

BOROUGH OF WESTVILLE  
Reorganization Meeting  
Monday, January 4<sup>th</sup>, 2016 - 7:00 p.m.  
165 Broadway  
*Meeting Minutes*

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

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

The Invocation was given by Pastor Steven Philipp of the Westville United Methodist Church.

PUBLIC COMMENT ON AGENDA ITEMS ONLY: No comments received.

Congressman Donald Norcross administered the Oath of Office to Councilmen Michael O. Ledrich, Paul C. Mailley and Bruce Nordaby

ROLL CALL:

**Present:** Mayor Russell W. Welsh, Jr., Council Members: Michael O. Ledrich, Paul C. Mailley, Donna Moan, Charles D. Murtaugh, Bruce Nordaby and Fritz H. Sims, Jr.

**Also Present:** Administrator William J. Bittner, Jr., Municipal Clerk and Tax Collector Christine A. Helder, Public Works Manager Donna Domico, Police Chief William Whinna and Solicitor Timothy Scaffidi

Mayor Welsh thanked Congressman Norcross for attending the meeting and thanked Freeholder Joe Chila, who stopped in prior to the start of the meeting. Mayor Welsh also thanked Freeholder DiMarco and newly elected Assemblywoman Patricia Egan Jones.

Congressman Norcross addressed meeting attendees by wishing everyone a Happy and Prosperous New Year and acknowledged the commitment made by Westville's elected officials to serve the Borough.

ITEMS OF BUSINESS:

- ❖ Councilman Murtaugh made a motion to nominate Councilman Michael O. Ledrich as Council President that was seconded by Councilman Sims. *Motion unanimously approved by voice vote.*

Mayor Welsh presented awards for the 2015 Christmas Decorating Contest:

❖ **Best Decorated Home**

1<sup>st</sup> Place Winner - 640 River Drive, Jeffrey Stefan

2<sup>nd</sup> Place Winner - 153 E. Olive Street, Nina DiPonziano

3<sup>rd</sup> Place Winner - 144 Locust Avenue, Jim & Suzanne Totani

*Meeting Minutes - Reorganization Meeting - January 4<sup>th</sup>, 2016*

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❖ **Best Decorated Business**

1<sup>st</sup> Place Winner - 158 Broadway, Speranza (Dave Strano)

2<sup>nd</sup> Place Winner - 200 Broadway, Preferred Water Treatment (Hudson Brice)

3<sup>rd</sup> Place Winner - 154-156 Broadway, Lola's Menagerie (Linda Orsuto & Cheryl Smola)

**PUBLIC COMMENT ON AGENDA ITEMS ONLY: No comments received.**

**NEW BUSINESS:**

*Introduction of:*

- ❖ **ORDINANCE NO. 1-2016 ~ 2016 SALARY AND WAGE ORDINANCE OF THE BOROUGH OF WESTVILLE**

**Motion to approve Ordinance No. 1-2016 was made by Council President Ledrich and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.***

- ❖ **RESOLUTION NO. 1-2016 ~ AUTHORIZING RESOLUTIONS OF CONSENT**

**A motion to approve Resolution No. 1-2016, authorizing adoption of the Resolutions listed below, was made by Councilman Murtaugh and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote.***

**RESOLUTION NO. 2-2016                      ADOPTING A TEMPORARY BUDGET**

**RESOLUTION NO. 3-2016                      NAMING BANK DEPOSITORIES**

**RESOLUTION NO. 4-2016                      AUTHORIZING A PETTY CASH FUND**

**RESOLUTION NO. 5-2016                      FIXING THE RATE OF INTEREST**

**RESOLUTION NO. 6-2016                      DESIGNATING LEGAL PUBLICATIONS**

**RESOLUTION NO. 7-2016                      ADOPTING ROBERTS RULES OF ORDER**

**RESOLUTION NO. 8-2016                      EXECUTING PROFESSIONAL AGREEMENTS**

**RESOLUTION NO. 9-2016                      APPOINTMENT OF RISK MANAGEMENT CONSULTANT**

**AGREEMENT                                      HARDENBERGH INSURANCE AS RISK MANAGEMENT CONSULTANT**

**RESOLUTION NO. 10-2016                      DESIGNATING BOROUGH COUNCIL MEETING DATES**

**RESOLUTION NO. 11-2016                      CHARGING YEAR END PENALTY ON TAXES, WATER OR SEWER THAT ARE DELINQUENT**

<b>RESOLUTION NO. 12-2016</b>	<b>ADOPTING A CASH MANAGEMENT PLAN</b>
<b>RESOLUTION NO. 13-2016</b>	<b>DESIGNATING MANAGERIAL INDIVIDUALS ACCESS TO EPL HOTLINE BY TELEPHONE</b>
<b>RESOLUTION NO. 14-2016</b>	<b>DESIGNATING TAX SEARCH/ASSESSMENT SEARCH OFFICER</b>
<b>RESOLUTION NO. 15-2016</b>	<b>DESIGNATING OPEN PUBLIC RECORDS REQUEST (OPRA) CUSTODIAN &amp; DEPUTY CUSTODIAN OF RECORDS</b>
<b>RESOLUTION NO. 16-2016</b>	<b>OMIT FROM TAX SALE REAL PROPERTY EQUAL MONTHLY INSTALLMENTS</b>
<b>RESOLUTION NO. 17-2016</b>	<b>ISSUANCE OF DUPLICATE TAX SALE CERTIFICATE</b>
<b>RESOLUTION NO. 18-2016</b>	<b>AUTHORIZING A SERVICE CHARGE FOR RETURNED CHECKS</b>
<b>RESOLUTION NO. 19-2016</b>	<b>BIDDING BY MUNICIPAL OFFICERS AT TAX SALE</b>
<b>RESOLUTION NO. 20-2016</b>	<b>AUTHORIZING IN REM FORECLOSURE</b>
<b>RESOLUTION NO. 21-2016</b>	<b>AUTHORIZING PURCHASING UNDER STATE CONTRACTS</b>
<b>RESOLUTION NO. 22-2016</b>	<b>AUTHORIZING OFFICIALS TO FILE PROOF OF CLAIMS FORMS WITH THE UNITED STATES BANKRUPTCY COURT</b>
<b>RESOLUTION NO. 23-2016</b>	<b>AUTHORIZING A TAX SALE PURSUANT TO N.J.S.A. 54:5-19</b>
<b>RESOLUTION NO. 24-2016</b>	<b>AUTHORIZING A \$25.00 FEE FOR ISSUANCE OF TAX SALE CERTIFICATES OF REDEMPTION</b>
<b>RESOLUTION NO. 25-2016</b>	<b>APPOINTING A FUND COMMISSIONER AND ALTERNATE FUND COMMISSIONER FOR THE TRICO JIF</b>
<b>RESOLUTION NO. 26-2016</b>	<b>APPOINTING OF BOROUGH OFFICIALS</b>

