

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

JUNE 1, 2020

Meeting Minutes

Council President Michael O. Ledrich 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:

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

APPOINTMENT OF MAYOR. Due to former Mayor Welsh not meeting the residential requirements as defined in the Municipal Vacancy Law, the Democrat Committee nominated three individuals to fill the vacated position. The individuals are: Council President Michael O. Ledrich, Councilman Bruce Nordaby and Councilman Fritz H. Sims, Jr.

A motion to appoint Fritz H. Sims, Jr. to the position of Mayor was made by Council President Ledrich and seconded by Councilman Nordaby. *The motion was unanimously approved by roll call vote.*

Solicitor Timothy Scaffidi administered the Oath of Office for the position of Mayor to Fritz H. Sims, Jr.

Mayor Sims thanked Council for the appointment and stated his intent to help the residents of the Borough

Meeting Minutes: A motion to approve the Regular Minutes from May 4, 2020 was made by Councilman Murtaugh and seconded by Councilman Lawrence. *Motion was unanimously approved by voice vote.*

PUBLIC COMMENT ON AGENDA ITEMS ONLY: No comments from the audience

COMMITTEE REPORTS FOR APRIL 2020

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

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OLD BUSINESS:

Public Hearing:

(2nd Reading - Introduced May 4, 2020)

- ❖ **Ordinance No. 5-2020** - Ordinance to 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 Councilman Nordaby and seconded by Councilman Lawrence. *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 Mailley. *The motion was unanimously approved by voice vote.*

A motion to adopt Ordinance No. 5-2020 was made by Councilman Murtaugh and seconded by Councilman Nordaby. *The motion was unanimously approved by roll call vote.*

Public Hearing:

(2nd Reading - Introduced May 4, 2020)

- ❖ **Ordinance No. 6-2020** - Ordinance Authorizing the Execution of an Easement from the Borough of Westville to John and Eileen Schillig for Ingress/Egress parking to the property known as Block 34, Lot 4 in the Borough of Westville

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

Bill Bittner, 317 Summit Avenue, asked if there was any monetary consideration in the Ordinance to which Solicitor Scaffidi said "there is not".

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

A motion to adopt Ordinance No. 6-2020 was made by Council President Ledrich and seconded by Councilman Murtaugh. *The motion was unanimously approved by roll call vote.*

NEW BUSINESS:

- ❖ **RESOLUTION No 64-2020** - Allowing Budget to be read in Title Only

A motion to adopt Resolution No. 64-2020 was made by Council President Ledrich and seconded by Councilman Murtaugh. *The motion was unanimously approved by voice vote.*

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Public Hearing On:

❖ 2020 MUNICIPAL BUDGET

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

Bill Bittner, 317 Summit Avenue asked if there was a budget increase and CFO Bruno advised there was a decrease of \$21,000

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

❖ 2020 MUNICIPAL BUDGET

A motion to adopt the 2020 Municipal Budget was made by Councilman Lawrence and seconded by Council President Ledrich. *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. 65-2020 - Appointing Gene Cifuni as Safety Coordinator for the Borough of Westville

RESOLUTION No. 66-2020 - Appointing Thomas Harding to the position of part-time summer help employee within the Public Works Department

RESOLUTION No. 67-2020 - Appointing William Packer to the position of part-time summer help employee within the Public Works Department

RESOLUTION No. 68-2020 - Appointing Tyler Gains to the position of part-time summer help employee within the Public Works Department

RESOLUTION No. 69-2020 - Appointing Brandon Turbeville to the position of part-time summer help employee within the Public Works Department

RESOLUTION No. 70-2020 - Appointing Christopher DeVoe to the position of part-time summer help employee within the Public Works Department

RESOLUTION No. 71-2020 - Appointing Kenneth Wentzell to the position of part-time summer help employee within the Public Works Department

A motion to adopt Resolution Nos. 65-71 was made by Council President Ledrich and seconded by Councilman Lawrence. *The motion was unanimously approved by roll call vote.*

