

**BOROUGH OF WESTVILLE**  
**Regular Council Meeting**  
**114 Crown Point Road**  
*January 11, 2012 ~ 7:00 p.m.*  
**MEETING MINUTES**

The meeting was called to order by Mayor Welsh at 7:00 p.m. and the Salute and Pledge of Allegiance to the Flag then took place.

The Clerk read the notice that this meeting had been duly advertised in accordance with the provisions of the "Open Public Meetings Act" by sending notice to the Gloucester County Times of Woodbury, NJ and the Courier Post of Camden, NJ.

**ROLL CALL:**

*Present:* Mayor Russell W. Welsh, Jr., Council President Michael O. Ledrich, Council Members: Colleen T. Archer, Charles D. Murtaugh, William C. Packer, III, William C. Rebel and Fritz H. Sims

*Also Present:* Administrator William J. Bittner, Jr., Municipal Clerk/Tax Collector Christine A. Helder, Public Works Manager Donna Domico, Captain William Whinna

The meeting minutes of December 28, 2011 and January 3, 2012 were approved on a motion made by Councilman Packer and seconded by Councilwoman Archer. *Motion unanimously approved by voice vote.*

**PUBLIC COMMENT ON AGENDA ITEMS ONLY**

- ❖ Joyce Lovell, 328 Summit Avenue asked for clarification on the letter received from South Jersey Healthcare regarding the merger of Underwood Memorial Hospital. Mayor Welsh stated he believed the two hospitals were merging. Ms. Lovell also mentioned the letter from Remington & Vernick and the Mayor commented it was for informational purposes only.

Hearing no other comments, this portion of the meeting was closed to the public.

**Committee Reports.** Motion to accept the reports, as submitted, was made by Council President Ledrich and seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.*

**NEW BUSINESS:**

*Introduction of:*

- ❖ **ORDINANCE NO. 1-2012 ~ AMENDING CHAPTER 205, ARTICLE XI "DOWNTOWN PRESERVATION" Committee**

*Public hearing to be held February 8, 2012*

A motion to approve Ordinance No. 1-2012 was made by Councilman Packer and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

- ❖ **RESOLUTION NO. 30-2012 ~ SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND INDEMNITY AND TRUST AGREEMENT**

## Meeting Minutes

### NEW BUSINESS: (Continued)

**Comment:** Mayor Welsh asked Administrator Bittner for his input and Administrator Bittner stated this was required when the Borough first entered into South Jersey Health Insurance Program but they neglected to give the Resolution to the Borough. Administrator Bittner further commented he's investigating the possibility of moving into the State health benefits program and he'll make a recommendation at the next meeting after he discusses the issue with the Personnel committee.

A motion to approve Resolution No. 30-2012 was made by Councilman Packer and seconded by Councilman Rebel. *Motion unanimously approved by roll call vote.*

### ❖ RESOLUTION NO. 31-2012 ~ CREDITING WATER ACCOUNTS DUE TO METER READING MULTIPLIER ERRORS AS A RESULT OF SOFTWARE INCAPABILITY

<u>Address</u>	<u>Amount</u>
512 River Drive	\$ 170.55
212 E. Olive Street	\$ 816.16

A motion to approve Resolution No. 31-2012 was made by Councilman Rebel and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

### COMMUNICATIONS:

- ❖ Gloucester County Utilities Authority Meeting Minutes - November 9, 2011
- ❖ Letter from South Jersey Healthcare regarding merger with Underwood Memorial Hospital
- ❖ Letter from Remington & Vernick regarding Freshwater Wetland Permit Application for the GCUA

### BILLS & VOUCHERS:

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

A motion to dispense with reading of the bills was made by Councilman Rebel and seconded by Councilman Packer. *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 Councilwoman Archer. *Motion unanimously approved by roll call vote.*

Mayor Welsh stated he was deviating from the Agenda to allow the Chair, Councilman Rebel, of the newly formed "New Borough Hall" committee to report. Councilman Rebel stated the Committee met on Monday evening to discuss renovations. Councilman Rebel stated Rob Miller was asked to join the committee due to his extensive Project Management experience and construction background. Discussion took place on changes made to the current plans.

