

BOROUGH OF WESTVILLE
Reorganization Meeting
Wednesday, January 4, 2017 - 7:00 p.m.
165 Broadway
Meeting Minutes

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

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 and the Courier Post.

Invocation was done by Pastor Tyrone Reeves, of the Straight-Line Church in Westville.

Deputy Freeholder Director Giuseppe (Joe) Chila administered the Oath of Office to Councilman Paul C. Mailley and Councilwoman Donna Moan.

Mayor Welsh thanked Deputy Freeholder Director Chila for attending the meeting and administering the Oath of Office to the newly elected officials.

Deputy Freeholder Director Chila addressed meeting attendees by wishing everyone a Happy New Year and commented on how much he enjoyed the Borough's Fall Festival. Senator Nilsa Cruz-Perez also addressed those in attendance by stating she was looking forward to working with Borough officials. Olga R El, a representative from Congressman Norcross' office, also wished everyone a Happy New Year and complemented the Borough on their very successful Fall Festival.

Mayor Welsh apologized on the cancelation of the December 29, 2016 meeting. He stated the Borough did notify the paper of the cancelation but the paper neglected to delete the information from the "local meetings" section of the paper.

ROLL CALL

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

BOROUGH OFFICIALS ALSO PRESENT:

Administrator Bittner, Clerk & Tax Collector Helder, Police Chief Whinna, Public Works Manager Domico and Solicitor Scaffidi

ITEMS OF BUSINESS:

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

Presentation of Awards for 2017 Christmas Decorating Contest by Mayor Welsh

- ❖ Best Decorated Home
 - 1st Place Winner - James & Suzanne Totani, 144 Locust Avenue
 - 2nd Place Winner - Peter & Jacqueline Galantic, 512 River Drive
 - 3rd Place Winner - Gail & Earl Rudderrow, 25 Locust Avenue
- ❖ Best Decorated Business
 - 1st Place Winner - Speranza, 158 Broadway (Dave Strano)
 - 2nd Place Winner - Envy Hair Salon, 132 Broadway (Lisa Rebel)
 - 3rd Place Winner - Piskers Bakery, 323 Delsea Drive (Jerry Critch)

PUBLIC COMMENT ON AGENDA ITEMS ONLY: No comments received.

NEW BUSINESS:

❖ **RESOLUTION NO. 1-2017 ~ AUTHORIZING RESOLUTIONS OF CONSENT**

Municipal Clerk Helder read the Consent Agenda and advised that (Resolutions 2 through 36) are considered to be routine by the Borough of Westville and will be enacted by one motion and that there would be no formal discussion of these items. If discussion is desired, this item would be removed from the Consent Agenda and considered separately.

A motion to approve Resolution No. 1-2017, authorizing adoption of the Resolutions listed below, was made by Council President Ledrich and seconded by Councilwoman Moan. The motion was unanimously approved by roll call vote.

RESOLUTION NO. 2-2017	ADOPTING A TEMPORARY BUDGET
RESOLUTION NO. 3-2017	NAMING BANK DEPOSITORIES
RESOLUTION NO. 4-2017	AUTHORIZING A PETTY CASH FUND
RESOLUTION NO. 5-2017	FIXING THE RATE OF INTEREST
RESOLUTION NO. 6-2017	DESIGNATING LEGAL PUBLICATIONS
RESOLUTION NO. 7-2017	ADOPTING ROBERTS RULES OF ORDER
RESOLUTION NO. 8-2017	EXECUTING PROFESSIONAL AGREEMENTS
RESOLUTION NO. 9-2017	APPOINTMENT OF RISK MANAGEMENT CONSULTANT

