

# **Borough of Westville**

165 Broadway

## **Reorganization Meeting**

Friday, January 5, 2018, 5:00 p.m.

*Meeting Minutes*

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The meeting was called to order by Mayor Welsh at 5:00 p.m. followed by the Salute and Pledge of Allegiance to the Flag.

The Deputy 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 Steven Philipp, Westville United Methodist Church

Senate President Stephen M. Sweeney administered the Oath of Office to Councilmen Charles D. Murtaugh and Fritz H. Sims, Jr.

Senate President Sweeney wished Mayor and Council a successful New Year and acknowledged the improvements to the downtown areas and recognized how hard Mayor and Council have worked to move the town forward.

Assemblywoman Nilsa Cruz Perez congratulated the newly re-elected officials and wished them luck in 2018.

Former Borough Prosecutor and Current County Prosecutor Charles Fiore thanked Mayor and Council for providing him the opportunity to work in the Borough of Westville.

### **ROLL CALL**

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.

### **BOROUGH OFFICIALS AND PROFESSIONALS PRESENT**

Administrator Ryan Giles, Deputy Clerk Kathleen Carroll, Police Chief William Whinna, Public Works Manager Donna Domico, Solicitor Timothy Scaffidi and Engineer Jon Bryson

### **ITEMS OF BUSINESS:**

- ❖ Councilman Sims 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***

1<sup>st</sup> Place Winner - Kenneth & Barbara Neuffer (428 Broadway)

2<sup>nd</sup> Place Winner - David Adamson & William Mignucci (300 Summit Avenue)

3<sup>rd</sup> Place Winner - Nina DiPonziano (153 E. Olive Street)

#### ❖ ***Best Decorated Business***

1<sup>st</sup> Place Winner - Piskers Bakery, Gerry Critch (323 Delsea Drive)

2<sup>nd</sup> Place Winner - Speranza Ristorante, Dave Strano (158 Broadway)

3<sup>rd</sup> Place Winner - Piston Diner, D. Akturk (821 Crown Point Road)

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

**NEW BUSINESS**

*Introduction of:*

- ❖ **ORDINANCE NO. 1-2018 – Salary and Wage Ordinance of the Borough of Westville for 2018.** (Council President Ledrich advised the Personnel Committee will meet with Administrator Giles to discuss the Salary Ordinance.)  
A motion to Introduce Ordinance No. 1-2018 was made by Council President Ledrich and seconded by Councilwoman Moan. *The motion was unanimously approved by roll call vote with Councilman Murtaugh abstaining.*
  
- ❖ **RESOLUTION NO. 1-2018 – Authorizing Resolutions of Consent**  
A motion to approve Resolution No. 1-2018 was made by Council President Ledrich and seconded by Councilman Mailley. *The motion was unanimously approved by voice vote.*
  
- ❖ Mayor Welsh asked Council’s approval to remove Resolution No. 10-2018, “Designating Council Meeting Dates” from the Consent Agenda to discuss separately. The motion to remove Resolution No. 10-2018 from the Consent Agenda was approved by Councilman Murtaugh and seconded by Councilwoman Moan. *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.

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

RESOLUTION NO. 2-2018	ADOPTING A TEMPORARY BUDGET
RESOLUTION NO. 3-2018	NAMING BANK DEPOSITORY
RESOLUTION NO. 4-2018	AUTHORIZING A PETTY CASH FUND
RESOLUTION NO. 5-2018	FIXING THE RATE OF INTEREST
RESOLUTION NO. 6-2018	DESIGNATING LEGAL PUBLICATIONS
RESOLUTION NO. 7-2018	ADOPTING ROBERTS RULES OF ORDER
RESOLUTION NO. 8-2018	EXECUTING PROFESSIONAL AGREEMENTS
RESOLUTION NO. 9-2018	APPOINTMENT OF A RISK MANAGEMENT CONSULTANT
AGREEMENT	HARDENBERGH INSURANCE AS RISK MANAGEMENT CONSULTANT