## *Meeting Minutes*

### PUBLIC COMMENT: (Time Limit 5 minutes)

James Radler, 228 West Olive Street stated he still has concerns about the speeding that's occurring on West Olive Street.

### COMMENTS FROM GOVERNING BODY & DEPARTMENT HEADS

- ❖ Public Works Manager Domico stated Deptford successfully fed Westville water while the water gate valve was repaired.
- ❖ Councilman Murtaugh asked if Westville could submit the County Mutual Aid Resolution. Administrator Bittner confirmed this agreement is needed to enable other towns to assist the Borough's Police and Fire Departments, if needed. Solicitor Scaffidi stated every municipality is required to have the Mutual Aid Agreement.
  - ❖ RESOLUTION NO. 32-2012 ~ AUTHORIZING MEMBERSHIP IN A MUTUAL AID AND ASSISTANCE AGREEMENT WITH PARTICIPATING UNITS

A motion to approve Resolution No. 32-2012 was made by Councilman Murtaugh and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*
- ❖ Municipal Clerk Helder commented a Rabies Clinic is scheduled for January 28<sup>th</sup> and Public Works Manager Domico will put the information on the sign at Almonesson.
- ❖ Councilman Packer asked Public Works Manager Domico if they were able to put salt in the Brine tank and she commented that it was scheduled to be tested the following evening.
- ❖ Councilman Sims stated the Personnel Committee needed an Executive Session for contract negotiations.
- ❖ Mayor Welsh stated he was adding Administrator Bittner and Rob Miller to the Borough Hall Committee.

Clerk Helder read Resolution No. 33-2012 to go into an Executive Session to discuss Personnel matters and contract negotiations within the Police Department and proposed Shared Services Agreement for the Tax Collector.

Motion to go into a Closed Executive Session was made by Councilman Sims and seconded by Councilman Murtaugh. *The motion was unanimously approved by voice vote.*

Time In: 7:16 p.m.                      Time Out: 8:32p.m.

The Council Meeting adjourned at 8:33 p.m.

