

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

April 11, 2018 ~ 7:00 p.m.

Meeting Minutes

Mayor Welsh 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:

Mayor Russell W. Welsh, Jr., Council President Michael O. Ledrich, Council Members: Donna Moan, Charles D. Murtaugh, and Fritz H. Sims, Jr., Deputy Clerk Kathleen Carroll, Administrator Ryan J. Giles, Public Works Manager Donna Domico, Engineer Jon Bryson, Police Chief William Whinna and Solicitor Timothy Scaffidi.

Absent: Council Members Mailley and Nordaby

A motion to approve the Regular meeting minutes of March 14, 2018 was made by Councilwoman Moan and seconded by Councilman Murtaugh. *Motion was unanimously approved by voice vote.*

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

- ❖ Joyce Lovell, 328 Summit Avenue, asked why the Borough was paying money to the City of Wildwood and Chief Whinna advised it was reimbursement for Police training they paid for Officer Herrmann who was hired by the Borough.

COMMITTEE REPORTS FOR MARCH 2018:

A motion to approve the reports, as submitted, was made by Councilman Murtaugh and seconded by Council President Ledrich. *The motion was unanimously approved by voice vote.*

OLD BUSINESS:

Public Hearing

(2nd Reading - Introduced March 14, 2018)

- ❖ **ORDINANCE No. 6-2018** - Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A.40A:4-45.14)

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

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

A motion to adopt Ordinance No. 6-2018 was made by Council President Ledrich and seconded by Councilwoman Moan. *The motion was unanimously approved by roll call vote.*

NEW BUSINESS

❖ **RESOLUTION No. 51-2018** - Allowing Budget to be read in Title Only

A motion to approve Resolution No. 51-2018 was made by Councilman Murtaugh and seconded by Council President Ledrich. *The motion was unanimously approve by roll call vote.*

Public Hearing On:

❖ **2018 MUNICIPAL BUDGET**

Administrator Giles advised the budget did not contain any local purpose tax increases.

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

Mayor Welsh acknowledged there were no comments from the Public so a motion to close the meeting to the public was made by Councilwoman Moan and seconded by Councilman Murtaugh. *The motion was unanimously approved by voice vote.*

❖ **2018 MUNICIPAL BUDGET**

A motion to ADOPT the 2018 Municipal Budget was made by Council President Ledrich and seconded by Councilman Murtaugh. *The motion was unanimously approved by roll call vote.*

The Deputy Clerk advised Administrator Giles was Introducing an Ordinance that was not on the Agenda.

Introduction of:

❖ **ORDINANCE No. 7-2018** - An Ordinance Amending Ordinance No. 9-2017 of the Borough of Westville amending Chapter 350, Taxation, Article I, Five-Year Home Improvement Exception (Title Only)

Administrator Giles stated this Ordinance will add two sub-sections to the already existing Ordinance No. 7-2018, in Chapter 350 to allow for improvements for existing Commercial and Industrial structures and confirmed the Borough has no current abatements for Commercial or Industrial structures to renovate these properties. Mayor Welsh added that the Downtown Redevelopment Committee scheduled a meeting with Freeholder Simmons and that Councilman Nordaby wanted to have this Ordinance available to discuss with Freeholder Simmons. Mayor Welsh thanked Administrator Giles for bringing this issue back to the Governing Body.

Administrator Giles confirmed the Borough would not be losing tax dollars but rather deferring the monies to a later date.

A motion to Introduce Ordinance No. 7-2018, in Title Only, was made by Council President Ledrich and seconded by Councilwoman Moan. *The motion was unanimously approve 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. 52-2018 – Authorizing a Shared Services Agreement between the Borough of Westville and the Borough of Paulsboro to permit the Borough of Westville to provide Water testing services for the Borough of Paulsboro pursuant to N.J.S.A. 40A:65-1A

RESOLUTION No. 53-2018 – Authorizing a Shared Services Agreement between the Borough of Westville and the Borough of Pitman to permit the Borough of Westville to provide Water testing services for the Borough of Pitman pursuant to N.J.S.A. 40A:65-1A

