

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

May 31, 2018 ~ 7:30 p.m.

Meeting Minutes – Youth In Government

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: Paul C. Mailley, Donna Moan, Charles D. Murtaugh, Bruce Nordaby and Fritz H. Sims, Jr., Deputy Clerk Kathleen Carroll, Administrator Ryan J. Giles, Public Works Manager Donna Domico, Engineer Jon Bryson, Chief William Whinna and Solicitor Timothy Scaffidi

Mayor Welsh administered the Oath of Office for Elected Parkview Students as Borough Officials

Mayor - Armani Morris
Council Member - Daniel Coleman
Council Member - Gina Dowdy
Council Member - Roslyn Finger
Council Member - Alexander Horwitz
Council Member - Lesly Molina
Council Member - Zaylee Tobin
Borough Administrator - Emily Bradley
Borough Clerk - Aviahna Evans-Gaines
Chief of Police - Cody Shaw
Chief Financial Officer - Sam Springer
Superintendent, Public Works - Arthur McConnell
Tax Collector - Katherine Leeds
Housing & Zoning Official - Benjamin Bittner
Municipal Judge - Cassandra Covely
Court Administrator - Anastasia Sims
Prosecutor - Tahmin Chowdhury
Public Defender - Liberty Anyzek
Solicitor - Jordan Barber
Fire Chief - Theresa Trautman
Fire Marshall - Michael Springer
Tail Twister - Alexis Dreher
Lions Club President - Nahmeire Rowe-Walls

A motion to approve the meeting minutes of April 11, 2018 was made by Councilman Sims and seconded by Councilman Mailley. Motion was unanimously approved by voice vote.

PUBLIC COMMENT ON AGENDA ITEMS ONLY: Seeing no comments, this portion of the meeting was closed to the public.

Mayor Welsh read a Proclamation Honoring Hannah Pierce, a senior at Gateway Regional High School, for winning a \$1,000 scholarship from Comcast for the Leaders and Achievers program.

REPORTS OF THE COMMITTEES FOR APRIL:

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

OLD BUSINESS:

Public Hearing

(2nd Reading - Introduced April 11, 2018)

- ❖ **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 Exemption

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

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

A motion to adopt Ordinance No. 7-2018 was made by Councilwoman Moan and seconded by Councilman Nordaby. *The motion was unanimously approved by roll call vote.*

NEW BUSINESS:

Introduction of:

- ❖ **ORDINANCE No. 8-2018** – Amending Chapter 91, Animals, in the Code of the Borough of Westville

A motion to introduce Ordinance No. 8-2018 was made by Councilman Nordaby and seconded by Councilman Murtaugh. *The motion was unanimously approved by roll call vote.*

Introduction of:

- ❖ **ORDINANCE No. 9-2018** – Amending Chapter 137, Commercial Property, in the Code of the Borough of Westville

A motion to introduce Ordinance No. 9-2018 was made by Councilman Murtaugh and seconded by Councilman Nordaby. *The motion was unanimously approved by roll call vote.*

Introduction of:

- ❖ **ORDINANCE No. 10-2018** - Amending Chapter 272, Rental Property, in the Code of the Borough of Westville

A motion to introduce Ordinance No. 10-2018 was made by Councilwoman Moan and seconded by Councilman Sims. *The motion was unanimously approved by roll call vote.*

Introduction of:

- ❖ **ORDINANCE No. 11-2018** - Repealing Chapter 336, Streets and Sidewalks, Article IV, Street Excavations and Adopting a New Chapter 336, Article IV of the Code of the Borough of Westville

A motion to introduce Ordinance No. 11-2018 was made by Council President Ledrich and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

Introduction of:

- ❖ **ORDINANCE No. 12-2018** - Repealing Chapter 340, Subdivision of Land, Article V. improvements required prior to approval, Section 340-13, Completion of Improvements; Performance Guaranty and Adopting a New Section 340-13, Completion of Improvements; Guarantees of the Code of the Borough of Westville

A motion to introduce Ordinance No. 12-2018 was made by Councilman Sims and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

Introduction of:

- ❖ **ORDINANCE No. 13-2018** - Amending Chapter 340. Subdivision of Land, Article III. Procedures, Section 340-8(A), Submission of Final Plat of Major Subdivision of the Code of the Borough of Westville

A motion to introduce Ordinance No. 13-2018 was made by Councilman Murtaugh and seconded by Councilman Sims. *The motion was unanimously approved by roll call vote.*

Introduction of:

- ❖ **ORDINANCE No. 14-2018** - Repealing Chapter 298, Site Plan Review, Article V. Site Plans, Section 298-17 Performance Guaranty and Adopting a New Section - Chapter 298, Site Plan Review, Article V. Site Plans, Section 298-17, Guarantees of the Code of the Borough of Westville

A motion to introduce Ordinance No. 14-2018 was made by Councilwoman Moan and seconded by Council President Ledrich. *The motion was unanimously approved by roll call vote.*

Introduction of:

- ❖ **ORDINANCE No. 15-2018** – Amending Chapter 205. Land Use and Development, Article II Administrative Procedures; Appeals, Section 205-5(B) Land Use Board Fees and Escrow Requirements of the Code of the Borough of Westville

A motion to introduce Ordinance No. 15-2018 was made by Councilman Nordaby and seconded by Councilman Sims. *The motion was 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. 57-2018 – Designating the week of May 21-27, 2018 as National Public Works week

RESOLUTION No. 58-2017 – Appointing Steven C. Philipp to the position of full time Laborer with the Public Works Department

RESOLUTION No. 59-2018– Requesting Approval of Items of Revenue and Appropriation (N.J.S 40A:4-87) for a Distracted Driving Grant in the amount of \$2860.00

RESOLUTION No. 60-2018– Authorizing a property tax exemption for totally disabled veteran, L/E Anthony & Michael Capelli, 21 E. Olive Street, Block 80, Lot 11, crediting the 2018 2nd quarter in the amount of \$1,166.37

RESOLUTION No. 61-2018– Authorizing the Tax Collector to issue a refund in the amount of \$1,967.36 to CORELOGIC for an overpayment made on the 2018, 2nd quarter taxes for Paul and Lisa Mailley located at 148 Locust Avenue (Block 81, Lot 13) as a result of a mortgage refinancing

RESOLUTION No. 62-2018 – Authorizing the Tax Collector to issue a refund in the amount of \$3,084.79 to CORELOGIC for an overpayment made on the 2018 1st and 2nd quarter taxes for Jack Shiverdaker located at 135 Twedell (Block 65, Lot 15) as a result of the individual being exempt from paying taxes

RESOLUTION No. 63-2018 – Authorizing the Tax Collector to refund the estate of Chester Kuczynski \$245.31 for the 2015 Homestead Tax Rebate for the property located at 129 Walnut Street (Block 85, Lot 4)

RESOLUTION No. 64-2018 – Adopting the Form of the New Jersey Tort Claims Act Questionnaire Required to be Utilized by Claimants for the Filing of Notices of Tort Claim Against the Borough of Westville in Accordance with the provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6 and designating Qual-Lynx as the Agent for the Borough of Westville to provide the questionnaire to all of the Claimants and to receive the completed questionnaire from the Claimants.

RESOLUTION No. 65-2018 - Requesting Approval of Items of Revenue and Appropriation N.J.S. 40A:4-87 (Environment Commission clean-up day)

RESOLUTION No. 66-2018- Authorizing a credit and the removal of interest charges accrued on Account #1582 for 1004 Edgewater Avenue as a result of an overbilling on the 1st quarter 2018 water charges

RESOLUTION No. 67-2018 - Authorizing the Placement of Property Maintenance Liens (*list attached to the agenda*)

RESOLUTION No. 68-2018 - Authorizing the submission of Year 2018 Community Development Block Grant Application and Project Description Form

A motion to approve Resolutions Nos. 57-67, 2018 was made by Councilman Nordaby and seconded by Councilman Sims. *The motion was unanimously approved by roll call vote.*

END CONSENT AGENDA

❖ Bids were received by the Deputy Clerk for “Sensus Water Meter Flex Net System and Software” on April 11, 2018. The Bidder that met the specs was Core & Main and the Bids are as follows:

Core & Main 228 Williamstown Road Berlin, NJ 08009	\$246,260.00
Rio Supply Company 100 Allied Parkway Sicklerville, NJ 08081	\$178,200.00 (bid did not meet project specs)

❖ **RESOLUTION No. 69-2018** - Awarding the Bid for a Sensus Water Meter Flex Net System and Software to Core & Main, 228 Williamstown Road, Berlin, NJ 08009

A motion to approve Resolution No. 69, 2018 was made by Councilman Murtaugh and seconded by Council President Ledrich. *The motion was unanimously approved by roll call vote.*

❖ **APPLICATIONS FOR 2018 AMUSEMENT LICENSE**

- Hot Shots (500 Gateway Boulevard)
- Gateway Diner (106 Broadway)

A motion to approve the Amusement applications for Hot Shots and Gateway Diner was made by Councilwoman Moan and seconded by Council President Ledrich. *The motion was unanimously approved by roll call vote.*

LETTER OF RESIGNATION from Daniel Kelhower of the Public Works Department. The resignation is effective May 22, 2018.