RESOLUTION NO. 27-2016	APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER-AFFIRMATIVE ACTION
RESOLUTION NO. 28-2016	AUTHORIZING AGREEMENT WITH "VIRTUA AT WORK"
RESOLUTION NO. 29-2016	AUTHORIZING THE TAX COLLECTOR TO PROCESS, WITHOUT FURTHER ACTION ON THE PART OF THE GOVERNING BODY, THE CANCELLATION OF ANY PROPERTY TAX OR DELINQUENCY, OR CHARGES AND FEES IMPOSED BY THE MUNICIPALITY OF LESS THAN \$10.00
RESOLUTION NO. 30-2016	AUTHORIZING THE TAX COLLECTOR TO CHARGE A FEE FOR EACH TAX SALE NOTICE, OR MAILING IN LIEU OF TWO PUBLICATIONS, COSTS OF WHICH SHALL BE ADDED TO THE COST OF THE SALE, NOT TO EXCEED \$25 FOR EACH SET OF NOTICES AS PERMITTED BY N.J.S.A. 54:5-26
RESOLUTION NO. 31-2016	AUTHORIZING DISALLOWANCES FOR SENIOR CITIZENS/WIDOWS/DISABILITY PROPERTY TAX DEDUCTIONS
RESOLUTION NO. 32-2016	AUTHORIZING END OF YEAR CREDITS FOR SENIOR CITIZENS/WIDOWS/DISABILITY AND VETERAN EXEMPTIONS
RESOLUTION NO. 33-2016	SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND RENEWAL AND AGREEMENT

PUBLIC PORTION OF THE MEETING: No comments received.

COMMENTS FROM GOVERNING BODY AND DEPARTMENT HEADS:

- ❖ Chief Whinna congratulated the newly and re-elected officials
- ❖ Public Works Manager Domico wished everyone a Happy New Year
- ❖ Councilwoman Moan congratulated the "Best Decorated" winners and thanked the Celebration Committee
- ❖ Councilman Nordaby wished everyone a Happy New Year

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

- ❖ Council President Ledrich wished everyone a Happy New Year and congratulated Councilmen Nordaby and Mailley
- ❖ Solicitor Scaffidi wished everyone good luck going into 2016
- ❖ Councilman Sims congratulated everyone that was sworn in
- ❖ Councilman Murtaugh congratulated the individuals sworn in and thanked everyone for coming out to the meeting and invited meeting attendees to Schileens for a bite to eat
- ❖ Councilman Mailley wished everyone a Happy New Year and congratulated Council President Ledrich and Councilman Nordaby
- ❖ Mayor Welsh congratulated Council President Ledrich and Councilmen Mailley and Nordaby

**MAYOR'S MESSAGE:**

Mayor Welsh stated he was directing his comments to Council and Department Heads to talk about the upcoming year and the opportunities and challenges they will face. Mayor Welsh stated the Borough was able to minimize the increase in the Local Purpose Tax while maintaining the same level of service for residents and this was a reflection of a great job by Department Heads, along with the cooperation of Council to manage the budget. Mayor Welsh advised this year will be more challenging as a result of National Park not renewing the Police Services contract and that the loss of revenue will affect the Local Purpose Tax but that the Mayor and Council will do everything to minimize the loss of revenue. Mayor Welsh advised the loss of the Shared Services agreement forced the Borough to reduce the size of the police force from 15 down to 12 and also reduced the revenue from the Municipal Court. Mayor Welsh commented he and Council will continue to explore Shared Services with other municipalities and feels headcount can be reduced through attrition. Mayor Welsh also noted the Borough will be looking into Redevelopment opportunities to rejuvenate the downtown area. The Mayor summarized by saying the Borough will not sit back and take no action, the Borough cannot continue not to evolve or not to look to utilize shared services or consider outsourcing different services because if the Borough does that and stays status quo, the town is too small to survive. Mayor Welsh promised that he and council will continue to keep the residents' interests close to their decisions. Mayor Welsh concluded his statement by advising meeting attendees his door is always open and his phone is on if they have any questions, comments, concerns or ideas.

The Benediction was given by Pastor Steven Philipp of the Westville United Methodist Church.

*Meeting Minutes - Reorganization Meeting - January 4<sup>th</sup>, 2016*

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

The Meeting adjourned at 7:25 p.m.

*Respectively Submitted,*

Christine A. Helder  
CMC/MUNICIPAL CLERK

*Next meeting scheduled for January 11, 2016 @ 7:00 p.m.*