

BOROUGH OF WESTVILLE

Regular Council Meeting
165 Broadway
August 14, 2017 ~ 7:00 p.m.
Meeting Minutes

Council President Ledrich called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance.

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

Council President Michael O. Ledrich, Council Members: Paul C. Mailley, Charles D. Murtaugh, Donna Moan and Fritz H. Sims, Jr., Deputy Clerk Kathleen Carroll, Administrator Ryan J. Giles, Public Works Assistant Manager Martin Finger, Engineer Jon Bryson, Chief William Whinna and Solicitor Timothy Scaffidi.

Absent: Mayor Russell W. Welsh, Jr.

A motion to approve the meeting minutes of July 10, 2017 was made by Councilman Sims and seconded by Councilwoman Moan. *Motion was unanimously approved by voice vote.*

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

- ❖ Joyce Lovell, 328 Summit Avenue, inquired about the Agreement between the Borough and Christine Helder. Ms. Lovell was informed by Solicitor Scaffidi that the contract was a Personnel matter but that it did discuss Ms. Helder's separation from the Borough of Westville.

REPORTS OF THE COMMITTEES FOR JULY:

Councilman Sims asked Engineer Bryson for an update on the Water Main replacement project. Discussion took place regarding traffic issues that will occur as a result of the project and Councilman Sims asked Public Works Assistant Manager Finger to keep Chief Whinna and the Fire Department updated about road closures and water mains that are shut down.

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

OLD BUSINESS:

Public Hearing:

- ❖ **ORDINANCE NO. 8-2017 ~AMENDING CHAPTER 175, SECTION 31, FIRE PREVENTION OF THE CODE OF THE BOROUGH OF WESTVILLE 175-31** (*required inspections and fees*)

A motion to open the meeting to the public was made by Councilman Mailley and seconded by Councilwoman Moan. *The motion was unanimously approved by voice vote.*

Hearing no comment from the public, a motion to close the meeting to the public was made by Councilman Mailley and seconded by Councilwoman Moan. *The motion was unanimously approved by voice vote.*

A motion to approve Ordinance No. 8-2017 was made by Councilman Mailley and seconded by Councilwoman Moan. *The motion was unanimously approved by roll call vote with Councilmen Murtaugh and Sims abstaining.*

Public Hearing:

❖ **ORDINANCE NO. 9-2017 ~ AMENDING CHAPTER 350. ARTICLE 1. FIVE-YEAR HOME IMPROVEMENT EXEMPTION**

A motion to open the meeting to the public was made by Councilman Sims and seconded by Councilman Mailley. *The motion was unanimously approved by voice vote.*

Administrator Giles provided a brief explanation of the Ordinance and confirmed it was a five-year abatement for residential properties.

Hearing no comment from the public, a motion to close the meeting to the public was made by Councilwoman Moan and seconded by Councilman Mailley. *The motion was unanimously approved by voice vote.*

A motion to approve Ordinance No. 9-2017 was made by Councilman Murtaugh and seconded by Councilwoman Moan. *The motion was unanimously approved by roll call vote.*

NEW BUSINESS:

❖ **NOTICE of resignation/retirement from Christine A. Helder**

A motion to accept the letter of resignation/retirement was made by Councilman Murtaugh and seconded by Councilman Mailley. *The motion was unanimously approved by voice vote.*

-----**CONSENT AGENDA**-----

The items listed below are considered to be routine by the Borough of Westville and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.

Solicitor Scaffidi advised, for the record, Councilman Murtaugh removed himself from the dais and seated himself in the audience during the vote.

(Motion to approve/deny all Resolutions listed under the Consent Agenda by Roll Call Vote)

RESOLUTION 112-2017 - Authorizing execution of an Agreement between the Borough of Westville and Christine A. Helder

RESOLUTION 113-2017 - Appointment of Ryan C. Giles as Municipal Clerk for the Borough of Westville

RESOLUTION 114-2017 - Appointment of Kathleen Carroll as Deputy Municipal Clerk for the Borough of Westville

RESOLUTION 115-2017 - Appointing Ryan C. Giles the contact person for the Employment Practices Liability Attorney Consultant Services

RESOLUTION 116-2017 - Appointing Kelley L. Andersen as Acting Municipal Court Administrator

RESOLUTION 117-2017 - Authorizing the Water Clerk to credit Water Account #1374, 1001 High Street, for Jose DaSilva in the amount of \$98.26 due to a meter reset error

RESOLUTION 118-2017 - Authorizing the Placement of Property Maintenance Liens (*list attached to the agenda*)

RESOLUTION 119-2017 - Authorizing the Sewer Clerk to cancel Sewer charges for Borough Owned Property located at 900 Edgewater Avenue (Block 99, Lot 14)

RESOLUTION 120-2017 - Designating Mantua Urban Renewal Associates, L.P. as Redeveloper for the 1000-1010 Broadway Redevelopment Plan Block/73, Lots 6&7

RESOLUTION 121-2017 - Appointment of Nicole O'Hara as Tax Collector for the Borough of Westville

A motion to approve Resolution Numbers 112 through 121, 2017 was made by Councilman Sims and seconded by Councilwoman Moan. *The motion was unanimously approved by roll call vote.*

-----*End of Consent Agenda*-----
Solicitor Scaffidi advised Councilman Murtaugh returned to the dais.

