

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

July 16, 2020

Meeting Minutes

Mayor Fritz H. Sims, Jr. called the July 16, 2020 council meeting to order at 7:00 p.m.

The **Pledge of Allegiance** was recited

The Deputy Clerk read the notice. Adequate notice of this meeting has been given by notifying the South Jersey Times and the Courier Post, posting the meeting date on the official bulletin board of the Municipality and the municipal web site. Additional written Public Notice was given and printed in the South Jersey Times on July 7, 2020 and uploaded to the Municipal web site regarding the public meeting format change from an in-person public meeting to a video/teleconference public meeting due to COVID-19.

Roll Call: Mayor Fritz H. Sims, Jr., Council President Michael Ledrich, Council Members: Travis R. Lawrence, Paul C. Mailley, Charles D. Murtaugh and Bruce Nordaby. Administrator/Clerk Ryan J. Giles, Deputy Clerk Kathleen Carroll, Public Works Manager Martin Finger, Engineer Jon Bryson, Police Chief William Whinna and Solicitor Timothy Scaffidi.

MEETING MINUTES: Prior to approval of the meeting minutes, Mayor Sims asked if the minutes should reflect that the meeting was conducted via Zoom. Deputy Clerk Carroll stated should would research the Mayor's question. A motion to approve the Regular Minutes from June 1, 2020 and the June 15, 2020 Special Meeting was made by Council President Ledrich and seconded by Councilman Lawrence. *Motion was unanimously approved by voice vote.*

OPEN MEETING TO THE PUBLIC FOR AGENDA ITEMS ONLY: Motion to open the meeting to the public for agenda items only was made by Councilman Nordaby and seconded by Councilman Lawrence. *The motion was unanimously approved by voice vote.* Hearing no comments from the Public, Councilman Lawrence motioned to close the meeting to the public, Councilman Mailley seconded and his motion carried unanimously.

COMMITTEE REPORTS FOR MAY 2020

Prior to approving the Reports, Mayor Sims asked Engineer Bryson when Pioneer Pipe was expected to go back out to finish Delsea Drive. Engineer Bryson advised he was schedule to meet with Pioneer Pipe the week of July 27 to address items that needed to be completed.

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

OLD BUSINESS: None

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NEW BUSINESS:

Introduction of:

- ❖ **Ordinance No. 8-2020** - Bond Ordinance authorizing the completion of various road improvements in the Borough of Westville, County of Gloucester, New Jersey; appropriating the sum of \$335,000 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 \$90,250 making certain determinations and covenants; and authorizing certain related actions in connection with the foregoing. *(Administrator Giles advised this Bond Ordinance was for work to be completed on Boundary Lane and Birch Avenue.)*

A motion to approve Ordinance No. 8-2020 was made by Councilman Murtaugh and seconded by Councilman Nordaby. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 79-2020** - Authorization to submit a Strategic Plan for the Westville Municipal Alliance for October 1, 2020 through June 30, 2021 *(reduction of Municipal Alliance funds by the State)*

A motion to approve Resolution No. 79-2020 was made by Council President Ledrich and seconded by Councilman Nordaby. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 80-2020** - Requesting approval of Items of Revenue and Appropriation N.J.S.A. 40A:4-87-2020 Clean Communities *(approval to insert grant funds into the 2020 budget)*

A motion to approve Resolution No. 80-2020 was made by Council President Ledrich and seconded by Councilman Lawrence. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 81-2020** - Requesting endorsing the application and submission of a Grant application and execution of an Agreement for Municipal Aid from the New Jersey Department of Transportation for local aid for the Reconstruction of Pine Street #00383

A motion to approve Resolution No. 81-2020 was made by Councilman Murtaugh and seconded by Councilman Lawrence. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 82-2020** - To Amend the Capital Budget *(Reconstruction of Boundary Lane and Birch Avenue and Redevelopment Area Improvements)*

A motion to approve Resolution No. 82-2020 was made by Councilman Murtaugh and seconded by Councilman Lawrence. *The motion was unanimously approved by roll call vote.*

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NEW BUSINESS: (Continued)

❖ **RESOLUTION No. 83-2020** – Authorizing the Placement of Property Maintenance Liens

<u>Block/Lot</u>	<u>Owner of Record</u>	<u>Address</u>	<u>Amount</u>	<u>Date</u>
19/18	Irene Zane	317 Highland Avenue	\$273.32	6/18/20
45/1	Frances Silenzio	714 Gateway Blvd.	\$248.32	6/18/20
50/19	IHS2 LLC	322 High Street	\$223.32	6/18/20
66/12	Kimberly Cianciola	125 Hunter Avenue	\$236.82	6/1/20
68/15	Susan Hummel	133 Stanley Avenue	\$236.82	6/2/20

A motion to approve Resolution No. 83-2020 was made by Councilman Murtaugh and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

❖ **REQUEST** from the Lions Den to hold a Coin Drop on October 2, 2020 (*required paperwork was submitted and the request was approved by the Police Department. A copy of the request will be sent to the Gloucester County's Highway Department upon approval of the Governing Body. Organization must adhere to the COVID-19 safety guidelines.*)

A motion to approve the request was made by Council President Ledrich and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

Items of Discussion:

• **Fall Festival and Fireworks**

- Councilman Mailley stated the Celebrations Committee agreed to cancel both the Fall Festival and Fireworks show due to COVID-19. Discussion took place specific to getting a refund or transferring the Borough's deposit to the 2021 Fireworks show.