RESOLUTION No. 54-2018 – Authorizing the Mayor or Borough Administrator to sign the Utility Engineering and Construction Agreement for the Water and Sewer Facilities with the New Jersey Department of Transportation for the Route 130 and Route 47 bridges over Big Timber Creek Project

RESOLUTION No. 55-2018 – Authorizing a Property Tax Exemption for Totally Disabled Veteran, Jack Shiverdaker (135 Twedell, Block 65, Lot 15) crediting the 1st and 2nd quarters of 2018 taxes in the amount of \$3084.79

RESOLUTION No. 56-2018 – Authorizing the Water Clerk to issue a refund in the amount of \$300 to Miranda Palermo, 17 Harvard Avenue for inadvertently paying a sump pump surcharge fee.

A motion to approve Resolution Numbers 52-56, 2018 was made by Councilman Sims and seconded by Councilman Murtaugh. *The motion was unanimously approve by roll call vote.*

END CONSENT AGENDA

❖ **APPLICATION FOR 2018 AMUSEMENT LICENSE**

- ❖ Tower Tavern (32 River Drive)

Mayor Welsh confirmed the license was being renewed for the new owner and was advised by Chief Whinna that the request was in order.

Motion to approve the application for Tower Tavern was made by Councilwoman Moan and seconded by Councilman Murtaugh. *The motion was unanimously approved by voice vote.*

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- ❖ **REQUEST** from Frank Capano to connect his existing sump pump discharge into the Sanitary Sewer connection.

Public Works Manager Domico advised the sump pump currently discharges into the parking lot which causes icing so it makes sense to avoid a hazard to permit Mr. Capano to connect his sump pump into the Sanitary Sewer connection.

Motion to approve Mr. Capano's request was made by Council President Ledrich and seconded by Councilman Sims. *The motion was unanimously approved by voice vote.*

- ❖ **REQUEST** from Rolling Badges to permit Lt. Packer to participate in the "Blessing of the Bikes" event scheduled for April 21, 2018 (rain date April 22)

Motion to approve the request was made by Council President Ledrich and seconded by Councilwoman Moan. *The motion was unanimously approved by voice vote.*

- ❖ **REQUEST** from Chris Guida to use the Baseball Field at Park Avenue for the New Jersey Independent Baseball League on Sunday's from 9:00 a.m. to 3:00 p.m. beginning April 8 through November 28, 2018 (*all forms, including hold harmless and insurance have been submitted*)

Motion to approve the request was made by Councilman Murtaugh and seconded by Council President Ledrich. *The motion was unanimously approved by voice vote.*

- ❖ **REQUEST** from the Gloucester County Women's Slowpitch softball league to use the Klinger Avenue field on Tuesdays and Thursdays from 6 p.m. to 9 p.m. beginning April 18 through June 2018 (*all forms, including hold harmless and insurance have been submitted*)

Motion to approve the request was made by Council President Ledrich and seconded by Councilwoman Moan. *The motion was unanimously approved by voice vote.*

- ❖ **LETTER OF RESIGNATION** from Jonathan Lawrence of the Public Works Department. The resignation is effective April 6, 2018.

Motion to accept the letter of resignation was made by Councilman Murtaugh and seconded by Council President Ledrich. *The motion was unanimously approved by voice vote.*

-----**CONCLUSION OF NEW BUSINESS**-----

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Mayor Welsh advised there were two large bundles of paperwork in the Conference Room that were delivered by the State specific to the Delsea Drive project (Brooklawn Circle to Glassboro). Mayor Welsh commented that Engineer Bryson advised the Borough might want to consider completing any Water projects on Delsea Drive so that the State can absorb paving expenses. General discussion took place regarding the project and scheduling completion of Westville projects so that the State can pay for the paving. Additionally, Public Works Manager Domico advised Mayor Welsh she will send a letter to the State advising them of the Borough's intent to replace the Watermain on Delsea Drive so that they have a record of the project. Public Works Manager Domico also commented the State intends to raise the bridge over Big Timber Creek 1 to 6 feet and suggested the Borough eliminate the Watermain in that area because it is at a dead end and Mayor Welsh agreed with her suggestion. Administrator Giles discussed financing the Watermain replacement project from Olive down to Broadway. Further discussion took place regarding the Watermain project as well as the financing needed.