Meeting Minutes - Reorganization Meeting - January 4, 2017

AGREEMENT	HARDENBERGH INSURANCE AS RISK MANAGEMENT CONSULTANT
RESOLUTION NO. 10-2017	DESIGNATING BOROUGH COUNCIL MEETING DATES
RESOLUTION NO. 11-2017	CHARGING YEAR END PENALTY ON TAXES, WATER OR SEWER THAT ARE DELINQUENT
RESOLUTION NO. 12-2017	ADOPTING A CASH MANAGEMENT PLAN
RESOLUTION NO. 13-2017	DESIGNATING MANAGERIAL INDIVIDUALS ACCESS TO EPL HOTLINE BY TELEPHONE
RESOLUTION NO. 14-2017	DESIGNATING TAX SEARCH/ASSESSMENT SEARCH OFFICER
RESOLUTION NO. 15-2017	DESIGNATING OPEN PUBLIC RECORDS REQUEST (OPRA) CUSTODIAN & DEPUTY CUSTODIAN OF RECORDS
RESOLUTION NO. 16-2017	OMIT FROM TAX SALE REAL PROPERTY EQUAL MONTHLY INSTALLMENTS
RESOLUTION NO. 17-2017	ISSUANCE OF DUPLICATE TAX SALE CERTIFICATE
RESOLUTION NO. 18-2017	AUTHORIZING A SERVICE CHARGE FOR RETURNED CHECKS
RESOLUTION NO. 19-2017	BIDDING BY MUNICIPAL OFFICERS AT TAX SALE
RESOLUTION NO. 20-2017	AUTHORIZING IN REM FORECLOSURE
RESOLUTION NO. 21-2017	AUTHORIZING PURCHASING UNDER STATE CONTRACTS
RESOLUTION NO. 22-2017	AUTHORIZING OFFICIALS TO FILE PROOF OF CLAIMS FORMS WITH THE UNITED STATES BANKRUPTCY COURT
RESOLUTION NO. 23-2017	AUTHORIZING A TAX SALE PURSUANT TO N.J.S.A. 54:5-19
RESOLUTION NO. 24-2017	AUTHORIZING A \$25.00 FEE FOR ISSUANCE OF TAX SALE CERTIFICATES OF REDEMPTION

RESOLUTION NO. 25-2017	APPOINTING A FUND COMMISSIONER AND ALTERNATE FUND COMMISSIONER FOR THE TRICO JIF
RESOLUTION NO. 26-2017	APPOINTING OF BOROUGH OFFICIALS
RESOLUTION NO. 27-2017	APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER-AFFIRMATIVE ACTION
RESOLUTION NO. 28-2017	AUTHORIZING AGREEMENT WITH "VIRTUA AT WORK"
RESOLUTION NO. 29-2017	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. 30-2017	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. 31-2017	AUTHORIZING DISALLOWANCES FOR SENIOR CITIZENS/WIDOWS/DISABILITY PROPERTY TAX DEDUCTIONS
RESOLUTION NO. 32-2017	AUTHORIZING END OF YEAR CREDITS FOR SENIOR CITIZENS/WIDOWS/DISABILITY AND VETERAN EXEMPTIONS
RESOLUTION NO. 33-2017	SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND RENEWAL AND AGREEMENT
RESOLUTION NO. 34-2017	APPOINTING AN EMERGENCY MANAGEMENT COORDINATOR
RESOLUTION NO. 35-2017	CIVIL RIGHTS POLICY
RESOLUTION NO. 36-2017	APPOINTING PUBLIC WORKS MANAGER DONNA M. DOMICO RECYCLING COORDINATOR

A motion to approve Resolution Nos. 2-36, 2017, was made by Councilman Murtaugh and seconded by Councilman Sims. *The motion was unanimously approved by roll call vote.*

Mayor Welsh advised meeting attendees that in Resolution No. 8-2017, Executing Professional Agreements, (above) all professionals were reappointed, with the exception of the Municipal Prosecutor.

Mayor Welsh thanked meeting attendee, Mike Hillman for agreeing to become a member of the Land Use Board, as Alternate #1.

PUBLIC PORTION OF THE MEETING: No comments received.

