

**BOROUGH OF WESTVILLE**  
**Regular Council Meeting**  
**165 Broadway, Westville, NJ 08093**  
**Monday, March 17, 2014 ~ 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 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: Donna Moan, Charles Murtaugh, William C. Packer, III, William C. Rebel and Councilman Sims

*Also Present:* Administrator William J. Bittner, Jr., Municipal Clerk/Tax Collector Christine A. Helder, Public Works Manager Donna Domico, Police Chief William Whinna, Engineer Jon Bryson and Solicitor Shannon Corneilius<sup>[T1]</sup>

Mayor Welsh advised those in attendance that if they would like to speak during the meeting to come up to the microphone

Motion to approve the February 17, 2014 meeting minutes was made by Council President Ledrich and seconded by Councilman Packer. *Motion was unanimously approved by voice vote.*

**REPORTS OF THE COMMITTEES FOR JANUARY/FEBRUARY**

Councilman Rebel asked who submitted the Housing and Code Enforcement report and was informed by Administrator Bittner that Terri Eckel prepared the report and if he had any questions they could discuss them after the meeting. A motion to approve the reports, as submitted, was made by Councilman Packer and seconded by Councilwoman Moan. *Motion was unanimously approved by voice vote.*

**LICENSES:**

ABC Catering Permit from Schileen's Pub for 100th Anniversary Block Party, May 17, 2014 Mayor Welsh confirmed, with Chief Whinna, that the application was in order. Motion to approve the request was approved by Councilman Murtaugh and seconded by Council President Ledrich. *Motion unanimously approved by roll call vote*

**PUBLIC COMMENT ON AGENDA ITEMS ONLY:**

- ❖ Joyce Lovell, 328 Summit Avenue asked about two items listed in the Communications Section (1) Resolution authorizing Termination of Shared Services Agreement between the City of Woodbury and the Borough of Westville, from the City of Woodbury Mayor

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and Council - Adopted March 11, 2014 (Received March 12, 2014) and (2) Letter from City of Woodbury terminating Construction/Code Enforcement Agreement.

- ❖ Mayor Welsh advised the City of Woodbury forwarded a Resolution terminating our Agreement for Construction/Code Enforcement, Shared Services in 60 days along with a letter stating the same. A brief discussion took place on Westville's options.
- ❖ Ms. Lovell asked about the letter sent from Karen Haas, U.S. House of Representatives, concerning former Congressman Andrew's office. Councilman Murtaugh advised it was a letter informing municipalities who to contact at the former Congressman's office.

OLD BUSINESS: Flooding & Train Issues

- ❖ Administrator Bittner reported he attended a preliminary meeting earlier in the week with Sunoco Officials regarding their proposed plan and stated that Westville had concerns regarding vacation of the street, demolition of the properties and tax values. He advised another meeting is scheduled in a few months.

NEW BUSINESS:

- ❖ INTRODUCTION OF ORDINANCE No. 2-2014 ~ AMENDING CHAPTER 142: SECTION 5, CONSTRUCTION CODES Administrator Bittner advised this Ordinance was being introduced in "Title Only" because the fees have not been updated since the Borough first contracted with Woodbury and need to be revised.

Motion to approve Ordinance No. 2-2014 was approved by Councilman Rebel and seconded by Councilman Packer. *Motion unanimously approved by roll call vote.*

CONSENT AGENDAS: All matters listed under Consent Agenda are considered to be routine by Mayor and Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

RESOLUTION NO. 50-2014

AUTHORIZING APPROPRIATION TRANSFERS

RESOLUTION NO. 51-2014

AUTHORIZING THE TAX COLLECTOR TO TRANSFER A PAYMENT MADE BY FRANCES BEAL, BLOCK 47, LOT 16, 624 BROADWAY, IN THE AMOUNT OF \$500. TO WATER/SEWER ACCOUNT NO. 616

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RESOLUTION NO. 52-2014

AUTHORIZING A PROPERTY TAX EXEMPTION FOR  
TOTALLY DISABLED VETERAN ROBERT KING, 33  
HARVARD AVENUE, BLOCK 92/LOT 8

NEW BUSINESS: (Continued)

RESOLUTION NO. 53-2014

APPOINTING NATALIE WENTZ TO THE POSITION  
OF MUNICIPAL CONFLICT PROSECUTOR

NEW BUSINESS: (Continued)