*Respectively Submitted,*

Christina A. Helder, CMC  
Municipal Clerk

## Meeting Minutes

January 11, 2012  
12:40 PM

BOROUGH OF WESTVILLE  
Check Register By Check Id

Page No: 1

Range of Checking Accts: CURRENT - 1ST to CURRENT - 1ST      Range of Check Ids: 20843 to 20882  
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
20843	01/11/12	AM02 A & M TIRE SERVICE, INC.	25.00		4393
20844	01/11/12	AME05 AMERIHEALTH/SO NJ EMP BEN FUND	32,977.00		4393
20845	01/11/12	AME13 AMERICAN DUPLICATING PROD., INC	137.50		4393
20846	01/11/12	AUT05 AUTO ZONE, INC	56.27		4393
20847	01/11/12	BAC02 BACH ASSOCIATES, P.C.	101.25		4393
20848	01/11/12	BIL01 Billows Electric Supply	663.67		4393
20849	01/11/12	CAR04 CARR'S HARDWARE, INC.	125.76		4393
20850	01/11/12	COM11 COMCAST CABLE	142.69		4393
20851	01/11/12	DOM02 DONNA M. DOMICO	35.00		4393
20852	01/11/12	ECK01 THERESE D. ECKEL	77.50		4393
20853	01/11/12	EDM01 EDMUNDS & ASSOCIATES, INC.	871.25		4393
20854	01/11/12	EVA01 STEVE E. EVANS	171.25		4393
20855	01/11/12	FIN03 STEVEN M. FINGER	85.00		4393
20856	01/11/12	FOR01 FORD MOTOR CREDIT COMPANY-MUNI	943.17		4393
20857	01/11/12	GAM02 RODNEY L. GANDY	112.00		4393
20858	01/11/12	GAT01 GATEWAY BOARD OF EDUCATION	213,974.00		4393
20859	01/11/12	GLO11 GLO. CO. IMPROVEMENT AUTHORITY	2,508.83		4393
20860	01/11/12	GLO26 GLOUCESTER CO. MULCH FACTORY #2	941.00		4393
20861	01/11/12	HEL01 CHRISTINE A. HELDER	15.00		4393
20862	01/11/12	HEL03 CHRISTINE HELDER, PETTY CASH	500.00		4393
20863	01/11/12	KEC01 MICHAEL M. KECK	252.50		4393
20864	01/11/12	LEA01 EDWARD F. LEAHY	29.05		4393
20865	01/11/12	MET01 MET LIFE	1,970.75		4393
20866	01/11/12	NJS03 NJ LEAGUE OF MUNICIPALITIES	441.00		4393
20867	01/11/12	PAY01 PAYCHEX, INC	781.76		4393
20868	01/11/12	PED01 PEDRONI FUEL COMPANY, INC.	8,530.50		4393
20869	01/11/12	PUB02 PUBLIC SERVICE ELECTRIC & GAS	818.48		4393
20870	01/11/12	RAN02 RANSOME INTERNATIONAL, LLC	36.18		4393
20871	01/11/12	REC05 RecycleRewards, Inc.	1,768.00		4393
20872	01/11/12	SOR01 ALEXIS SORRELS	50.00		4393
20873	01/11/12	TAX04 TCTANJ	150.00		4393
20874	01/11/12	TDB03 TD WEALTH MANAGEMENT	1,050.00		4393
20875	01/11/12	TER02 TERMINIX PROCESSING CENTER	314.00		4393
20876	01/11/12	USB02 US BANK NAT ASSOC - NJEIT	6,691.89		4393
20877	01/11/12	WES05 WESTVILLE BOARD OF EDUCATION	215,179.17		4393
20878	01/11/12	WES10 WESTVILLE FIRE DISTRICT NO. 1	25,529.96		4393
20879	01/11/12	WES24 WESTVILLE WATER DEPARTMENT	595.55		4393
20880	01/11/12	WIL02 WILDFLOWERS	199.40		4393
20881	01/11/12	WOO08 WOODRUFF ENERGY US, LLC.	1,804.79		4393
20882	01/11/12	WOR02 WORK 'N GEAR	66.22		4393

Report Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Void</u>	<u>Amount Paid</u>
	Checks:	40	0	0.00	520,722.34
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>40</u>	<u>0</u>	<u>0.00</u>	<u>520,722.34</u>

## Meeting Minutes

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01:41 PM

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Check Register By Check Date

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Range of Checking Accts: WATER - 1ST COL to WATER - 1ST COL Range of Check Dates: 01/11/12 to 01/11/12  
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
WATER - 1ST COL WATER - 1ST COLONIA;					
7777	01/11/12	WES18 POSTMASTER	438.10		4397
7778	01/11/12	AME02 AMERICAN ASPHALT COMPANY, INC.	118.57		4394
7779	01/11/12	AME05 AMERIHEALTH/SO NJ EMP BEN FUND	14,133.00		4394
7780	01/11/12	BES01 BEST UNIFORM RENTAL, INC.	129.99		4394
7781	01/11/12	CAR04 CARR'S HARDWARE, INC.	24.92		4394
7782	01/11/12	CRY01 CRYSTAL SPRINGS	13.34		4394
7783	01/11/12	KEN01 KENNEDY CULVERT & SUPPLY CO.	2,538.80		4394
7784	01/11/12	MET01 MET LIFE	844.62		4394
7785	01/11/12	ONE02 ONE CALL CONCEPTS, INC	14.56		4394
7786	01/11/12	PER04 PERMA-PATCH, INC.	600.00		4394
7787	01/11/12	PRO10 PRO-CLEAN	2,032.50		4394
7788	01/11/12	ROS05 PHILIP ROSENAU CO., INC.	419.06		4394
7789	01/11/12	STA01 STAPLES, INC.	105.92		4394
7790	01/11/12	STA04 STATE OF NEW JERSEY - PWT	424.57		4394
7791	01/11/12	STA06 STATEWIDE EXTERMINATING	420.00		4394
7792	01/11/12	TRE01 TREASURER - STATE OF N.J.	4,485.00		4394
7793	01/11/12	USB02 US BANK NAT ASSOC - NJEIT	2,268.89		4394