END CONSENT AGENDA

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NEW BUSINESS: *(continued)*

- ❖ **RESOLUTION No. 72-2020** - Authorizing the Tax Collector to issue a refund in the amount of \$2,001.97 to Corelogic for an overpayment made on the 2nd quarter 2020 taxes for Block 81, Lot 13, 148 Locust Avenue

A motion to adopt Resolution No. 72-2020 was made by Councilman Nordaby and seconded by Councilman Mailley. *The motion was approved by majority roll call vote with Councilman Mailley abstaining from the vote.*

- ❖ **RESOLUTION No. 73-2020** - Authorizing the Tax Collector to issue a refund in the amount of \$1,615.33 to Corelogic for an overpayment made on the 2nd quarter 2020 taxes for Block 39, Lot 29, 308 Hazel Avenue

A motion to adopt Resolution No. 73-2020 was made by Council President Ledrich and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 74-2020** - Authorizing the Tax Collector to issue a refund in the amount of \$1,170.70 to Navy Federal Credit Union for an overpayment made on the 4th quarter 2019 taxes for Block 19, Lot 28, 345 Highland Avenue

A motion to adopt Resolution No. 74-2020 was made by Councilman Murtaugh and seconded by Councilman Lawrence. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 75-2020** - Authorizing the Borough of Westville Tax Collector to prepare and mail estimated tax bills in accordance with P.L. 1994, C.7

A motion to adopt Resolution No. 75-2020 was made by Council President Ledrich and seconded by Councilman Lawrence. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 76-2020** - Authorizing the Placement of Property Maintenance Liens (information listed at the end of the agenda)

A motion to adopt Resolution No. 76-2020 was made by Councilman Murtaugh and seconded by Councilman Lawrence. *The motion was unanimously approved by roll call vote.*

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

BILLS & VOUCHERS: List of Bills:

A motion to dispense with reading of the bills was made by Councilman Lawrence and seconded by Councilman Mailley. *Motion unanimously approved by voice vote.*

A motion to pay all bills and vouchers that were in order, was made by Councilman Nordaby and seconded by Councilman Lawrence. *Motion was unanimously approved by roll call vote.*

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COMMUNICATIONS: None

PUBLIC PORTION: (Individuals must state their name and address for the record and respect the five minute time limit while addressing the Governing Body. Individuals waiting to speak need to wait for Administrator to unmute their microphone.)

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

- ❖ Bill Bittner, 317 Summit Avenue, congratulated Mayor Sims on his accomplishments and appointment to the position of Mayor

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

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:

- ❖ Administrator Giles congratulated Mayor Sims on his appointment and commented that today was the first day that multiple Administrative employees were in the office working full time and confirmed that Public Works employees are still being separated so that individuals can learn the workings of both towns.

Administrator Giles also acknowledged two employees (Kate Carroll and Public Works Manager Finger) for helping out residents by going to Shop-Rite for them to purchase food. Mayor Sims acknowledged the good deeds of the employees.

- ❖ Chief Whinna congratulated Mayor Sims on his appointment and advised that due to failing health, K9 officer Remi was euthanized after serving the Borough from 2009 to 2017. Mayor Sims offered his condolences to Sgt. Ewe and his family.
- ❖ Public Works Manager Finger congratulated Mayor Sims on his appointment.
- ❖ Engineer Vardaxis provided an update on the Hazel Avenue project and confirmed bid notices were sent out for the generator project for the Fire District and congratulated Mayor Sims on his appointment. Mayor Sims asked Engineer Vardaxis if the Borough applied for grants to which she replied that Engineer Bryson is working on obtaining grants for projects. Councilman Murtaugh asked if there were any updates on the Burr Avenue project and Engineer Vardaxis replied that Engineer Bryson is waiting for comments from the school and then it will be submitted to the Department of Transportation (DOT) for approval.
- ❖ Solicitor Scaffidi wished Mayor Sims the best.
- ❖ Council President Ledrich congratulated Mayor Sims on his appointment.

