrich. *Motion unanimously approved by voice vote.*

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Motion to approve Ordinance No. 5-2016 was made by Councilman Nordaby and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

FLOODING & TRAIN ISSUES

Administrator Bittner advised nothing to report on Flooding issues but that he will be contacting Sunoco regarding safety concerns the Borough has with the crossing at Route 45 and Hazel Avenue to see when the planned and approved repairs will be made by Sunoco. Councilman Murtaugh and Administrator Bittner discussed an email that was recently sent from the County regarding flood mitigation and repetitive flooding areas.

Mayor Welsh introduced Joan Mattson, Assistant Superintendent for Curriculum and Instruction, for Gateway Regional High School. Ms. Mattson addressed Council about a problem at Gateway with students not taking State testing in 2015. Ms. Mattson asked Mayor and Council to support and encourage students to take the PARCC (Partnership for Assessment of Readiness for College and Careers) tests. Ms. Mattson distributed test results to Mayor and Council and advised the results of the PARCC testing for Gateway students was not good because many students decided not to take the tests. Ms. Mattson provided details on the tests results and advised Gateway students were significantly below other students in the State who took the tests. Ms. Mattson expressed her concerns about the implications of the poor test scores and the students' refusal to take the test and confided Gateway is the 2nd lowest performing school in Gloucester County. Ms. Mattson asked for Mayor and Council's support in encouraging students to take the tests. Discussion took place regarding why the students are not taking the tests.

NEW BUSINESS:

Introduction of

- ❖ **ORDINANCE NO. 6-2016 ~ AMENDING ORDINANCE NO. 2-2009 OF THE CODE OF THE BOROUGH OF WESTVILLE, IN THE COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY, ENTITLED AN ORDINANCE REQUIRING THE REGISTRATION AND INSPECTION OF RENTAL PROPERTIES AND PROVIDING FOR LANDLORD RESPONSIBILITY WITHIN THE BOROUGH OF WESTVILLE**

Solicitor Scaffidi talked about a recent court ruling that allows Municipalities to charge fees for registration and inspection of properties.

Motion to Introduce Ordinance No. 6-2016 was made by Councilman Murtaugh and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

Introduction of

- ❖ **ORDINANCE NO. 7-2016 ~ FOR CALENDAR YEAR 2016, TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

Motion to Introduce Ordinance No. 7-2016 was made by Council President Ledrich and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

NEW BUSINESS: (Continued)

Introduction of

- ❖ **ORDINANCE NO. 8-2016 ~ AMENDING CHAPTER 282. SEWER RENTS, §§ 282-1. RATES, SECTION "E" ALSO AMENDING CHAPTER 282. SEWER RENTS §§ 282-4 NONPAYMENT, OF THE CODE OF THE BOROUGH OF WESTVILLE, IN THE COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY**

Administrator Bittner advised this Ordinance amends two sections of the Sewer Ordinance (1) the rate which will allow the connection, with Borough Council permission, of sump pumps to the Sanitary Sewer and (2) makes the Water and Sewer Ordinances consistent with regards to shut offs.

Motion to Introduce Ordinance No. 8-2016 was made by Council President Ledrich and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

Introduction of

- ❖ **ORDINANCE NO. 9-2016 ~ AMENDING CHAPTER 336. STREETS AND SIDEWALKS, ARTICLE I. DISCHARGE OF WATER, SNOW AND ICE, §§ 336-1. DISCHARGE ON STREETS OR SIDEWALKS PROHIBITED OF THE CODE OF THE BOROUGH OF WESTVILLE, IN THE COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY**

Motion to Introduce Ordinance No. 9-2016 was made by Councilman Nordaby and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 46-2016 ~ SELF EXAMINATION OF THE 2016 BUDGET**

Motion to approve Resolution No. 46-2016 was made by Councilman Mailley and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 47-2016 ~ INTRODUCTION OF THE 2016 MUNICIPAL BUDGET (*In Title Only*)**

Motion to approve Resolution No. 47-2016 was made by Council President Ledrich and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 48-2016 ~ AUTHORIZING APPROPRIATION TRANSFERS**

Motion to approve Resolution No. 48-2016 was made by Councilman Mailley and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 49-2016 ~ AUTHORIZING THE MAYOR OF WESTVILLE, OR HIS DESIGNEE, TO SIGN A CONTINUING SERVICES AGREEMENT WITH ANTEA USA, INC. (ANTEA USA purchased Tyree Environmental and will continue and finish the remediation at 114 Crown Point Road)**