Motion to cancel the 2020 Fall Festival and Fireworks show was made by Councilman Nordaby and seconded by Councilman Lawrence. *The motion was unanimously approved by roll call vote.*

• **Replacing front door and side window**

- Administrator Giles provided information on replacing the front door framing of 165 Broadway. Discussion took place regarding costs.

Motion to approve the project at 165 Broadway and the Community Center door, based on Administrator Giles getting the best price for the project, was made by Councilman Murtaugh and seconded by Councilman Nordaby. (It was confirmed that the tinting was included in the price.) *The motion was unanimously approved by roll call vote.*

• **COVID-19 guidelines for organizations using Borough-owned athletic fields**

- Councilman Murtaugh advised that a list of questions were prepared that could be sent to organizations regarding their use of Borough fields and what safety measures they have in place. Discussion took place regarding State mandated guidelines and organizations already using the fields. Councilman Lawrence asked if the Borough was liable if someone got sick. Administrator Giles advised that as long as the Borough has a signed Hold Harmless Agreements, JIF confirms the Borough would have qualified immunity. Discussion took place regarding the micros soccer (4-6 year olds).

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Items of Discussion: (continued)

Motion to send out the COVID-19 questionnaires to organizations that use Borough-owned fields was made by Councilman Murtaugh and seconded by Councilman Lawrence. *The motion was unanimously approved by voice vote.*

• **Appointment of Council Member**

Due to Council Member Sims being appointed to the position of Mayor at the June 1, 2020 council meeting, his council position has been vacant. To fill the council seat, the Democrat Committee nominated three individuals to fill the open position. The individuals are: Tak Chan, Donna Domico and Edward Green

- Motion to nominate Donna Domico to the open council position was made by Councilman Murtaugh and seconded by Council President Ledrich. Since no other individuals were nominated, Donna Domico was appointed to the open Council position by a *unanimous* roll call vote.

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

BILLS & VOUCHERS: List of Bills:

A motion to dispense with reading of the bills was made by Council President Ledrich 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 Council President Ledrich and seconded by Councilman Mailley. *Motion was unanimously approved by roll call vote.*

COMMUNICATIONS:

- ❖ New Jersey Transit request for federal assistance
- ❖ Notification from Legacy Refining Operation regarding remediation at former Eagle Point Refinery

OPEN MEETING TO THE PUBLIC: Councilman Mailley motioned to open the meeting to the public, Councilman Lawrence seconded his motion that was approved by the entire Council.

Hearing no comments from the Public, Councilman Murtaugh motioned to close the meeting to the public, Councilman Mailley seconded and his motion carried unanimously.

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:

- ❖ Police Chief Whinna discussed the “safe exchange spot” in the Police Parking lot and discussion took place as to where the sign should be placed.

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

- ❖ Administrator Giles provided details for the new trash routes for the Borough and confirmed the Public Works employees will still maintain the same high level of service.

Motion to approve the changes effective, August 10, 2020, was made by Councilman Murtaugh and seconded by Council President Ledrich. *Motion was unanimously approved by voice vote.*

- ❖ Engineer Bryson provided an update on the Hazel Avenue project and confirmed that the speed bumps were eliminated from the project.

Motion to remove speed bumps from the Hazel Avenue project was made by Council President Ledrich and seconded by Councilman Murtaugh. *Motion was unanimously approved by voice vote.*

- ❖ Councilman Lawrence advised he was approached by the Rolling Badges organization to change the name of Deadline Drive to "For Heroes Way". Mayor Sims stated the idea could be discussed tonight and then decided upon at a later date. Councilman Lawrence also stated the Rolling Badges would also like to obtain a "Club" Liquor License. Administrator Giles advised that the organization would have to apply to the State of New Jersey, Division of Alcoholic Beverage Control for a Club license. A general discussion took place regarding the guidelines of a "club" license and that the organization has to seek approval of Council before applying to the State. Costs related to obtaining the license were also discussed.

- ❖ Mayor Sims:

- stated he met with neighbors on Almonesson to discuss ongoing issues they are having with each other that involved Code Enforcement
- advised he received a phone call from Les Whinna, President of the Rolling Badges regarding his organization holding a Community barbeque and Mayor Sims felt that with COVID-19 it was not feasible at this time. Mayor Sims stated that Mr. Whinna suggested the possible purchase of GPS systems for the Police Department to which Chief Whinna stated the Police have that capability with their body cameras. Chief Whinna did state that the State is stressing use of "less lethal" so tasers could be considered. General discussion took place regarding the cameras currently used by the Police Department. Rolling Badges President Les Whinna stated his organization wanted to give back to the community and would be happy to sit down with Chief Whinna and Lt. Packer to discuss their needs in the Police Department
- thanked all the Borough Departments for the work they've been doing during the pandemic
- congratulated Donna Domico on her appointment to Council and stated that he would contact her with the news and also thanked the other interested candidates, Mr. Chan and Mr. Green
- advised he presented Mr. Gerry Banmiller with a proclamation from the Borough on his retirement from First Colonial Community Bank

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EXECUTIVE SESSION:

The Deputy Clerk read **RESOLUTION No. 84-2020** - Authorizing an Executive Session to discuss personnel matters in Public Works regarding Shared Services and Redevelopment.

A motion to approve Resolution No. 84-2020 was made by Council President Ledrich and seconded by Councilman Nordaby. *Motion unanimously approved by voice vote.*

<i>Time In: 8:15 p.m.</i>

<i>Time Out: 8:55 p.m.</i>

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

The meeting was adjourned at 8:56 p.m.

Respectively Submitted,

Kathleen Carroll

Kathleen Carroll
Deputy Municipal Clerk

*Next Council Meeting Scheduled for
Thursday, August 20, 2020 at 7:00 p.m.*