❖ **RESOLUTION 122-2017 - Authorizing the Governing Body of the Borough of Westville to award the bid for the FY2016 "Resurfacing & Safety Improvements to Yale Drive" project, to Gerald A. Barrett, LLC.**

A motion to approve Resolution No. 122-2017 was made by Councilman Murtaugh and seconded by Councilman Sims. *The motion was unanimously approved by roll call vote.*

❖ **LETTER from Gloucester County regarding Mutual Aid Agreement**

Councilman Murtaugh explained the County sends out the Agreement every five years and addresses Mutual Aid plan issues. Councilman Murtaugh advised the Borough should support the Agreement and requested a Resolution, approving the Agreement, be placed on the September 11, 2017.

A motion to include a Resolution, supporting the Agreement, on the September 11, 2017 Agenda was made by Councilman Mailley and seconded by Councilman Sims. *The motion was unanimously approved by voice vote.*

❖ **REQUEST from the Lions Club to hold a Coin Drop on Friday, October 20, 2017 from 3 to 7 pm at Broadway and Olive Streets**

Chief Whinna advised he approved the request but expressed his concern about diminishing daylight at 7 pm. Chief Whinna asked if the Lions Club could adjust the hours of the coin drop to end prior to 7 pm.

A motion to approve the Coin Drop, pending revising the hours, was made by Councilman Murtaugh and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

NEW BUSINESS: *(continued)*

- ❖ **REQUEST from Tom Volpe to use the Community Center on Wednesday evenings from 6:30 to 8:45 p.m. for a period of one year starting in August 2017 through August 2018 for Bible Study classes**

Discussion took place specific to the usage of the Community Center and after comments by both Councilman Murtaugh and Mr. Volpe, Councilman Murtaugh suggested the request be denied to provide the Committee with more time to research the request and to see if there are any other options in town for a difference facility.

A motion to decline the request was made by Councilman Murtaugh and seconded by Councilman Mailley. *The motion to decline the request was unanimously approved by roll call vote.*

- ❖ **REQUEST from Chris Guida to use the Baseball Field at Park Avenue for SJ Expos (men's baseball league) on Sunday mornings from 9:00 a.m. to noon starting August 28 through November 28, 2017.** *(all forms, including hold harmless and insurance, completed and submitted)*

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

- ❖ **REQUEST from Carl Polanski to use the Baseball Field at Park Avenue for CK Construction (men's softball league) on Sunday mornings from 9:00 a.m. to noon starting September 10 through November 15, 2017.** *(with the exception of the insurance form that will be provided, all forms submitted)*

A motion to decline the request (because it is already in use and softball teams are not permitted to use the baseball field) was made by Councilman Murtaugh and seconded by Councilwoman Moan. *The motion was unanimously approved by voice vote.*

- ❖ **REQUEST from the Planning and Development Committee to mail letters to business and civic groups regarding sponsoring pole banners**

Councilwoman Moan spoke on behalf of the Committee and explained letters would be sent to businesses and/or groups asking them to financially support a pole banner.

A motion to allow the Planning and Development Committee to mail the letters was made by Councilman Mailley and seconded by Councilman Sims. *The motion was unanimously approved by voice vote.*

- ❖ **LETTER of resignation from Josiah Domico effective September 8, 2017**

A motion to accept the letter of resignation was made by was made by Councilwoman Moan and seconded by Councilman Murtaugh. *The motion was unanimously approved by voice vote.*

- ❖ **AUTHORIZE Administrator Giles to execute an Agreement with Sprint for Borough cell phone service**

Administrator Giles discussed the Borough's \$3,000 a year savings by switching from Verizon to Sprint and explained the procedure for change over to the new system

A motion to permit Administrator Giles to make the change to Sprint was made by Councilman Sims and seconded by Councilwoman Moan. *The motion was unanimously approved by roll call vote.*

BILLS & VOUCHERS:

The Deputy 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 Councilwoman Moan and seconded by Councilman Murtaugh. *Motion unanimously approved by roll call vote with Councilman Mailley abstaining on the invoice paid with check #25904.*