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 Murtaugh. *Motion unanimously approved by voice vote.*

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

COMMUNICATIONS:

- ❖ Letters from the General Federation of Women's Clubs and the New Jersey State Federation of Women's Clubs of GFWC congratulating the Woman's Club of Westville on their 105th Anniversary

PUBLIC PORTION: (Individuals must state their name and address for the record and respect the five minute time limit while addressing the Governing Body. In order to be heard, individuals must go to the podium and speak into the microphone.)

- ❖ Joyce Lovell, 328 Summit Avenue, thanked Council for the \$500 disbursement to the Environmental Commission budget and asked for volunteers for the upcoming Earth Day clean-up project on April 21, 2018.
- ❖ Brian Waters, 226 Summit Avenue, complimented Council on the Recycling calendar that was distributed to all residents and for keeping the web site calendar and information up to date.

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS

- ❖ Administrator Giles advised:
 - the Financial Disclosure Statements need to be completed and those individuals who must complete the document have been notified by email
 - Mayor and Council that the Municipal Court office is running out of space and suggested their storage materials be moved to one of the rooms on the 2nd floor of 165 Broadway. Mayor Welsh suggested the 2nd floor conference room.
 - he and Public Works Manager Domico and Assistant Manager Finger toured the old police and court facility at 114 Crown Point Road and asked Mayor and Council their opinion on selling the property or tearing it down and asked for a solution. Public Works Manager Domico commented she received a quote of \$24,000 to tear down the structure. Discussion took place regarding the disrepair of the Public Works facility and the costs associated with needed repairs. Administrator Giles suggested the Borough take out a small note to resolve these issues.
 - the Tax Sale took place today and went very smoothly.
- ❖ Councilwoman Moan advised she scheduled a meeting with Freeholder Heather Simmons regarding Westville's downtown area and thanked those involved with updating the web site
- ❖ Council President Ledrich congratulated the Women's Club on their 105th Anniversary and thanked the Public Works employees for cleaning out the Soccer building
- ❖ Deputy Clerk Carroll advised a Senior Luncheon, sponsored by the Municipal Alliance, was scheduled for April 18, 2018 at the Piston Diner and that individuals from the Gloucester County Prosecutor's office will make a presentation on scams perpetuated on Seniors
- ❖ Councilman Sims stated he received a request from one of his neighbors for a street light at the end of Parkview Drive and Olive Street because it was too dark and asked the Street Lighting committee to review the request
- ❖ Councilman Murtaugh advised he spoke with Chris Summerfield from the 5th District Legislative office about the flooding at Rt. 45 and was informed with the change in government positions, action may be forthcoming with the flooding issues
- ❖ Councilman Murtaugh and Public Works Manager Domico discussed opening day activities for Little League scheduled for Friday, April 13
- ❖ Councilman Murtaugh advised he will follow up on the street lighting issue
- ❖ Discussion of cleaning of the ponds took place

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- ❖ Engineer Bryson provided an update on the Watermain project and street paving issues and confirmed the new generator was scheduled to be delivered by the end of the week. Engineer Bryson also advised the builders for the Westville Senior Housing Project were planning on doing off-site Stormwater work within the next two weeks on Ambler Avenue. Public Works Manager Domico provided additional information regarding Stormwater work at the Senior Housing Project and discussion took place regarding project logistics and parking issues.
- ❖ Public Works Manager Domico discussed the open position she has for a Laborer in her Department.
- ❖ Mayor Welsh advised Bruce Nordaby volunteered to be the Chair on the 911 Memorial and stated Federici and Akin will be helping with logistics for this project. Mayor Welsh further stated that he and Engineer Bryson will be meeting at Thomas West Park and will report back to council with their ideas.
- ❖ Mayor Welsh read a Proclamation to Ed Leahy on his years of service and Retirement in December 2017.

A motion to adjourn the meeting was made by Councilman Sims and seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.*

The meeting was adjourned at 7:42 p.m.

Respectively Submitted,

*Kathleen Carroll
Deputy Municipal Clerk*

*Next Council meeting scheduled for Wednesday, May 23, 2018
(Youth in Government)
(May meeting was rescheduled for Thursday, May 31, 2018)*