

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

July 10, 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 Borough 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, Bruce Nordaby and Fritz H. Sims, Jr., Municipal Clerk/Tax Collector Christine Helder, Administrator Ryan J. Giles, Public Works Manager Donna Domico, Engineer Jon Bryson, Chief William Whinna and Solicitor Timothy Scaffidi. (Councilwoman Moan arrived late)

Absent: Mayor Russell W. Welsh, Jr.

A motion to approve the meeting minutes of June 12, 2017 was made by Councilman Murtaugh and seconded by Councilman Sims. *Motion was unanimously approved by voice vote.*

Council President Ledrich read Proclamations Honoring the Little League Minor Division Boys "Team Pellegrino" and the Girls Minor League "Public Works" team along with Certificates for the Coaches and Team Members.

In honor of Clerk Helder's upcoming retirement, Administrator Giles read a proclamation from Dina Zawadski, Deptford's Municipal Clerk and President of the Municipal Clerks' Association of New Jersey (MCANJ) and Deptford's Mayor Paul Medany. Additionally Tanya Goodwin, Swedesboro's Municipal Clerk, read a proclamation honoring Clerk Helder on her retirement.

PUBLIC COMMENT ON AGENDA ITEMS ONLY: No Comments Received

REPORTS OF THE COMMITTEES FOR JUNE:

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

OLD BUSINESS:

❖ *Public Hearing:*

BOND ORDINANCE NO. 6-2017 ~ AUTHORIZING THE RECONSTRUCTION OF YALE DRIVE IN AND FOR THE BOROUGH OF WESTVILLE, COUNTY OF GLOUCESTER, NEW JERSEY; APPROPRIATING THE SUM OF \$235,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF WESTVILLE, COUNTY OF GLOUCESTER, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$40,850 MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

OLD BUSINESS: (Continued)

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

A motion to approve Ordinance No. 6-2017 was made by Councilman Murtaugh and seconded by Councilman Sims. *The motion was unanimously approved by roll call vote.*

❖ **Public Hearing:**

ORDINANCE NO. 7 ~ AMENDING CHAPTER 56 OF THE CODE OF THE BOROUGH OF WESTVILLE (Police Department)

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

A motion to approve Ordinance No. 7-2017 was made by Councilman Nordaby and seconded by Councilman Murtaugh. *The motion was unanimously approved by roll call vote.*

TABLED FROM THE JUNE 12, 2017 MEETING:

- ❖ **REQUEST** from Les Whinna, President of Rolling Badges, for permission to create a pathway from the back yard of 929 Edgewater Avenue to Big Timber Creek. Engineer Bryson advised he reviewed the request submitted by the Rolling Badges to create a path along Deadline Drive and felt there would be no problems with this project. Engineer Bryson stated he would be happy to answer any Wet Lands questions from the Rolling Badges during the clean-up project. Councilman Murtaugh provided information regarding previous use of the property. A motion to permit the Rolling Badges to clear brush along Deadline Drive, as described by Engineer Bryson, was made by Councilman Murtaugh and seconded by Councilman Nordaby. *Motion unanimously approved by voice vote.*

- ❖ **UPDATE** from the Building and Grounds Committee on the dedication of the Municipal Building/Council Chambers in honor of former Mayor, Council Member and Borough Employee, William C. Packer, III. Councilman Murtaugh advised the committee met and discussed signage (William C. Packer, III Municipal Complex) and naming Council Chambers the "William C. Packer, III Council Chambers". Councilman Murtaugh mentioned the possibility of holding the dedication ceremony during the Fall Festival. Discussion took place regarding the logistics to make the changes and additions.

Agenda ~ July 10, 2017

A motion to permit Administrator Giles to talk with the sign company and to authorize any and all paperwork for this project was made by Councilman Murtaugh and seconded by Councilman Nordaby. *Motion unanimously approved by voice vote.*

NEW BUSINESS:

Introduction of:

- ❖ **ORDINANCE NO. 8-2017 ~ AMENDING CHAPTER 175, SECTION 31, FIRE PREVENTION OF THE CODE OF THE BOROUGH OF WESTVILLE § 175-31 Required inspections and fee**

A motion to Introduce Ordinance No. 8-2017 was made by Councilman Nordaby and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote with Councilmen Sims and Murtaugh abstaining.*

- ❖ *Introduction of:*
ORDINANCE NO. 9-2017 ~ AMENDING CHAPTER 350. ARTICLE 1. FIVE-YEAR HOME IMPROVEMENT EXEMPTION (Title Only)

A motion to Introduce Ordinance No. 9-2017 was made by Councilman Murtaugh and seconded by Councilman Sims. *Motion unanimously approved by roll call 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.

