

# BOROUGH OF WESTVILLE

## Regular Council Meeting

165 Broadway

September 3, 2019

### Meeting Minutes

Mayor Russell W. Welsh, Jr. 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, Charles D. Murtaugh, Bruce Nordaby and Fritz H. Sims, Jr., Deputy Clerk Kathleen Carroll, Administrator/Clerk Ryan J. Giles, Public Works Assistant Manager Martin Finger, Engineer John Bryson, Police Chief William Whinna and Solicitor Gary Marek

Note: Council Member Donna Moan arrived at 7:10 p.m.

A motion to approve the Regular minutes of August 5, 2019 was made by Council President Ledrich and seconded by Councilman Mailley. *Motion was unanimously approved by voice vote with Councilman Sims abstaining from the vote.*

**PUBLIC COMMENT ON AGENDA ITEMS ONLY:** No comments from the Public

#### **COMMITTEE REPORTS FOR JULY 1, 2019:**

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

#### **OLD BUSINESS:**

Emergency Management – Councilman Murtaugh asked that this item be removed from future agendas.

#### ***Public Hearing:***

*(2<sup>nd</sup> Reading – Introduced August 5, 2019)*

- ❖ **ORDINANCE No. 5-2019** – Authorizing the creation of a handicapped parking space in front of 305 Woodbine Avenue in the Borough of Westville

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

A motion to adopt Ordinance No. 5-2019 was made by Councilman Nordaby and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

## Meeting Minutes

### **OLD BUSINESS:** *(continued)*

#### ***Public Hearing:***

*(2<sup>nd</sup> Reading – Introduced August 5, 2019)*

- ❖ **ORDINANCE No. 6-2019** – Bond Ordinance authorizing the acquisition of Capital Equipment and the completion of various capital projects in the Borough of Westville, County of Gloucester, New Jersey; appropriating the sum of \$375,000 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 \$114,950 making certain determinations and covenants; and authorizing certain related actions in connection with the foregoing.

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

A motion to adopt Ordinance No. 6-2019 was made by Councilman Murtaugh and seconded by Councilman Sims. *The motion was unanimously approved by roll call vote.*

### **TABLED FROM THE AUGUST 5, 2019 MEETING**

**REQUEST** from a resident at 133 Crown Point Road for a handicap parking space. (Request sent to the Public Safety Committee and Chief Whinna for review.)

Chief Whinna was delayed by traffic so the discussion was tabled until his arrival.

### **NEW BUSINESS:**

Presentation from Paul Forlenza, Executive Director of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund regarding renewal of a contract with JIF (Joint Insurance Fund)

Paul Forlenza discussed the State of the JIF by providing information on the financial status of the fund, Westville dividends, Safety on the Job, Managing Risks, Loss Control Programs, Employment Practices and provided details on the MEL's Cyber Risk Management Plan and how the program helps protect against Cyber attacks. The Wellness program was addressed with additional information on how that program keeps Workers' Compensations claims to a minimum.

- ❖ Chief Whinna arrived so the item tabled from the August 5, 2019 meeting regarding handicap parking at 133 Crown Point Road was discussed:

Chief Whinna advised he visited the located and found that there are two parking spaces out front and that there is a business at that location as well. Chief Whinna also commented there is a parking lot next to the building with ample parking so his recommendation is not to approve the handicap request. Councilman Sims asked Chief Whinna if the request was for

### Meeting Minutes

handicap parking in the street or in the lot and Chief Whinna stated his understanding is that the space was requested for the front of the building in the street and that the Borough owns the lot next to the building. Mayor Welsh confirmed that Chief Whinna's recommendation is not to have a handicap parking space in the street in front of the building.

Based on the Chief's recommendation, a denial letter will be sent to the requestor informing them of the decision not to have a handicap space in front of 133 Crown Point Road.