RESOLUTION NO. 54-2014

APPOINTING STEPHANIE WILSON TO THE  
ENVIRONMENTAL COMMISSION

RESOLUTION NO. 55-2014

AUTHORIZING CHANGE IN CONTRACT FOR  
PUBLIC WORKS ASSOCIATION

Motion to approve Resolution Nos. 50 through 55 was made by Council President Ledrich and seconded by Councilman Sims. *Motion unanimously approved by roll call vote.*

- ❖ Request from Lou Raba, Director of Athletics at Gateway Regional High School, to use the Baseball Field at Park Avenue (as a back up to the Gateway field).

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

- ❖ Letter of resignation was received from Special Law Enforcement Officer II, Richard Henry, effective March 12, 2014.

Motion to accept the resignation made by Councilman Murtaugh and seconded by Council President Ledrich. *Motion unanimously approved by voice vote.*

- ❖ Request from resident, Pam Mastrando of 17 Locust Avenue, to hold a block party on May 10, 2014 from 3 to 7 p.m. was received.

A brief discussion took place on block parties. Municipal Clerk Helder will contact Ms. Mastrando and advise she will need to go door-to-door to obtain the signatures of all

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residents for approval to proceed with the block party. Chief Whinna will follow up on the request.

- ❖ Discussion of Library Budget and the Funds available to the Library were discussed. (The Library Trustees were looking for the Borough not to withhold the last quarter's contribution so that they can meet expenses.) Mayor Welsh stated he and Council President Ledrich supported the request and asked for Council's support. Administrator Bittner advised a Resolution would be needed when the time arrives to disburse the funds.

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

NEW BUSINESS: (Continued)

- ❖ Discussion took place on the Dog Census. Municipal Clerk Helder advised the Borough is required, by State law, to conduct a dog census every two years and provided information on The Society to Protect Animals, an organization that conducts the door-to-door census, all paperwork, follow-ups and any court filings at a cost of approximately \$6,000. (The company also does all the letters and follow-ups.) Clerk Helder advised the Borough currently has \$3,000 in the Dog account and that the survey should be completed by September 1, 2014. A brief discussion about previous procedures and the costs associated with the project took place. Mayor Welsh suggested the issue be revisited at the upcoming Budget workshop meeting.

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 Murtaugh. *Motion unanimously approved by voice vote.*

A motion to pay all bills and vouchers that are in order was made by Council President Ledrich and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote. (Councilman Sims abstained from voting on check #4896.)*

COMMUNICATIONS:

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- ❖ Resolution authorizing Termination of Shared Services Agreement between the City of Woodbury and the Borough of Westville, from the City of Woodbury Mayor and Council Adopted March 11, 2014 (Received March 12, 2014)
- ❖ Letter from the City of Woodbury terminating Construction/Code Enforcement Agreement.
- ❖ Annual Tax Collector Report for 2013, as required by State Law
- ❖ Letter from the State of New Jersey, Department of Transportation regarding Transportation Alternatives Program - Request for Application
- ❖ Letter from the State of New Jersey, Department of Transportation regarding Safe Routes to School - Request for Application
- ❖ Letter from the State of New Jersey regarding Licensed Operator Position (Public Works Manager Domico will complete and submit the "Succession Plan Questionnaire)
- ❖ Letter from Sergeant Kevin Clements of the Deptford Police Department thanking Sergeant Packer and his officers, along with K9 Remi, for their assistance with an individual who had barricaded himself in his home. (Mayor Welsh asked Chief Whinna to extend the Governing Body's appreciation to Sgt. Packer, his officers and K9 Remi regarding their assistance.)
- ❖ Letter from Gloucester County regarding Community Development Block Grant - Recapture of Funds for Broadway and Olive Street crosswalk project. (Councilwoman Moan asked for additional clarification on this issue, which was provided by Administrator Bittner.)