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

RESOLUTION NO. 103-2017 - Authorizing the Tax Collector to issue a refund in the amount of \$895.77 to Wells Fargo Home Mortgage for a payment made in error for Special Charges on Block 94, Lot 20, property assessed to Robin Tunncliffe, 1104 State Road (*Charges were in an arrears account protected under Bankruptcy and should not have been paid.*)

RESOLUTION NO. 104-2017 - Requesting approval of Items of Revenue and Appropriation N.J.S.A. 40A:4-87 in the amount of \$9,003.10 from the New Jersey Department of Environmental Protection for the Clean Communities Program

RESOLUTION NO. 105-2017 - Requesting approval of Items of Revenue and Appropriation N.J.S.A. 40A:4-87 in the amount of \$500.00 from the Gloucester County Improvement Authority

RESOLUTION NO. 106-2017 - Appointing Patrick Richardson as a Part-Time Clean Communities Summer Employee in the Public Works Department

RESOLUTION NO. 107-2017 - Approving Renewal of Plenary Retail Consumption License for 2017-2018 for Babalouie Enterprises, Inc. (Tower Tavern)

RESOLUTION NO. 108-2017 - Refunding Robert King, a Totally Disabled Veteran \$326.26 for the Homestead Tax Rebate received for Block 92, Lot 8 at Harvard Avenue

CONSENT AGENDA (Continued)

RESOLUTION NO. 109-2017 - Authorizing the Water/Sewer clerk to credit water account No. 1872, for 1121 Broadway & Gilbert Avenue, Deptford Township, in the amount of \$195

RESOLUTION NO. 110-2017 - Authorizing the Placement of Property Maintenance Liens (*list attached to the agenda*)

RESOLUTION NO. 111-2017 - Extending the Due Date for Tax Bills for the 3rd Quarter, 2017

A motion to approve Resolution Numbers 103 through 111, 2017 was made by Councilwoman Moan and seconded by Councilman Murtaugh. *The motion was unanimously approved by roll call vote.*

-----**End of Consent Agenda**-----

Clerk Helder reported the proceeds from the Public Auction held on Wednesday, June 28, 2017 was \$695 and included the sale of the following items:

2005 Ford Crown Victoria
Mileage - not readable
VIN#2FAFP71W55X11292
Minimum Bid: \$100.00 SOLD to Jersey One Auto Sales for \$100.00

2011 Ford Crown Victoria
Mileage - not readable
VIN#2FABP7BV5BX107982
Minimum Bid: \$500.00 SOLD to Jersey One Auto Sales for \$500.00

Other items sold: Air compressor (\$50.); Skill Saw 7" Super Duty Metal Cutting Bank Saw (\$25); Planter (\$20.)

MONEY COLLECTED BY CLERK FOR THE MONTH OF JUNE

Police	\$159.28
Rent	\$1225.00
Death Certificates	\$590.00
Marriage Licenses	\$48.00
Certified Copies-Marriage Licenses	\$50.00
Liquor License	\$12,408.00
Street Opening	\$20.00
TOTAL	\$14,500.28

BILLS & VOUCHERS:

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

A motion to dispense with reading of the bills was made by Councilman Mailley and seconded by Councilman Nordaby. *Motion unanimously approved by voice vote.*

A motion to pay all bills and vouchers that were in order, was made by Councilman Sims and seconded by Councilwoman Moan. *Motion unanimously approved by roll call vote.*

COMMUNICATIONS:

- ❖ Letter from Antea Group regarding 114 Crown Point Road
- ❖ GCUA Service Report
- ❖ Thank you letter from Principal Egan – Parkview School

PUBLIC PORTION:

- ❖ Joyce Lovell, 328 Summit Avenue, talked about passing an Ordinance to address people riding on hover boards. (Councilman Murtaugh advised he saw the same people and they were on a Segway.)
- ❖ William Bittner, 317 Summit Avenue thanked Clerk Helder for her years of service and especially for all the help she gave him during his tenure as Police Chief and Borough Administrator.

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:

- ❖ Councilwoman Moan thanked Clerk Helder for her years of service.
- ❖ Councilman Nordaby thanked Clerk Helder for her years of service and wished her the best. Councilman Nordaby also offered his congratulations to the boys and girls baseball and softball teams.
- ❖ Solicitor Scaffidi commented Tina is an excellent clerk and wished her well on her retirement.
- ❖ Councilman Sims wished Clerk Helder well on her retirement. Councilman Sims also thanked the Celebration Committee on a job well done organizing the Fireworks show and congratulated the boys and girls baseball and softball teams on their championship.
- ❖ Councilman Murtaugh thanked Clerk Helder for her years of service and for doing the Emergency Management book while working as the Police Chief's secretary. Councilman Murtaugh advised the Borough is currently not using the Police K9 vehicle so plans were in place to strip the vehicle of the K9 gear and to make that gear available for auction or inter-local agreement. Councilman Murtaugh also stated the vehicle will be cleaned and made available to the Borough's Emergency Management Coordinator. Additionally, Councilman Murtaugh clarified the revision of Ordinance 8, Amending the Fire Code, was required by the State because the Fire District's fees were too low. Councilman Murtaugh also asked Public Works Manager Domico about cleaning the pond area and talked about obtaining a grant to make improvements to the River Drive area.
- ❖ Councilman Mailley thanked Clerk Helder for her help when he was newly elected.
- ❖ Engineer Bryson provided an update on the Water Main project
- ❖ Public Works Manager Domico wished Clerk Helder well on her retirement and addressed the Conrail project that is scheduled to start the week of July 17, 2017.