### 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. 101-2019** – Authorizing the issuance of a Duplicate Tax Sale Certificate for 233 Edgewater Avenue

**RESOLUTION No. 102-2019** – Authorizing the issuance of a Duplicate Tax Sale Certificate for 605 Ryan Avenue

**RESOLUTION No. 103-2019** – Authorizing the Mayor or his designee to sign an Agreement with the County of Gloucester for Municipal Alliance funds for the period July 1, 2019 to June 30, 2020

A motion to approve Resolutions No. 101-103, 2019 was made by Councilman Murtaugh and seconded by Councilman Sims. *The motion was unanimously approved by roll call vote.*

### END CONSENT AGENDA

#### NEW BUSINESS: *(continued)*

- ❖ **RESOLUTION No. 104-2019** – Approving the 2018 Audit and Group Affidavit. *(Administrator Giles advised there was one corrective action that was addressed.)*

A motion to approve Resolution No. 104-2019 was made by Councilwoman Moan and seconded by Councilman Sims. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 105-2019** – Authorizing assignment of a Municipal Tax Lien to DSHC Enterprises, LLC for Tax Sale Certificate No. 19-00022 (block 97, lot 7) located at 810 Delsea Drive, SAV Investments) *(Administrator Giles advised a lien holder wanted to buy the municipal lien which will enable the Borough will recover its money.)*

A motion to approve Resolution No. 105-2019 was made by Council President Ledrich and seconded by Councilman Murtaugh. *The motion was unanimously approved by roll call vote.*

## Meeting Minutes

### **NEW BUSINESS:** *(continued)*

- ❖ **RESOLUTION No. 106-2019** – Authorizing the Placement of Property Maintenance Liens (properties listed at the end of the agenda) *(Administrator Giles provided a brief explanation of why 235 Edgewater Avenue was listed on the agenda.)*

A motion to approve Resolution No. 106-2019 was made by Council President Ledrich and seconded by Councilwoman Moan. *The motion was unanimously approved by roll call vote.*

- ❖ Letter of Resignation from Public Works Laborer Robert Gibison effective August 16, 2019.

A motion to accept Mr. Gibison's resignation was made by Council President Ledrich and seconded by Councilman Nordaby. *The motion was unanimously approved by voice vote.*

- ❖ Letter of Resignation from Jeff Paul, Emergency Management Coordinator effective September 9, 2019 *(Councilman Murtaugh confirmed Mr. Paul would like to be a Deputy Emergency Management Coordinator.)*

A motion to accept Mr. Paul's resignation was made by Council President Ledrich and seconded by Councilman Nordaby. *The motion was unanimously approved by voice vote.*

- ❖ **RESOLUTION No. 107-2019** – Appointing Lt. Michael Packer, of the Borough of Westville Police Department, as Emergency Management Coordinator

A motion to appoint Lt. Michael Packer as Emergency Management Coordinator was made by Councilman Murtaugh and seconded by Councilwoman Moan. *The motion was unanimously approved by voice vote.*

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

### **Items for Discussion**

- ❖ Gloucester County's Residential Energy Cooperative

Administrator Giles advised this is a cooperative program where the County will accept competitive bids for the municipality and if the bid is lower than the current provider the Borough and residents will have the opportunity to change providers to save money. Administrator Giles further stated if the Borough wanted to participate, an Ordinance would have to be passed and sent to the County. Councilwoman Moan confirmed with Administrator Giles that if residents decided to participate, they were obligated for one year. A general discussion, about the program, took place.

Motion to permit Administrator Giles to move forward with the co-op program was made by Council President Ledrich and seconded by Councilman Nordaby. *The motion was unanimously approved by roll call vote.*

## Meeting Minutes

### **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 Nordaby 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 Councilwoman Moan and seconded by Councilman Mailley. *Motion unanimously approved by roll call vote with Councilman Mailley abstaining from approving check #27836.*

### **COMMUNICATIONS:**

- ❖ Letter from Les Whinna, National President of the Rolling Badges acknowledging the support of Lt. Michael Packer and Officer Eric Hibbs during the “Blessing of the Bikes” event on July 20, 2019.

Councilman Sims asked if the letter could be posted on social media so that the residents could read the letter.

- ❖ Letter from Tax Collector O’Hara verifying mailing of the 2019 2<sup>nd</sup> & 3<sup>rd</sup> quarter and 1<sup>st</sup> and 2<sup>nd</sup> quarter 2020 tax bills were sent to residents
- ❖ Thank you card from Donna Domico (former Superintendent of Public Works)
- ❖ Letter from GEI Consultants regarding the clean up at SL Industries, 300 & 302 Harvard Avenue

### **PRESENTATION FROM HARDENBERGH**

Joe Henry from Hardenbergh Insurance addressed council regarding Municipal Safety and to discuss Cyber liability and claims management.