COMMUNICATIONS:

- ❖ Certification Schedule of 2017 General Tax Rate from the County Board of Taxation
- ❖ Special Permit Application received from Schileen's Pub for the Fall Festival scheduled for September 30, 2017 (*approved by Chief Whinna and Administrator Giles*)
- ❖ Letter from Tax Collector Tina Helder confirming the mailing of the third and fourth quarter 2017 tax bills
- ❖ Notice of Public Hearing regarding 241 and 243 Edgewater Avenue

PUBLIC PORTION

- ❖ Joyce Lovell, 328 Summit Avenue, congratulated individuals on their new positions and expressed her support of Ordinance No. 9-2017. Ms. Lovell provided Mr. Volpe with information on possible facilities to hold his Bible studies classes and asked if the Borough would be distributing "eclipse" safe viewing glasses to residents

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS

- ❖ Engineer Bryson advised the Water Main project will begin in a few days.
- ❖ Councilman Sims congratulated Kate, Ryan and Nicole on their new appointments.
- ❖ Councilman Murtaugh apologized to Mr. Volpe regarding his understanding of where the Bible Study meetings are currently being held and discussed Westville's 2nd Shredding Event.
- ❖ Councilman Mailley reminded meeting attendees of the Fundraising Event at Piston Diner on Thursday, August 17 where 15% of all the proceeds will go to the Celebrations Committee.
- ❖ Administrator Giles advised on Friday, August 25 the parking lot at 165 Broadway will be paved and that George Baker will start the electrical work for the digital sign at 165 Broadway this week and confirmed the sign will be delivered the end of August. Additionally Administrator Giles verified work will begin on the Construction office this week and commented the office team is working well together. Administrator Giles stated Tower Tavern will be selling their business and will require a Person-To-Person license transfer so the Borough will need to hold a Special Council Meeting on August 28, 2017 with a minimum of four voting members to approve the Resolution to authorize a Person-To-Person transfer to coincide with the closing date of the sale of the business. Councilman Murtaugh mentioned Tower Tavern's Fire Registration fee debt and Administrator Giles confirmed that money will be held in escrow at the time of the sale.
- ❖ Councilman Murtaugh congratulated Kate, Ryan and Nicole on their appointments.

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❖ **RESOLUTION NO. 123-2017 ~ AUTHORIZING AN EXECUTIVE SESSION FOR DISCUSSION OF PERSONNEL MATTERS IN THE PUBLIC WORKS DEPARTMENT.**

A motion to approve Resolution No. 123-2017 was made by Councilman Murtaugh and seconded by Councilman Mailley. *Motion unanimously approved by voice vote.*

Time In: 7:42 p.m. Time Out: 8:09 p.m.

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

The meeting was adjourned at 8:11 p.m.

Respectively Submitted,

*Kathleen Carroll
Deputy Municipal Clerk*

Next Council meeting scheduled for September 11, 2017 at 7:00 p.m.

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Property Tax Liens

<u>Block/Lot</u>	<u>Owner of Record</u>	<u>Address</u>	<u>Amount</u>
9/3	Zianchao Zhu	436 Highland Avenue	\$188.37
22/19	Jenifer Bruggman	325 Woodbine Avenue	\$188.37
22/22	Russell & Anna Hall	337 Woodbine Avenue	\$188.37
36/9	Federal National Mortgage	123 Maple Avenue	\$208.37
36/11	Trent Bridge Inc.	137 Maple Avenue	\$180.51
45/1	Frances Silenzio	714 Gateway Boulevard	\$188.37
48/6	Lamont Russell	20-22 Pine Street	\$188.37
48/16	Fortune & John Marini	224-226 Broadway	\$150.51
53/5.01	Artur & Kateryna Skopenko	401 Broadway	\$208.37
57/22	Thomas & Lisa Egbert	201 Delsea Drive	\$188.37
58/1	Joseph & Patricia Judd	201 Maple Avenue	\$188.37
67/4	Angela Heiser	116 Hunter Avenue	\$190.51
68/8	Ed Camacho	101 Stanley Avenue	\$228.37
70/2	Theron & Jacqueline Turner	500 Almonesson Road	\$150.51
76/10	SMB Investments	29 Cedar Avenue	\$190.51
79/11	Amy Zellman & Patrick Binck	152 Cedar Avenue	\$190.51
80/12	Laura Hemsarh	13 E. Olive Street	\$190.51
82/3.01	David & Jeanne Searfoorce	36 E. Olive Street	\$228.37
86/15	Maria & Gabriela Burlacu	23 Avon Avenue	\$190.51