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Motion to approve Resolution No. 49-2016 was made by Council President Ledrich and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

NEW BUSINESS: (Continued)

- ❖ RESOLUTION NO. 50-2016 ~ AUTHORIZING THE PLACEMENT OF A PROPERTY MAINTENANCE LIEN ON BLOCK 49, LOT 16, 224-226 BROADWAY IN THE AMOUNT OF \$122.94 FOR BOARDING UP THE BUILDING

Motion to approve Resolution No. 50-2016 was made by Councilman Sims and seconded by Council President Ledrich. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 51-2016 ~ AUTHORIZING THE WATER CLERK TO CREDIT WATER ACCOUNT NO. 1967, OWNER OF RECORD SUNOCO INC., 1000 CROWN POINT ROAD IN THE AMOUNT OF \$195.00 AND TRANSFER THE CREDIT TO ACCOUNT NO. 1966, SUNOCO, INC. SAME SERVICE LOCATION AT 1000 CROWN POINT ROAD

Motion to approve Resolution No. 51-2016 was made by Councilman Mailley and seconded by Council President Ledrich. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 52-2016 ~ AUTHORIZING A REFUND IN THE AMOUNT OF \$195.00 FOR A WATER PAYMENT MADE ON ACCOUNT #1582, 1004 EDGEWATER AVENUE, OWNER UGO DILULLO, IN ERROR

Motion to approve Resolution No. 52-2016 was made by Councilman Mailley and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 53-2016 ~ APPOINTING DANIEL KELHOWER TO THE POSITION OF WATER/SEWER OPERATOR I, EFFECTIVE MARCH 2, 2016

Motion to approve Resolution No. 53-2016 was made by Council President Ledrich and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO 54-2016 ~ APPOINTING JANELLE ORSINO TO A PART TIME LABORER I POSITION WITHIN THE PUBLIC WORKS DEPARTMENT, EFFECTIVE FEBRUARY 2, 2016

Motion to approve Resolution No. 54-2016 was made by Councilman Sims and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 55-2016 ~ APPOINTING JANELLE ORSINO TO A FULL TIME LABORER I POSITION WITHIN THE PUBLIC WORKS DEPARTMENT, EFFECTIVE MARCH 2, 2016

Motion to approve Resolution No. 55-2016 was made by Councilman Sims and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

NEW BUSINESS: (Continued)

- ❖ RESOLUTION NO. 56-2016 ~ APPOINTING NICHOLAS MEDWINTER TO A FULL TIME LABORER I POSITION WITHIN THE PUBLIC WORKS DEPARTMENT, EFFECTIVE MARCH 14, 2016

Motion to approve Resolution No. 56-2016 was made by Council President Ledrich and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 57-2016 ~ APPOINTING KARL H. KNAUL TO A CROSSING GUARD POSITION WITHIN THE POLICE DEPARTMENT, EFFECTIVE MARCH 14, 2016

Motion to approve Resolution No. 57-2016 was made by Council President Ledrich and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

- ❖ RESOLUTION NO. 58-2016 ~ APPOINTING CLAIRE SMITH TO A CROSSING GUARD POSITION WITHIN THE POLICE DEPARTMENT, EFFECTIVE MARCH 14, 2016

Motion to approve Resolution No. 58-2016 was made by Councilman Mailley and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

- ❖ LETTER OF RESIGNATION from Martin Finger, Full Time Assistant Licensed Operator, Public Works Water Department, effective March 2, 2016

Motion to accept the letter was made by Council President Ledrich and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

- ❖ Notice from SLEO II Joseph Craig advising he accepted a position with the Woolwich Township Police Department

Motion to accept the letter was made by Councilman Sims and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

- ❖ Resignation letter from Patrolman FT/PT Jacob Sorg, effective February 18, 2016

Motion to accept the letter was made by Councilman Mailley and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote.*

- ❖ Request from Audrey Allen for a handicap parking space at her residence, 139A Poplar Avenue

Administrator Bittner advised this is a rental property and confirmed a member of the Police Department inspected the property and determined there is ample parking in the area. Administrator Bittner stated to provide a permanent parking space is an issue and he

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would recommend the request not be approved. Chief Whinna supported the Administrator's position not to assign a permanent handicap parking space.