COMMENTS FROM GOVERNING BODY AND DEPARTMENT HEADS:

- ❖ Administrator Bittner wished everyone a Happy New Year.
- ❖ Councilwoman Moan wished everyone a Happy New Year and thanked them for the vote of confidence in re-electing her to Council for another three years.
- ❖ Councilman Nordaby congratulated Council Members Mailley and Moan on their re-election and wished everyone a Happy New Year.
- ❖ Council President Ledrich congratulated Council Members Moan and Mailley on their re-election and wished a Happy and Healthy New Year to everyone.
- ❖ Clerk Helder wished everyone a Happy New Year.
- ❖ Solicitor Shannon Cornelius, who sat in for Solicitor Timothy Scaffidi, wished everyone a Happy New Year.
- ❖ Councilman Sims wished everyone a Happy New Year, congratulated Council Members Moan and Mailley on their re-election and stated he looked forward to working with everyone in the New Year.
- ❖ Councilman Murtaugh wished everyone a Happy New Year and congratulated Council Members Moan and Mailley on their re-election and thanked Deputy Freeholder Director Chila for Administering the Oaths.
- ❖ Councilman Mailley wished everyone a Happy New Year.
- ❖ Public Works Manager Domico commented the town really looked nice this year with all the decorations.
- ❖ Mayor Welsh thanked residents for decorating their homes for Christmas and stated the Town looked very nice during the Holiday season.

MAYOR'S MESSAGE:

Mayor Welsh commented 2017 will be a difficult time for members of Council who are going to have to make a lot of hard decisions over the course of the next 12 months. The Mayor advised in 2016, the Borough had an 8.4 million dollar acquisition slip away when the sale of the Water system was defeated. Mayor Welsh confirmed the sale of the water would have provided the Borough with approximately six (6) million dollars in profit and would have helped the town and residents for many many years to come, including a nine (9) year freeze on the local purpose tax and at least a six (6) year freeze on the water rates. Mayor Welsh advised it is now the responsibility of the Governing Body to find a way to repair the deplorable water infrastructure and an aging sewer system and to make the needed repairs without raising the water and sewer rates. Mayor Welsh advised Council does not want to take away any services that are currently offered to residents. He advised the Borough must continue to maintain all buildings and grounds, support both financially and with resources, whether it be Public Works or Police, some of the sports associations and different associations located in the Borough and continue to offer the free events (e.g. Fall Festival, Tree Lighting and Memorial Day Services) - all this while attempting to keep a minimal impact on the Local Purpose Tax. Mayor Welsh stated there will be a Tax rate increase in 2017 and he expects discussions to take place about rate increases as it relates to water and sewer and the much needed repairs on the infrastructure. He advised that in 2017, Council will be forced to look at issues, e.g. reducing headcount in various departments where they can, looking at early buy-outs for long-term and eligible employees and they will also look at outsourcing different Borough services. Mayor Welsh confirmed the Borough is limited as to the businesses they can bring into town to create more ratables. Mayor Welsh advised residents Council will do their best to minimize the impact of any changes.

The Benediction was given by Pastor Tyrone Reeves, Straight-Line Church.

- ❖ Clerk Helder read RESOLUTION NO. 37-2017 ~ AUTHORIZING AN EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS WITHIN THE BOROUGH OF WESTVILLE

A motion to approve Resolution No. 37-2017 was made by Council President Ledrich and seconded by Councilman Sims. *The motion was unanimously approved by roll call vote.*

Time In: 7:34 p.m. Time Out: 7:48 p.m.

Councilman Murtaugh asked Clerk Helder to include the Court Bail Reform presentation by Chief Whinna on the agenda for the next meeting.

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

The meeting adjourned at 7:50 p.m.

Respectively Submitted,

Christine A. Helder
CMC/Municipal Clerk

Next Scheduled Council Meeting will be Monday, January 9, 2017