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COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS: *(continued)*

- ❖ Councilman Murtaugh advised that he and Councilman Mailley are looking into intercom systems for the Borough in addition to adding a physical barrier to keep to protect Borough employees. Councilman Murtaugh advised that cloth masks were being made available to Borough employees from the County of Gloucester. Councilman Murtaugh also discussed the June 15th opening of some businesses and discussed adopting a Resolution to ease Zoning laws for outdoor dining.

Motion to pass **Resolution No. 77-2020** - "Resolution temporarily relaxing existing Ordinances and procedures associated with review and approval for existing restaurants and food establishments and retail businesses for outdoor dining and outdoor displays and to provide assistance to local retail businesses under the current social distancing restrictions enacted in connection with the ongoing, coronavirus public health emergency and subject to the rescission and/or relaxation of the current 'stay at Home' executive order" was made by Councilman Murtaugh and seconded by Councilman Mailley. *The motion was unanimously approved by voice vote.*

Administrator Giles advised the Borough could also do an Ordinance.

Resident William Bittner of Summit Avenue inquired about how Liquor Licenses would be affected by the outdoor dining. Solicitor Scaffidi and Administrator Giles advised Mr. Bittner that they were already in contact with the State Alcohol, Beverage and Control board and would follow the guidelines established by that organization which included extending the renewal of Liquor Licenses until September 30, 2020 in addition to considering a long term social affairs permit to help businesses.

Introduction of:

Ordinance No. 7-2020 - Ordinance Authorizing Interim Zoning, pursuant to N.J.S.A. 40:55D-90(b) to allow for issuance of zoning permits, effective for a time period of 120 days to permit temporary outdoor restaurant seating and retail outdoor display sales areas at existing lawful businesses, subject to bulk zoning and construction code requirements and other outside agency approvals.

A motion to approve Ordinance No. 7-2020 was made by Councilman Murtaugh and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

Councilman Murtaugh asked Administrator Giles to contact the Borough's FEMA Coordinator to see what expenses have been incurred by the Borough for possible reimbursement of Claims. Discussion took place regarding possible expenses. Councilman Murtaugh also provided details on the Generator project at the Fire District.

Councilman Murtaugh asked if Council Members would consider changing council meeting dates to enable Engineer Bryson to attend the meetings. Councilman Murtaugh added that Solicitor Scaffidi is only available the 3rd Thursday of the month. Councilman Nordaby stated that he wanted to check his work schedule for his availability.

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COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS: *(continued)*

- ❖ Councilman Nordaby congratulated Mayor Sims on his appointment and thanked Marty and Kate for helping out the resident and offered his condolences to Sgt. Ewe on the loss of K9 Remi.
- ❖ Councilman Mailley congratulated Mayor Sims on his appointment.
- ❖ Councilman Lawrence congratulated Mayor Sims on his new position.
- ❖ Mayor Sims stated he was looking at the Personnel Policy specific to a “Social Media Policy” and didn’t see any details on the subject matter so asked Solicitor Scaffidi to research the issue.

Resident Bill Bittner, Summit Avenue, added comments to this issue.

- ❖ Mayor Sims asked Administrator Giles if he had any updates on the Rt. 295/Delsea Drive project (ramp). Administrator Giles commented that he contacted the State for details and has not yet received a response but would contact Council as soon as he receives the information. General discussion took place regarding the project.
- ❖ Councilman Murtaugh congratulated Mayor Sims on his appointment.
- ❖ Mayor Sims thanked everyone for their well wishes.
- ❖ Deputy Clerk Carroll congratulated Mayor Sims on his new position.

A motion to adjourn the meeting was made by Council President Ledrich and seconded by Councilman Nordaby. *Motion unanimously approved by voice vote.*

The meeting was adjourned at 8:23 p.m.

Respectively Submitted,

Kathleen Carroll

Kathleen Carroll
Deputy Municipal Clerk

Next Meeting Scheduled for July 6, 2020

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	\$215.32	5/20/20
45/1	Frances Silenzio	714 Gateway Blvd.	\$215.32	5/20/20
50/19	First York Financial	322 High Street	\$215.32	5/20/20