NEW BUSINESS: (Continued)

Motion to decline the request for handicap parking at 139A Poplar Avenue was made by Council President Ledrich and seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.* (Mayor Welsh asked Clerk Helder to send a letter to the resident advising her of Council's decision.)

- ❖ Request from Westville Bible Church to hold Sunrise Services on Sunday, March 27, 2016 at 6:30 a.m.

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

- ❖ Request from Wes Hoffman of Medford, New Jersey to use the Football field at Almonesson Road

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

LICENSES:

- ❖ APPLICATION FOR 2016 USED CAR LICENSE

- Aces (130 Gateway Boulevard)

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

- ❖ APPLICATIONS FOR 2016 AMUSEMENT GAMES

- Schileen's Pub (32 Delsea Drive)
- Hot Shots (Westville Liquor Group-500 Gateway Boulevard)
- Tower Tavern (32 River Drive)

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

MONEY COLLECTED BY CLERK FOR THE MONTH OF FEBRUARY

Police	\$53.28
Rent	\$1,175.00
Notary	\$2.50
Death Certificates	\$260.00
Certified Copies-Marriage Licenses	\$50.00
Amusement Games	\$630.00
Used Car License	\$200.00
Peddlers Permits	\$25.00
Peddlers Badges	\$10.00
Street Opening	\$250.00

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Cat License	\$55.00
TOTAL	\$2,710.78

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 Murtaugh and seconded by Councilman Nordaby. *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 Murtaugh. *Motion unanimously approved by roll call vote.*

COMMUNICATIONS:

1. Letter from the Gloucester County freeholders offering the Borough an opportunity to participate in the "Movies in the Park" program (Clerk Helder advised the movie is scheduled for June 24, 2016)

2. Notice from Municipal Excess Liability Joint Insurance Fund (MEL/JIF) regarding the 2017-2018 Model Employment Practices Liability (EPL) Program for premium and deductible incentives (Changes to Personnel Policies and Procedures)

Administrator Bittner advised Mayor and Council the Borough is only required to review the policy and to make sure the Borough has not made changes that are not in compliance with the JIF's recommendations and those items not in compliance, need to be addressed.

3. Letter from Thomas Butts, Gloucester County Emergency Response Coordinator, returning the fully executed Memorandum of Understanding specific to the new 700 MHz radio system

4. Report from the New Jersey Department of Environmental Protection regarding the Draft Renewal of the Master General Permit addressing a Municipal Separate Storm Sewer System

5. Notice from Gloucester County regarding proposed sale of property at 55 Delaware Street, City of Woodbury

6. Letter from Federici & Akin regarding Resurfacing & Safety Improvements to the Ryan Avenue Project

7. Final Equalization Table for the County of Gloucester for the Year 2016

8. Table of Equalized Valuations (Amended by the New Jersey Tax Court, January 30, 2016)

9. Certification of State Aid for 2016 and Fiscal Year 2017 Budgets

10. Letter from the Gloucester County Soil Conservation District regarding 12 Hillside Avenue

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11. Notice from PSEG regarding Public Hearings concerning Manufactured Gas Plan Remediation Component of the SBC

COMMUNICATIONS: (Continued)

12. Notice from PSEG regarding Freshwater Wetlands Statewide General Permit #1 Application (application manual is available for viewing at the Clerk's office)
13. Notice from Kei Associates regarding Flood Hazard Area Individual Permit for the Borough of Brooklawn

PUBLIC PORTION.

- ❖ Rocky Kowaiczak, 712 Broadway talked about the Building Superintendent (Frank) and the owner of the building at 712 Broadway. Mr. Kowaiczak also discussed the poor condition of his apartment which includes mold and the overall condition of the building. Administrator Bittner asked Mr. Kowaiczak if he contacted Westville's Housing Official about these problems, to which he answered "no".
- ❖ Jeff Pratt, 712 B Broadway talked about the poor condition of 712 Broadway which includes mold, structural issues with cracked cinderblocks and bats. Mr. Pratt discussed fecal matter from the bats at Building "A" and nets that were installed as a result of the bat infestation. Mr. Pratt stated he was looking for support from the Borough if he breaks his lease. Mayor Welsh deferred the lease question to Solicitor Scaffidi who responded the Borough may be able to help with inspections and then deferred to Administrator Bittner regarding inspections. Administrator Bittner advised the Borough has a Shared Services Agreement with the County of Gloucester for mold inspections and also confirmed Housing Inspector Morina visited Mr. Pratt's apartment and observed violations that the building owner is obligated to fix; however, Mr. Pratt must make the areas in need of repair accessible to the maintenance mechanic by April 1, 2016. Administrator Bittner informed Mr. Pratt who would be responsible for making repairs as well as addressing the mold and bat issues. Further discussion took place regarding repairs to the building and when the Borough is permitted, by state law, to inspect rental properties.
- ❖ Frank Polk, 712 Broadway discussed the disrepair to his apartment. Administrator Bittner advised meeting attendees if they have issues with the condition of their building, to come to the Borough office to sign and submit formal complaints so that Borough Officials can address the repairs with the building Landlord. Administrator Bittner further stated that if the tenants could not come to the Borough Offices then he will have Housing Official Morina schedule time to meet with them at their apartment.
- ❖ Vincent Welsh, 712 Broadway complained about the disrepair to the building at 712 Broadway.