Motion to accept the Resignation of Daniel Kelhower was accepted, with regret, was made by Councilman Sims and seconded by Councilman Murtaugh. *The motion was unanimously approved by voice vote.*

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

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 Councilman Sims and seconded by Councilwoman Moan. *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 Councilman Nordaby. *Motion unanimously approved by roll call vote with Councilwoman Moan abstaining from approving Check #26561, Councilman Nordaby abstaining from approving Check #26562*

COMMUNICATIONS:

❖ Requisition of Taxes from Gateway Regional High School and Westville Board of Education

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.)

- ❖ Kim Colgan, President of the Lions Club and resides at 1012 Crown Point Road, thanked Mayor and Council for supporting the Youth in Government activities. She also thanked Principal Egan and the teachers at Parkview for the great work they do with the students.
- ❖ Renée Egan, Principal of Parkview School, thanked everyone for providing the students with the Youth in Government experience and congratulated Hannah Pierce on winning the Leaders and Achievers scholarship.
- ❖ Joyce Lovell, 328 Summit Avenue, asked about the Executive Resolution and advised on June 23, 2018 (Fireworks Show) the Environmental Commission will be giving out information on ticks, mosquitoes and water conservation and what a “drip” will cost someone on their water bill.

STUDENTS RECITED THEIR MUNICIPAL JOB RESPONSIBILITIES

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS

- ❖ Councilwoman Moan asked Public Works Manager Domico “where do we stand with the swamp issue at 232 E. Olive Street”. Public Works Manager Domico responded by stating the Borough is in the process of applying for Discretionary Funds and in the meantime, the Borough is going to cut a hole through the curb at 232 E. Olive Street to create a French drain to get the water away from the property. Public Works Manager Domico added that if the Discretionary funds are not approved the issue would be addressed in the next water main replacement phase. A timeframe was discussed to fix the issue.

Councilwoman Moan also thanked everyone who participated in the Memorial Day service and expressed her congratulations to all the students involved in the Youth in Government activities.

- ❖ Councilman Nordaby congratulated the students participating in the Youth in Government activities.
- ❖ Councilman Sims congratulated all the students for being elected to their position and thanked the Westville Lions Club for their participation in the program and the office staff for their assistance with the activities.
- ❖ Councilman Murtaugh thanked the Lions Club for their continued support of the Youth in Government activities and congratulated Hannah Pierce on receiving the Leaders and Achievers scholarship.
- ❖ Councilman Mailley advised this year was one of the best Youth in Government meetings and thanked the students for participating in the program.
- ❖ Solicitor Scaffidi thanked the students.
- ❖ The Administrator thanked the Deputy Clerk for her hard work organizing the meeting and thanked the students for their participation.
- ❖ The Deputy Clerk advised the Borough registered over 200 pets this year and thanked Mrs. Nebel for her persistence in getting those pets registered and thanked Piskers Bakery for the donated cookies for the students.
- ❖ Chief Whinna congratulated the students on doing an excellent job running the meeting.
- ❖ Public Works Manager Domico provided an update on the Crown Point Road water main project and advised the Fireworks Marine permits were approved.
- ❖ Mayor Welsh thanked the Lions Club for supporting the Youth in Government activities and thanked Borough Officials, Fire and Police Departments for making the Youth in Government week a great experience for the students.

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- ❖ Mayor Welsh added that he believes the Borough of Westville is one of the last towns that conducts the Youth in Government activities and thanked all who participated to make the event so successful and congratulated the students on doing an excellent job and thanked the Deputy Clerk for her efforts.

EXECUTIVE SESSION:

Deputy Clerk read RESOLUTION No. 70-2018 authorizing an Executive Session for discussion of Personnel Matters and Purchase, Lease of Property

A motion to approve Resolution No. 70-2018 was made by Councilman Mailley and seconded by Council President Ledrich. *Motion unanimously approved by voice vote.*

Time In: 8:18 p.m. Time Out: 9:16 p.m.

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 9:16 p.m.

Respectively Submitted,

*Kathleen Carroll
Deputy Municipal Clerk*

Next Council meeting scheduled for Wednesday, June 13, 2018

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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	\$149.01
45/1	Frances Silenzio	714 Gateway Boulevard	\$149.01
48/6	Lamont Russell	20-22 Pine Street	\$149.01
76/10	Marques VA LLC	29 Cedar Avenue	\$186.02
80/12	Laura Hemsarh	13 E. Olive Street	\$149.01
82/12	Rio Property Holdings	917 Broadway	\$204.96