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Void</u>	<u>Amount Paid</u>
Checks:	17	0	0.00	29,011.84
Direct Deposit:	0	0	0.00	0.00
Total:	<u>17</u>	<u>0</u>	<u>0.00</u>	<u>29,011.84</u>

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Void</u>	<u>Amount Paid</u>
Checks:	17	0	0.00	29,011.84
Direct Deposit:	0	0	0.00	0.00
Total:	<u>17</u>	<u>0</u>	<u>0.00</u>	<u>29,011.84</u>

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Range of Checking Accts: BD OF HEALTH to BD OF HEALTH      Range of Check Ids: 1089 to 1089  
Report Type: All Checks      Report Format: Super Condensed      Check Type: Computer: Y      Manual: Y      Dir Deposit: Y

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
1089	01/11/12	TRE21    TREASURER, STATE OF NEW JERSEY	150.00		4395

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Report Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Void</u>	<u>Amount Paid</u>
	Checks:	1	0	0.00	150.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>1</u>	<u>0</u>	<u>0.00</u>	<u>150.00</u>

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Range of Checking Accts: CAPITAL 1ST COL to CAPITAL 1ST COL    Range of Check Ids: 1338 to 1340  
Report Type: All Checks    Report Format: Super Condensed    Check Type: Computer: Y    Manual: Y    Dir Deposit: Y

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
1338	01/11/12	TYR02 TYREE HOLDING CORPORATION	7,241.95		4396
1339	01/11/12	BIL01 Billows Electric Supply	169.30		4396
1340	01/11/12	AFF01 AFFORDABLE HEATING&COOL. INC.	561.00		4396

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Report Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Void</u>	<u>Amount Paid</u>
	Checks:	3	0	0.00	7,972.25
	Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
	Total:	3	0	0.00	7,972.25

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Range of Checking Accts: WATER CAP - 1ST to WATER CAP - 1ST    Range of Check Ids: 230 to 230  
Report Type: All Checks    Report Format: Super Condensed    Check Type: Computer: Y    Manual: Y    Dir Deposit: Y

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
230	01/11/12	PAR06    PARKER MCCAY	1,113.00		4398

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Report Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Void</u>	<u>Amount Paid</u>
	Checks:	1	0	0.00	1,113.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>1</u>	<u>0</u>	<u>0.00</u>	<u>1,113.00</u>

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Range of Checking Accts: AGENCY                      to AGENCY                      Range of Check Dates: 01/11/12 to 01/11/12  
Report Type: All Checks                      Report Format: Super Condensed    Check Type: Computer: Y    Manual: Y    Dir Deposit: Y

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num	
AGENCY						
1628	01/11/12	NAT15    NATIONWIDE RETIREMENT SOLUTION	1,195.00		4392	
1629	01/11/12	AFL01    AFLAC	326.55		4399	
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Void</u>	<u>Amount Paid</u>
	Checks:		2	0	0.00	1,521.55
	Direct Deposit:		0	0	0.00	0.00
	Total:		<u>2</u>	<u>0</u>	<u>0.00</u>	<u>1,521.55</u>
Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Void</u>	<u>Amount Paid</u>
	Checks:		2	0	0.00	1,521.55
	Direct Deposit:		0	0	0.00	0.00
	Total:		<u>2</u>	<u>0</u>	<u>0.00</u>	<u>1,521.55</u>

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