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RESOLUTION NO. 11-2018	CHARGING YEAR END PENALTY ON TAXES, WATER OR SEWER THAT ARE DELINQUENT
RESOLUTION NO. 12-2018	ADOPTING A CASH MANAGEMENT PLAN
RESOLUTION NO. 13-2018	DESIGNATING INDIVIDUALS ACCESS TO EPL HOTLINE BY TELEPHONE
RESOLUTION NO. 14-2018	DESIGNATING TAX SEARCH/ASSESSMENT SEARCH OFFICER
RESOLUTION NO. 15-2018	DESIGNATING OPEN PUBLIC RECORDS REQUEST (OPRA) CUSTODIAN & DEPUTY CUSTODIAN OF RECORDS
RESOLUTION NO. 16-2018	OMIT FROM TAX SALE REAL PROPERTY EQUAL MONTHLY INSTALLMENTS
RESOLUTION NO. 17-2018	ISSUANCE OF DUPLICATE TAX SALE CERTIFICATE
RESOLUTION NO. 18-2018	AUTHORIZING A SERVICE CHARGE FOR RETURNED CHECKS
RESOLUTION NO. 19-2018	BIDDING BY MUNICIPAL OFFICERS AT TAX SALE
RESOLUTION NO. 20-2018	AUTHORIZING IN REM FORECLOSURE
RESOLUTION NO. 21-2018	AUTHORIZING PURCHASING UNDER STATE CONTRACTS
RESOLUTION NO. 22-2018	AUTHORIZING OFFICIALS TO FILE PROOF OF CLAIMS FORMS WITH THE UNITED STATES BANKRUPTCY COURT
RESOLUTION NO. 23-2018	AUTHORIZING A TAX SALE PURSUANT TO N.J.S.A. 54:5-19
RESOLUTION NO. 24-2018	AUTHORIZING A \$25.00 FEE FOR ISSUANCE OF TAX SALE CERTIFICATES OF REDEMPTION
RESOLUTION NO. 25-2018	APPOINTING A FUND COMMISSIONER AND ALTERNATE FUND COMMISSIONER FOR THE TRICO JIF
RESOLUTION NO. 26-2018	APPOINTMENT OF BOROUGH OFFICIALS

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RESOLUTION NO. 27-2018	APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER-AFFIRMATIVE ACTION
RESOLUTION NO. 28-2018	AUTHORIZING AGREEMENT WITH "VIRTUA AT WORK"
RESOLUTION NO. 29-2018	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. 31-2018	AUTHORIZING DISALLOWANCES FOR SENIOR CITIZENS/WIDOWS/DISABILITY PROPERTY TAX DEDUCTIONS
RESOLUTION NO. 32-2018	AUTHORIZING END OF YEAR CREDITS FOR SENIOR CITIZENS/WIDOWS/DISABILITY AND VETERAN EXEMPTIONS
RESOLUTION NO. 33-2018	CIVIL RIGHTS POLICY
RESOLUTION NO. 34-2018	SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF BROOKLAWN AND THE BOROUGH OF WESTVILLE FOR THE BOROUGH ADMINISTRATOR AND MUNICIPAL CLERK POSITIONS
RESOLUTION NO. 35-2018	SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF BROOKLAWN AND THE BOROUGH OF WESTVILLE FOR AN ELECTRICAL INSPECTOR

A motion to approve Resolution Nos. 2-9 and 11-35, 2018 was made by Councilwoman Moan and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

**END CONSENT AGENDA**

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- ❖ **RESOLUTION NO. 10-2018 - Designating Borough Council Meeting Dates.** Mayor Welsh respectively asked Council to consider changing the Council meeting day from the second Monday of the month to the second Wednesday of the month and asked Deputy Clerk Carroll to communicate the changes to the paper.  
A motion to approve Resolution No. 10-2018 was made by Councilwoman Moan and seconded by Councilman Mailley. *The motion was unanimously approved by voice vote.*

- ❖ **RESOLUTION NO. 36-2018 - Approving the application for Tax Abatement submitted by Comtower Holdings, LLC and authorizing the Borough of Westville to enter into a written Tax Abatement Agreement with the applicant for the Abatement of Local Real Estate Property Taxes on 32 Edgewater Avenue (Block 31, Lot 25)** (Solicitor Scaffidi advised this is for a conversion of a lower floor of a commercial building to a residential unit that was approved by the Land Use Board.)  
A motion to approve Resolution No. 36-2018 was made by Council President Ledrich and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