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- ❖ Joyce Lovell, 328 Summit Avenue, advised the Environmental Commission will be working at the Island trying to repair automobile damage. Ms. Lovell also discussed the "Welcome to Westville" sign at the Point and the condition of the sign area.

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS

- ❖ Public Works Manager Domico advised Janelle Orsino's name was spelled incorrectly on the agenda; however it was spelled correctly on the Resolution
- ❖ Councilman Nordaby thanked Administrator Bittner and the Ordinance Committee for getting together to work on the Ordinances that needed attention. Administrator Bittner advised there are more Ordinances; e.g., Fire Hydrant Payment Ordinance that will be changed. Councilman Murtaugh added that when the Fire District was created, the Fire Ordinance was changed. Administrator Bittner expressed his concern that one entity will be charged and another entity will not be charged so he wants to get the wording correct. Administrator Bittner advised the other issue is the Street Opening Permit Ordinance.
- ❖ Councilman Sims stated last meeting he addressed graffiti at the train tracks and thanked those involved for working on the issue.
- ❖ Councilman Murtaugh talked about lighting at the Pond, specifically adding LED lights to the area and possibly at the Gazebo at no further cost. Councilman Murtaugh also discussed lighting at 165 Broadway, 1035 Broadway and Borough property at 114 Crown Point Road.
- ❖ Mayor Welsh asked about the Klinger Avenue baseball house repairs, namely moving the door and Public Works Manager Domico advised him the project is still on her list to do.
- ❖ Mayor Welsh thanked the Administrator and all the Department Heads and Council for their efforts and diligence in working on the budget that was introduced tonight "in title only".
- ❖ Mayor Welsh advised he received information from the County on the Mosquito control program that is available at the Clerk's office.
- ❖ Municipal Clerk Helder read RESOLUTION NO. 59-2016 ~ AUTHORIZING AN EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS WITHIN THE POLICE DEPARTMENT

A motion to approve Resolution No. 59-2016 was made by Council President Ledrich and seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.*

Time In: 8:09 p.m.

Time Out: 8:22 p.m.

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❖ **RESOLUTION NO. 60-2016 ~ APPOINTING MARTIN FINGER TO THE POSITION OF WATER/SEWER LICENSED OPERATOR AS A BACKUP IN THE PUBLIC WORKS DEPARTMENT**

A motion to approve Resolution No. 60-2016 was made by Council President Ledrich and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

- ❖ Councilman Murtaugh stated he was approached by the Gateway Football “50 Yard Club” about a Coin Drop in Westville. Councilman Murtaugh advised the Police Chief stated he was denying the request because there are State guidelines that need to be followed. A discussion took place specific to the requirements to hold a Coin Drop and during this conversation it was confirmed that while Westville did not prohibit Coin Drops there are JIF requirements and State laws that dictate what must be adhered to in order to have a coin drop.

A motion to approve, pending all JIF and State procedures and guidelines are followed, with a further requirement that all future Coin Drop requests must be approved by the Governing Body was made by Councilman Murtaugh and seconded by Councilman Sims. *Motion unanimously approved by voice vote.*

- ❖ Administrator Bittner advised Mayor and Council he has been looking into updating the Borough’s telephone system because the one currently in place is antiquated and many of the functions are not working. Administrator Bittner stated he researched the Comcast Edge System, which is an Internet based program and that the new system would add an additional \$100 per month to the current Comcast bill but includes all new equipment and additional services for all Borough phones. Administrator Bittner confirmed analog lines would still be needed for fax and alarms and advised Comcast would maintain the system and handle all greeting messages (e.g. holidays, office hours, etc.)