### COMMUNICATIONS: (Continued)

- ❖ Letter from a resident regarding property maintenance of dwelling on Hazel Avenue. (Mayor Welsh asked Public Works Domico for an update on this property. Public Works Manager Domico's comments were inaudible. Based on Mayor Welsh's comments, Public Works is taking care of the situation.)
- ❖ Letter from Glenn Grant, J.A.D. of New Jersey Courts regarding "Municipal Court Information Technology Improvements"
- ❖ 2014 Gloucester County Final Equalization Table
- ❖ GCUA Meeting Minutes - December 11, 2013 and January 8, 2014
- ❖ Letter from JIF regarding 2013 Safety Incentive Program Awards
- ❖ Thank you from the Donnelly family
- ❖ Letter from Karen Haas, U.S. House of Representatives regarding Robert Andrews District Office advising of who to contact
- ❖ County of Gloucester Resolution No. 2014-052, "Establishing Rate Schedule for the Gloucester County Utilities Authority"
- ❖ County of Gloucester Resolution No. 2014-053, "Establishing a Sanitary Sewerage Connection Fee for Fiscal Year 2014".
- ❖ Letter from David Cohen of Comcast regarding the Comcast/Time Warner Cable Announcement
- ❖ Letter from Comcast regarding the Time Warner Announcement

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- ❖ Resolution regarding 100% Tax Ratio from the Gloucester County Board of Taxation
- ❖ GCIA Meeting Minutes - January 16, 2014

**PUBLIC PORTION:**

- ❖ Stephanie Wilson, 17 Oak Avenue, thanked the Governing Body for supporting her appointment to the Environmental Commission and asked if Council had considered talking with owners of some of the dog sitting businesses in town about conducting a dog census.

**COMMENTS FROM GOVERNING BODY & DEPARTMENT HEADS:**

- ❖ Public Works Manager Domico addressed the River Drive project.
- ❖ Councilwoman Moan advised she attended a webinar regarding the Borough's web site and that the Committee is still looking at other avenues.
- ❖ Councilwoman Moan asked if more signs could be posted regarding feeding the geese and trash along Boundary Lane. (Public Works Manager Domico's comments were inaudible as well as individuals who spoke from the audience.)
- ❖ Councilman Packer advised tickets for the Casino Fundraiser were available for sale and the Planning and Business Development Committee recently met with some of the local Business Owners to discuss the possibility of forming a Westville Business Association and that a second meeting is planned in April 4th.

**COMMENTS FROM GOVERNING BODY & DEPARTMENT HEADS: (Continued)**

- ❖ Councilman Rebel passed along residents complaints he received about (1) dog waste cans filled at the park. Public Works Manager Domico advised Councilman Rebel that the cans are maintained at all times, it may be that persons are putting things into the cans that should not be in there and they overflow.
- ❖ Councilman Rebel addressed the vacant building at 126 Broadway and the fact that the awning is separating from the building and asked if someone could look at it. Mayor Welsh asked Administrator Bittner to follow up. Councilman Rebel inquired about the status of the maintenance issues regarding municipal buildings that are in disrepair. Public Works Manager advised that just about everything has been completed.
- ❖ Mayor Welsh recognized the Department Heads for their meetings held prior to each Council Meeting and thanked them for this preparation.

Municipal Clerk Helder read Executive Resolution No. 57-2014

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- ❖ RESOLUTION NO. 57-2014 ~ EXECUTIVE RESOLUTION to discuss personnel matters within the Police Department and contractual matters within the Construction office.

Motion to approve Resolution No. 57-2014 was made by Councilman Sims and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote.*

*Time In: 7:33 p.m.*

*Time Out: 8:09 p.m.*

- ❖ Motion to promote Matthew Umba, from SLEO II, to full time Patrolman, pending receipt of an official letter of resignation from Patrolman Quinton Mulford, at the next council meeting was made by Councilman Murtaugh and seconded by Council President Ledrich. *Motion unanimously approved by roll call vote.*

A motion to adjourn the meeting was made by Councilman Murtaugh and seconded by Councilman Sims.

Meeting Adjournment 8:11 p.m.