Solicitor Scaffidi advised the following Ordinance was being added to the Agenda in Title Only

- ❖ **ORDINANCE NO. 2-2018 - Amending Chapter 205 of the Code of the Borough of Westville Establishing Regulations for Small Wind Energy Systems and Solar Energy Systems** (Ordinance will be forwarded to Land Use Board for review.)  
A motion to Introduce Ordinance No. 2-2018 was made by Councilman Murtaugh and seconded by Councilman Sims. *The motion was unanimously approved by roll call vote.*

**PUBLIC COMMENT:** No Comments from the Audience

**COMMENTS FROM THE GOVERNING BODY AND DEPARTMENT HEADS:**

- ❖ Councilwoman Moan welcomed back Councilmen Murtaugh and Sims and stated she was looking forward to working with them and the residents of Westville.
- ❖ Councilman Nordaby congratulated Councilmen Murtaugh and Sims on their reelection and wished everyone a Healthy and Happy New Year.
- ❖ Council President Ledrich congratulated Councilmen Murtaugh and Sims and wished everyone a happy holiday.
- ❖ Deputy Clerk Carroll congratulated Councilmen Murtaugh and Sims on their reelection and wished everyone a Healthy and Happy New Year.
- ❖ Solicitor Scaffidi thanked council for his appointment.

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- ❖ Councilman Sims thanked the residents for reelecting him and his family for their support. Councilman Sims also acknowledged Public Works for their good works.
- ❖ Councilman Murtaugh wished everyone a Happy New Year and thanked his family and residents for supporting him.
- ❖ Councilman Mailley wished everyone a Happy New Year and congratulated Councilmen Murtaugh and Sims on their reelection.
- ❖ Public Works Manager Domico congratulated Councilmen Murtaugh and Sims on their reelection.
- ❖ Police Chief Whinna congratulated Councilmen Murtaugh and Sims on their reelection.
- ❖ Administrator Giles congratulated Councilmen Murtaugh and Sims on their reelection and thanked Mayor and Council for the opportunity given to him this year and acknowledged the efforts of the employees.
- ❖ Mayor Welsh congratulated the professionals that were reappointed for 2018 and welcomed Gary Lomanno to his new appointment as Borough Prosecutor. Mayor Welsh provided a recap of 2017 activities by reminding meeting participants that even though residents voted down the sale of the water, Borough officials were still committed to the infrastructure and in December, began replacing some of the old water mains. Mayor Welsh also thanked Borough employees in the Police, Administration and Public Works Departments. Mayor Welsh also commended Administrator Giles on a job well done. Mayor Welsh provided an update on Borough projects including the Senior project on Broadway, the potential sale of the old Mars Graphics property, and Phase 2 of the water project that will be started in 2018 which will include replacing an old generator. Mayor Welsh advised Administrator Giles will be pursuing Economic Development Grants and confirmed the Borough's continued focus on safety improvements throughout the town that will include new stop signs, traffic radar signs, body cameras for the police and as a result of a 2017 traffic study, speed bumps may be installed in certain areas. Mayor Welsh also stated the Borough will continue to support the year-long events residents have grown accustomed to having. In closing, Mayor Welsh thanked Borough employees and council for all their work and accomplishments while operating the town on a small municipal budget of approximately 5.8 million dollars. Mayor Welsh commented he hoped Borough residents appreciated the time and effort that goes into running the Town. Mayor Welsh reminded meeting attendees that Council volunteers their time and that they are also taxpayers and if residents have any suggestions to please seek out any member of council to share their thoughts or ideas.

The Benediction was given Pastor Steven Philipp, Westville United Methodist Church.

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

*The meeting adjourned at 5:40 p.m.*

*Respectively Submitted,*

**Kathleen Carroll**  
Deputy Municipal Clerk

*Next Scheduled Council Meeting will be Wednesday, February 14, 2018*