A motion to permit Administrator Bittner to move forward with the Comcast Edge System was made by Council President Ledrich and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote.*

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- ❖ Administrator Bittner discussed the email he submitted to Mayor and Council regarding Warm Weather Hours. Administrator Bittner advised he wanted to update his suggested hours of 8 a.m. to 5:45 p.m. to 8 a.m. to 6 p.m. which will give the employees the same 40 hour work week they have now. He stated he felt both employees and residents would benefit from the new hours. Councilman Mailley asked if it was worth considering extending hours one day a week past 6 p.m. and Councilman Murtaugh stated that was tried about five years ago and it was not successful. Mayor Welsh inquired about the situation for the Public Works and Police secretaries and Administrator Bittner stated the Public Works secretary does not deal with the public like the Administrative office staff does and that her clientele is mainly the people who work in Public Works. Administrator Bittner stated the Warm Weather hours were discussed at the monthly staff meeting and both Public Works Manager Domico and Chief Whinna were aware of the proposal for the change in the office hours for the Administrative office. Mayor Welsh stated he supported the change and agreed with the short term proposal to see how it goes and did not discount the idea of making the change permanent. Discussion took place on how residents could be notified regarding the change of hours and information that would be added to the web site. Councilman Sims asked if all Administrative employees were on board with the change and realize they will be working until 6 p.m. and asked what if someone was not able to work until 6 p.m. Administrator Bittner advised employees who do not work with the public can work 7 a.m. to 5 p.m.

A motion to adjust the hours of the Administrative Staff from a five (5) day work week of 8 a.m. to 4 p.m. (Mondays through Fridays) to a four (4) day work week of 8 a.m. to 6 p.m. (Mondays through Thursdays) starting April 1, 2016 through September 12, 2016 was made by Council President Ledrich and seconded by Councilman Mailley, with Councilmen Murtaugh and Sims abstaining. *Motion unanimously approved by voice vote.*

- ❖ Mayor Welsh asked about Borough parking lot signs and Administrator Bittner stated he was unable to get to that section in Edmunds to review the information because he was having problems with the system. Administrator Bittner stated he felt the Borough has not spent any money from the building bond for the past two (2) years and thought that the Borough has almost \$200,000 to tear down the old Police/ Municipal Court building at 114 Crown Point Road and fix the parking lot and install signs. Mayor Welsh asked Administrator Bittner to get some estimates and Administrator Bittner stated he would like to talk with the company working on the Crown Point Road project to see if they can provide an estimate. Mayor Welsh advised Councilman Murtaugh has been in touch with the sign guy and will get an updated quote. Discussion took place regarding electric at the property.

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

The meeting was adjourned at 8:49 p.m.

Respectively Submitted,

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*Christine A. Helder
CMC/Municipal Clerk*

Next meeting scheduled for April 11, 2016 at 7:00 p.m.

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March 14, 2016
03:31 PM

BOROUGH OF WESTVILLE
Check Register By Check Date

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Range of Checking Accts: First to Last Range of Check Dates: 03/09/16 to 12/31/16
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
CAPITAL 1ST COL CAPITAL - 1ST COLONIAL					
1545	03/14/16	FED03 FEDERICI & AKIN PA	4,982.80		5278

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	4,982.80	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	4,982.80	0.00