*Respectfully Submitted,*

*Christine A. Helder  
CMC/Municipal Clerk*

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04:52 PM

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Check Register By Check Date

Page No: 1

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22836	02/20/14	WES18 POSTMASTER	410.00		4882
22837	02/24/14	PUB02 PUBLIC SERVICE ELECTRIC & GAS	22,583.29		4883
22838	02/27/14	MASSIND01 JOHN MASSING	300.00		4884
22839	02/28/14	AME05 SOUTHERN NJ EMP. BENEFITS FUND	41,428.10		4885
22840	02/28/14	FOR01 FORD MOTOR CREDIT COMPANY-MUNI	926.49		4885
22841	02/28/14	GAT01 GATEWAY BOARD OF EDUCATION	277,219.00		4885
22842	02/28/14	MET01 MET LIFE	1,941.22		4885
22843	02/28/14	STA09 STATE OF NJ - EMPLOYER ACCTS	3,105.54		4885
22844	02/28/14	TRIO2 TRICOJIF, INC.	150,723.85		4885
22845	02/28/14	WES05 WESTVILLE BOARD OF EDUCATION	229,787.75		4885
22846	02/28/14	WES10 WESTVILLE FIRE DISTRICT NO. 1	27,805.05		4885
22847	03/06/14	COM11 COMCAST CABLE	530.73		4890
22848	03/06/14	MAR18 MARLIN BUSINESS BANK	842.25		4890
22849	03/06/14	PIT04 PURCHASE POWER	1,020.99		4890
22850	03/06/14	PIT05 PITNEY-BOWES	600.00		4890
22851	03/14/14	ACE01 ACE MOTOR SALES, INC.	40.56		4896
22852	03/14/14	AFF01 AFFORDABLE HEATING&COOL. INC.	158.00		4896
22853	03/14/14	AM01 A&M PRODUCTS	334.20		4896
22854	03/14/14	AME02 AMERICAN ASPHALT COMPANY, INC.	471.15		4896
22855	03/14/14	AUT05 AUTO ZONE, INC	714.33		4896
22856	03/14/14	BEL05 BELLMAWR TRUCK REPAIR CO., INC	1,859.52		4896
22857	03/14/14	CAR04 CARR'S HARDWARE, INC.	154.68		4896
22858	03/14/14	COU03 COUNTY CONSERVATION CO. LLCORP	45.00		4896
22859	03/14/14	CRI01 COLLEEN CRISTINZIO	100.00		4896
22860	03/14/14	CRY01 CRYSTAL SPRINGS	122.90		4896
22861	03/14/14	DAV04 KUNCAS ENTERPRISES, INC.	104.98		4896
22862	03/14/14	DED01 LINDA A. DEDRICK	125.00		4896
22863	03/14/14	DEH01 H. A. DEHART & SONS, INC.	1,322.67		4896
22864	03/14/14	FIO02 CHARLES A. FIORE, ESQ.	1,041.66		4896
22865	03/14/14	GAR04 GARDEN STATE HIGHWAY PRODUCTS	1,563.15		4896
22866	03/14/14	GAT01 GATEWAY BOARD OF EDUCATION	2,068.00		4896
22867	03/14/14	GEN01 GENERAL CODE PUBLISHERS CORP.	1,562.05		4896
22868	03/14/14	GEN02 GENERAL FIRE SALES & SERVICE	148.40		4896
22869	03/14/14	GRA01 W. W. GRAINGER, INC.	406.40		4896
22870	03/14/14	GRA04 JOHN GRADY	106.08		4896
22871	03/14/14	GRO01 GROVE HARDWARE & HOME SUPPLY	30.00		4896
22872	03/14/14	HEI02 HEIMS	41.40		4896
22873	03/14/14	HUB01 LAWRENCE L. HUBERT	542.00		4896
22874	03/14/14	LAW01 LAWMEN SUPPLY COMPANY, INC	737.13		4896
22875	03/14/14	LOW01 LOWE'S BUSINESS ACCOUNT	882.42		4896
22876	03/14/14	MCS01 MC SYSTEMS OF NJ, INC.	999.00		4896
22877	03/14/14	MGL01 MGL PRINTING SOLUTIONS, INC.	262.00		4896
22878	03/14/14	MIK01 MIKE'S SERVICE	1,735.30		4896
22879	03/14/14	MUN08 MUN CLERK'S ASSN OF NJ, INC.	25.00		4896
22880	03/14/14	NAP03 NAPA AUTO&TRUCK PARTS-DEPTFORD	12.74		4896
22881	03/14/14	NOR06 NORIX	497.40		4896
22882	03/14/14	PAY01 PAYCHEX LOC #26	828.65		4896
22883	03/14/14	PED01 PEDRONI FUEL COMPANY, INC.	11,164.25		4896