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS: (Continued)

- ❖ Administrator Giles wished Clerk Helder well on her retirement. Administrator Giles advised the new server for the Police Department was scheduled to be installed on Wednesday, July 12, 2017 and at the same time, the server for the Administration Department that crashed, will be back online and the Keri Door System will also be added to the service by Campbell Lock and Safe. Administrator Giles also asked for permission to start the renovations of the Conference Room so that the Housing & Construction offices can be built at a cost of \$1,615.

A motion to permit Administrator Giles to proceed with authorized changes to the Conference Room was made by Councilman Mailley and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote with Councilman Murtaugh abstaining from the vote.*

- ❖ Council President Ledrich asked for a motion to allow Councilman Murtaugh and Public Works Manager Domico to move forward with his idea for improvements to the edge of River Drive with Engineer Bryson and to look into the possibility of obtaining a grant for the improvements.

A motion to allow Councilman Murtaugh and Public Works Manager Domico to pursue making improvements at the end of River Drive with Engineer Bryson was made by Councilman Nordaby and seconded by Councilwoman Moan. *Motion unanimously approved by voice vote.*

- ❖ Council President Ledrich congratulated the members of the Little League on their accomplishments this year and wished Clerk Helder good luck on her retirement and thanked her for all her help.

- ❖ **RESOLUTION NO. 112-2017 ~ AUTHORIZING AN EXECUTIVE SESSION FOR DISCUSSION OF PERSONNEL MATTERS WAS READ BY SOLICITOR SCAFFIDI.**

A motion to approve Resolution No. 112-2017 was made by Councilwoman Moan and seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.*

Time In: 7:48 p.m. Time Out: 8:11 p.m.

- ❖ A motion to purchase a “wired” microphone was made by Councilman Murtaugh and seconded by Councilman Nordaby. *Motion unanimously approved by roll call vote.*

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS: (Continued)

- ❖ A motion to allow Chief Whinna to “loan out” his officers to the Prosecutor’s office (officers will be loaned out as requested and depending upon their availability) was made by Councilman Murtaugh and seconded by Councilman Sims. *Motion unanimously approved by voice vote*

Agenda ~ July 10, 2017

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 8:13 p.m.

Respectively Submitted,

*Christine A. Helder
CMC/Municipal Clerk*

NOTE: Christine Helder retired before the July 10, 2017 minutes could be approved at the August 14, 2017 council meeting. Minutes signed by Deputy Municipal Clerk.

Respectively Submitted,

*Kathleen Carroll
Deputy Municipal Clerk*

Next Council meeting scheduled for August 14, 2017 @ 7:00 p.m.

Agenda ~ July 10, 2017

<u>Block/Lot</u>	<u>Owner of Record</u>	<u>Address</u>	<u>Amount</u>
22/19	Jennifer Bruggman	325 Woodbine Avenue	\$140.75
22/22	Russell & Ana Hall	337 Woodbine Avenue	\$160.75
37/11	Thomas Remeinter	332 W. Olive Street	\$180.75
45/1	Frances Silenzio	714 Gateway Boulevard	\$152.28
48/6	Lamont Russell	20-22 Pine Street	\$172.89
48/16	Rosemarie & Nicholas Simila	224-226 Broadway	\$152.89
53/5.01	Artur & Kateryna Skopenko	401 Broadway	\$147.38
57/22	Thomas & Lisa Egbert	201 Delsea Drive	\$152.28
67/4	Angela Heiser	116 Hunter Avenue	\$147.38
68/8	Edward Camache	101 Stanley Avenue	\$172.89
70/2	Theron & Jacqueline Turner	500 Almonesson Road	\$152.28
73/7	Mantua Urban Renewal	13 E. Olive Street	\$160.75
76/10	SMB Investments	29 Cedar Avenue	\$180.75
79/11	Amy Zellman & Patrick Binck	152 Cedar Avenue	\$147.38
82/3.01	David & Jeanne Seaforce	36 E. Olive Street	\$152.28
86/15	Maria Burlacu	23 Avon Avenue	\$180.75