CURRENT - 1ST	CURRENT - 1ST COLONIAL		
24653	03/14/16 AFF01 AFFORDABLE HEATING&COOL. INC.	1,132.00	5277
24654	03/14/16 ARC01 ARCTIC WOLF SPRINGWATER	21.90	5277
24655	03/14/16 AUT05 AUTO ZONE, INC	143.68	5277
24656	03/14/16 BUD01 BUD'S AUTO & TRUCK REPAIR, INC	839.86	5277
24657	03/14/16 CAR04 CARR'S HARDWARE, INC.	146.41	5277
24658	03/14/16 COM11 COMCAST CABLE	660.64	5277
24659	03/14/16 COS03 Coastal Clock & Chime	400.00	5277
24660	03/14/16 COU03 COUNTY CONSERVATION CO. LLCORP	270.00	5277
24661	03/14/16 CRY01 CRYSTAL SPRINGS	94.04	5277
24662	03/14/16 DED01 LINDA A. DEDRICK	125.00	5277
24663	03/14/16 DEH01 H. A. DEHART & SONS, INC.	592.84	5277
24664	03/14/16 DIL01 ESTATE OF UGO DILULLO, SR.	195.00	5277
24665	03/14/16 DOM01 DOMICO'S UPHOLSTERY CO, INC.	975.00	5277
24666	03/14/16 EXC01 EXCAVATING BY M&S LLC	875.00	5277
24667	03/14/16 FIO02 CHARLES A. FIORE, ESQ.	2,083.32	5277
24668	03/14/16 FLE03 FLEETPRIDE	689.82	5277
24669	03/14/16 FPO1 FP MAILING SOLUTIONS- CMRS-FP	1,500.00	5277
24670	03/14/16 GLO05 GLO. CO. POLICE CHIEFS ASSN.	400.00	5277
24671	03/14/16 GLO11 GLO. CO. IMPROVEMENT AUTHORITY	2,090.84	5277
24672	03/14/16 GLO12 GLO. CO. MAYOR'S ASSN.	900.00	5277
24673	03/14/16 GLO13 GLO. CO. POLICE ACADEMY	60.00	5277
24674	03/14/16 GLO14 GLO. CO. UTILITIES AUTHORITY	43,884.85	5277
24675	03/14/16 GLO20 GLOUCESTER PLUMBING SUPPLY	9.56	5277
24676	03/14/16 GRE06 GREAT AMERICAN FINANCIAL SVCS	197.96	5277
24677	03/14/16 HUB01 LAWRENCE L. HUBERT	600.00	5277
24678	03/14/16 IND01 INDCO INC.	126.75	5277
24679	03/14/16 LAW02 LAWMOWER PARTS, INC.	119.45	5277
24680	03/14/16 MAL05 MALEY & ASSOCIATES	1,291.20	5277
24681	03/14/16 MAR18 MARLIN BUSINESS BANK	842.25	5277
24682	03/14/16 MAS02 W.B. MASON CO., INC	704.23	5277
24683	03/14/16 MIK01 MIKE'S SERVICE	87.85	5277
24684	03/14/16 MUN02 MUN CLERKS ASSOC OF NEW JERSEY	310.00	5277
24685	03/14/16 NAP03 NAPA AUTO&TRUCK PARTS-DEPTFORD	336.59	5277
24686	03/14/16 NEB01 NEBEL, PATRICIA	150.00	5277
24687	03/14/16 NEW04 NEW JERSEY PLUMB-HEAT-COOL CON	97.00	5277
24688	03/14/16 NJS04 N.J. STATE POLICE CHIEFS ASSN.	275.00	5277
24689	03/14/16 NOR07 Bruce Nordaby	44.57	5277
24690	03/14/16 PAR02 PARA-PLUS TRANSLATIONS, INC.	152.12	5277
24691	03/14/16 PED01 PEDRONI FUEL COMPANY, INC.	1,803.01	5277
24692	03/14/16 PEL01 MARK ANTHONY CHEVROLET, INC.	225.00	5277
24693	03/14/16 PET06 PETROCHOICE	1,160.08	5277

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03:31 PM

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Check Register By Check Date

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
CURRENT - 1ST		CURRENT - 1ST COLONIAL	Continued		
24694	03/14/16	PRI07 Primepoint, LLC	1,740.58		5277
24695	03/14/16	PUB02 PUBLIC SERVICE ELECTRIC & GAS	12,090.05		5277
24696	03/14/16	REC05 RecycleRewards, Inc.	4,485.00		5277
24697	03/14/16	REC07 ReCOMMUNITY	1,025.33		5277
24698	03/14/16	ROS03 LOUIS ROSNER, ESQ.	945.00		5277
24699	03/14/16	RRD01 RR DONNELLEY	73.50		5277
24700	03/14/16	RRT01 R&R TIRE, LLC	115.00		5277
24701	03/14/16	SCA01 TIMOTHY D. SCAFFIDI, ESQ	11,819.06		5277
24702	03/14/16	SIL05 MICHAEL J. SILVANO, LLC	500.00		5277
24703	03/14/16	SIR01 SIRCHIE, INC.	133.33		5277
24704	03/14/16	SMI07 SMITH BROS. ORCHARDS, INC.	41.25		5277
24705	03/14/16	SOU07 SOUTH JERSEY NEWSPAPERS CO. INC	399.97		5277
24706	03/14/16	SOU12 SOUTH JERSEY MEDIA GROUP	207.48		5277
24707	03/14/16	STA13 STAPLES BUSINESS ADVANTAGE	206.85		5277
24708	03/14/16	SWA01 J. SWANTON FUEL OIL CO., INC	1,191.40		5277
24709	03/14/16	TAX04 TCTANJ	685.00		5277
24710	03/14/16	TER02 TERMINIX PROCESSING CENTER	314.00		5277
24711	03/14/16	TRIO2 TRICOFIF, INC.	152,408.70		5277
24712	03/14/16	USA01 USA BLUEBOOK	398.10		5277
24713	03/14/16	VER03 VERIZON	639.16		5277
24714	03/14/16	VER07 VERIZON WIRELESS	1,224.05		5277
24715	03/14/16	VIR02 Virtua At Work Washington Twp	107.80		5277
24716	03/14/16	WHE01 PNC BANK-WHEELABRATOR TECHNOLO	9,605.79		5277
24717	03/14/16	WIL09 KELLY WILLIAMSON	250.00		5277
24718	03/14/16	WIN04 WINZINGER RECYCLING SYSTEMS	52.00		5277