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Check Register by Check Date

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22885	03/14/14	PUB02 PUBLIC SERVICE ELECTRIC & GAS	13,114.93		4896	
22886	03/14/14	RAS01 RASTELLI'S MARKET FRESH	1,505.00		4896	
22887	03/14/14	REC05 RecycleRewards, Inc.	3,485.00		4896	
22888	03/14/14	RIE01 RIEHLS TOWING	45.00		4896	
22889	03/14/14	ROC01 ROCK PRODUCTS, INC.	1,129.95		4896	
22890	03/14/14	RRT01 R&R TIRE, LLC	241.50		4896	
22891	03/14/14	SIM03 LINDA SIMS	81.93		4896	
22892	03/14/14	SOU07 SOUTH JERSEY NEWSPAPERS CO.INC	233.96		4896	
22893	03/14/14	STA13 STAPLES BUSINESS ADVANTAGE	782.24		4896	
22894	03/14/14	STA15 STATE TOXICOLOGY LABORATORY	135.00		4896	
22895	03/14/14	STA20 STATE OF NJ DEPT OF LABOR	190.00		4896	
22896	03/14/14	TRE22 TREASURER, STATE OF NEW JERSEY	68.00		4896	
22897	03/14/14	TRU02 TRUCK SVC PARTS WAREHSE-PARDOS	266.21		4896	
22898	03/14/14	VER03 VERIZON	762.44		4896	
22899	03/14/14	VER07 VERIZON WIRELESS	1,274.38		4896	
22900	03/14/14	VIR02 Virtua At Work Washington Twp	215.60		4896	
22901	03/14/14	WHE01 WHEELABRATOR GLOUCESTER CO. LP	10,918.78		4896	
22902	03/14/14	WOR02 WORK 'N GEAR	258.84		4896	
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BOROUGH OF WESTVILLE  
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Page No: 3

Fund Description	Fund	Budget Total	Revenue Total	G/L Total
CURRENT FUND	3-01	23,715.55	0.00	0.00
CURRENT FUND	4-01	798,871.24	0.00	0.00
	G-02	2,068.00	0.00	0.00
	T-22	300.00	0.00	0.00
Total of All Funds:		824,954.79	0.00	0.00

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BOROUGH OF WESTVILLE  
Check Register By Check Date

Page No: 1

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8307	02/28/14	HAR08 THE HARTFORD-PRIORITY ACCOUNTS	92.13		4881
8308	02/28/14	MET01 MET LIFE	831.96		4881
8309	02/28/14	TRIO2 TRICOJIF, INC.	16,747.15		4881
8310	03/14/14	ABS01 ABS ELECTRIC, INC.	264.93		4897
8311	03/14/14	AFF01 AFFORDABLE HEATING&COOL. INC.	805.00		4897
8312	03/14/14	COY01 GEORGE S. COYNE CHEMICAL, INC	2,059.20		4897
8313	03/14/14	CRY01 CRYSTAL SPRINGS	38.46		4897
8314	03/14/14	DEH01 H. A. DEHART & SONS, INC.	105.70		4897
8315	03/14/14	LOW01 LOWE'S BUSINESS ACCOUNT	115.38		4897
8316	03/14/14	ONE01 ONE CALL CONCEPTS, INC.	24.52		4897
8317	03/14/14	PER04 PERMA-PATCH, INC.	600.00		4897
8318	03/14/14	PUB02 PUBLIC SERVICE ELECTRIC & GAS	10,482.61		4897
8319	03/14/14	SCH01 A. C. SCHULTES	1,085.00		4897
8320	03/14/14	TRE01 TREASURER - STATE OF N.J.	619.00		4897
8321	03/14/14	TRIO1 TRICO EQUIPMENT SERVICES LLC	1,590.20		4897
8322	03/14/14	USA01 USA BLUEBOOK	75.95		4897

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Page No: 1

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1488	03/12/14	STR04 Straga Brothers, Inc.	17,073.28		4894
1489	03/14/14	KBC01 K.B. Custom Interiors	680.00		4895
1490	03/14/14	BAK01 GEORGE K. BAKER	850.00		4895
1491	03/14/14	GEL01 Anthony Gellura	450.00		4895
1492	03/14/14	STR04 Straga Brothers, Inc.	4,075.02		4895
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