### **PUBLIC PORTION:**

- ❖ Harry Blaschke, 44 Walnut Street, asked for an update on the repair to his driveway. Engineer Bryson advised the contractor is not yet finished the job but that his repairs are on the list of items to be completed. Mr. Blaschke complained about residents who are dumping grass clippings into the street and Assistant Superintendent of Public Works Finger advised he will visit the street and send letters to those residents found to be placing grass clippings in the street.

## Meeting Minutes

### **PUBLIC PORTION:** (continued)

- ❖ Joyce Lovell, 328 Summit advised Council about the “Make a Difference Day” clean-up project scheduled October 12 (rain date October 26). Ms. Lovell also discussed the hazards of the Spotted Lanterfly.

### **COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:**

- ❖ Chief Whinna advised the following:
  - Police Department will be conducting a Junior Police Academy on October 8, 2019 one day a week for 6<sup>th</sup> graders at Parkview School through December 17, 2019.
  - On October 12<sup>th</sup> and 19<sup>th</sup> the Police Department will be doing “active shooter training” at Parkview School
  - On October 25<sup>th</sup> the Police Department will be participating in the Trunk or Treat event that is being organized by the Home and School Association from 6 pm to 8 pm at the Almonesson fields.
- ❖ Councilwoman Moan asked if a handicap parking spot could be identified in the parking lot next to 133 Crown Point Road. Council agreed to have a handicap lot marked out in the municipal lot next to 133 Crown Point Road.
- ❖ Councilman Nordaby reminded meeting attendees about the Fall Festival scheduled for September 28<sup>th</sup>.
- ❖ Councilman Murtaugh advised he, along with other Westville officials, met with school officials regarding the parking situation at Parkview School and confirmed plans are moving along to increase parking spaces at the school.

Councilman Murtaugh asked Chief Whinna to add Emergency Management issues to his monthly activity report now that Lt. Packer is the Emergency Management Coordinator.

- ❖ Engineer Bryson provided updates on the Watermain replacement project and the repairs to Walnut Street we well as submission of NJDOT paperwork for the Hazel Avenue project and the CDBG Soccer field project.
- ❖ Mayor Welsh commented he received a message from the Governor’s office advising that the DOT is reviewing concerns about: Rt. 45 & Olive Street, Rt. 130 near Park Avenue, Park Avenue & Woodbine and Broadway & Willow and that the DEP is also reviewing information on the pond at Thomas West Park.

Mayor Welsh distributed a sheet to determine who will be attending the 2019 League meeting November 19-21, 2019

Meeting Minutes

**EXECUTIVE SESSION:**

The Deputy Clerk read **RESOLUTION No. 108-2019** - Authorizing an Executive Session to discuss Personnel Matters in the Public Works Department and Purchase, Lease of Property

A motion to approve Resolution No. 108-2019 was made by Councilwoman Moan and seconded by Councilman Murtaugh. *Motion unanimously approved by voice vote.*

<i>Time In: 7:55 p.m.</i>	<i>Time Out: 8:49 p.m.</i>
---------------------------	----------------------------

A motion to adjourn the meeting was made by Councilwoman Moan and seconded by Councilman Mailley. *Motion unanimously approved by voice vote.*

*The meeting was adjourned at 8:50 p.m.*

*Respectively Submitted,*

*Kathleen Carroll  
Deputy Municipal Clerk*

***Next Council meeting scheduled for Monday, October 7, 2019***

---

**Property Maintenance Liens - September 3, 2019**

<u>Block/Lot</u>	<u>Owner of Record</u>	<u>Address</u>	<u>Amount</u>	<u>Date</u>
19/6	Mahmoud Shahrokh	324 Summit Avenue	\$255.30	8/8/19
19/18	Irene Zane	317 Highland Avenue	\$229.32	8/7/19
22/22	Hogar Community Reinvest.	337 Woodbine Avenue	\$183.64	8/1/19
34/10	New Jersey County Realty	104 Delsea Drive	\$183.64	8/1/19
34/39	Alessandro Blair	185 Broadway	\$172.20	8/5/19
45/1	Frances Silenzio	714 Gateway Blvd.	\$203.64	8/1/19
48/6	Papineni, Ravikrishna	20-22 Pine Street	\$163.64	8/2/19
50/19	Jason & Kimberly Ruiz	322 High Street	\$145.15	8/8/19
57/9	Diane Horn	159 West Avenue	\$163.65	8/2/19
57/15	Roberto Carrazana	229 Delsea Drive	\$199.32	8/9/19
59/16	Borough of Westville	235 Edgewater Avenue	\$183.64	8/2/19