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	66	0	267,271.22	0.00
Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Total:	66	0	267,271.22	0.00

ESCROW 1ST COL CASH -- 1ST COLONIAL				
342 03/14/16 BAC02 BACH ASSOCIATES, P.C.			2,394.75	5279

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	2,394.75	0.00
Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Total:	1	0	2,394.75	0.00

WATER - 1ST COL WATER - 1ST COLONIA;				
8794	03/09/16	AME05 SOUTHERN NJ EMP. BENEFITS FUND	17,409.90	5276
8795	03/14/16	ABS01 ABS ELECTRIC, INC.	181.40	5275
8796	03/14/16	AME02 AMERICAN ASPHALT COMPANY, INC.	446.85	5275
8797	03/14/16	BRO02 BROADWAY ELECTRIC SUPPLY, INC.	82.32	5275
8798	03/14/16	CAT01 CATERINA SUPPLY, INC.	247.00	5275
8799	03/14/16	COM11 COMCAST CABLE	110.57	5275
8800	03/14/16	CON06 CONTRACTOR SERVICE, INC.	440.13	5275
8801	03/14/16	FLE03 FLEETPRIDE	120.00	5275
8802	03/14/16	IDE01 IDEXX DISTRIBUTION CORP.	5,994.27	5275
8803	03/14/16	MIC02 MICROBIOLOGICS, INC	306.40	5275
8804	03/14/16	NJD04 NJ DEPT. OF TRANSPORTATION	230.00	5275
8805	03/14/16	OCE01 OCEANPORT LLC, INC.	4,255.94	5275
8806	03/14/16	ONE01 ONE CALL CONCEPTS, INC.	18.62	5275

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
WATER - 1ST COL WATER - 1ST COLONIA; Continued					
8807	03/14/16	PUB02 PUBLIC SERVICE ELECTRIC & GAS	6,300.21		5275
8808	03/14/16	ROC01 ROCK PRODUCTS, INC.	572.24		5275
8809	03/14/16	SJW01 SO. JERSEY WATER PROFESSIONAL	75.00		5275
8810	03/14/16	STA13 STAPLES BUSINESS ADVANTAGE	106.80		5275
8811	03/14/16	TRE01 TREASURER - STATE OF N.J.	1,375.00		5275
8812	03/14/16	TRI02 TRICOJIF, INC.	16,934.80		5275
8813	03/14/16	USA01 USA BLUEBOOK	77.95		5275
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	20	0	55,285.40	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	20	0	55,285.40	0.00
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	88	0	329,934.17	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	88	0	329,934.17	0.00

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Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	5-01	11,869.05	0.00	0.00	11,869.05
WATER UTILITY	5-05	<u>110.57</u>	<u>0.00</u>	<u>0.00</u>	<u>110.57</u>
Year Total:		11,979.62	0.00	0.00	11,979.62
CURRENT FUND	6-01	255,402.17	0.00	0.00	255,402.17
WATER UTILITY	6-05	<u>55,174.83</u>	<u>0.00</u>	<u>0.00</u>	<u>55,174.83</u>
Year Total:		310,577.00	0.00	0.00	310,577.00
	C-04	4,982.80	0.00	0.00	4,982.80
	E-15	2,394.75	0.00	0.00	2,394.75
Total of All Funds:		<u>329,934.17</u>	<u>0.00</u>	<u>0.00</u>	<u>329,934.17</u>