

BOROUGH OF WESTVILLE

Reorganization Meeting

165 Broadway

January 7, 2021

Meeting Minutes

The meeting was called to order by Mayor Fritz H. Sims, Jr. at 6:00 p.m. followed by the Salute and Pledge of Allegiance to the Flag.

The Deputy Clerk advised that this meeting had been duly advertised in accordance with the provisions of the "Open Public Meetings Act" by sending notice to the South Jersey Times and the Courier Post.

Invocation was given by Pastor Walter Mander of the Westville United Methodist Church

New Jersey Senate President Stephen M. Sweeney administered the Oath of Office to Mayor Fritz H. Sims, Jr. and Council Members Donna M. Domico and Charles D. Murtaugh

New Jersey Senate President Sweeney wished Mayor and Council a successful New Year and acknowledged the challenges Municipalities faced in 2020 and commented on Westville's good energy and encouraged council to continue on their positive path. Senator Sweeney also acknowledged the Fifth Legislative officials who were in attendance, Assemblyman Bill Moen and State Senator Nilsa Cruz Perez.

State Senator Nilsa Cruz Perez congratulated the newly elected and re-elected officials and acknowledged the hard work of council and stated she is looking forward to working with Westville officials. Assemblyman Bill Moen congratulated the newly elected officials and wished them and the Borough good luck in 2021 and commented on the State of New Jersey's COVID vaccination schedule web site. Mary from Congressman Norcross' office spoke on behalf of the Congressman to wish the Borough good luck in 2021 and reminded council that Congressman Norcross and his staff are available to help the Borough.

ROLL CALL

Mayor Fritz H. Sims, Jr., Council Members: Donna M. Domico, Travis R. Lawrence, Paul C. Mailley, Charles D. Murtaugh, Bruce Nordaby. Absent: Timothy P. Young.

Also in Attendance: Administrator/Clerk Ryan J. Giles, Deputy Clerk Kathleen Carroll, Public Works Superintendent Martin Finger, Engineer Jon Bryson, Police Chief William Whinna, and Solicitor Jeffrey Krachun. Solicitor Timothy Scaffidi joined the meeting while the session was in progress.

ITEMS OF BUSINESS - NOMINATION OF COUNCIL PRESIDENT:

- ❖ Councilman Nordaby made a motion to nominate Councilman Charles D. Murtaugh as Council President that was seconded by Councilman Mailley. *The motion was approved by voice vote with Council President Murtaugh abstaining from the vote.*

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OPEN MEETING TO THE PUBLIC FOR AGENDA ITEMS ONLY: Motion to open the meeting to the public for agenda items only was made by Council President Murtaugh, seconded by Councilman Mailley. *The motion was unanimously approved by voice vote.*

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

NEW BUSINESS

RESOLUTION NO. 1-2021

AUTHORIZING RESOLUTIONS OF CONSENT

A motion to approve Resolution No. 1-2021 was made by Councilwoman Domico and seconded by Councilman Lawrence. *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. 2-2021

ADOPTING A TEMPORARY BUDGET

RESOLUTION NO. 3-2021

NAMING BANK DEPOSITORIES

RESOLUTION NO. 4-2021

AUTHORIZING A PETTY CASH FUND

RESOLUTION NO. 5-2021

FIXING THE RATE OF INTEREST

RESOLUTION NO. 6-2021

DESIGNATING LEGAL PUBLICATIONS

RESOLUTION NO. 7-2021

ADOPTING ROBERTS RULES OF ORDER

RESOLUTION NO. 8-2021

EXECUTING PROFESSIONAL AGREEMENTS

RESOLUTION NO. 9-2021

APPOINTMENT OF A RISK MANAGEMENT CONSULTANT and AUTHORIZING THE MAYOR OR HIS DESIGNEE TO SIGN THE RISK MANAGEMENT AGREEMENT

RESOLUTION NO. 10-2021

DESIGNATING BOROUGH COUNCIL MEETING DATES

RESOLUTION NO. 11-2021

CHARGING YEAR END PENALTY ON TAXES, WATER OR SEWER THAT ARE DELINQUENT

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RESOLUTION NO. 12-2021	CASH MANAGEMENT PLAN FOR 2021
RESOLUTION NO. 13-2021	DESIGNATING INDIVIDUALS ACCESS TO EPL HOTLINE BY TELEPHONE
RESOLUTION NO. 14-2021	DESIGNATING TAX SEARCH/ASSESSMENT SEARCH OFFICER
RESOLUTION NO. 15-2021	DESIGNATING OPEN PUBLIC RECORDS REQUEST (OPRA) CUSTODIAN & DEPUTY CUSTODIAN OF RECORDS
RESOLUTION NO. 16-2021	OMIT FROM TAX SALE REAL PROPERTY EQUAL MONTHLY INSTALLMENTS
RESOLUTION NO. 17-2021	ISSUANCE OF DUPLICATE TAX SALE CERTIFICATE
RESOLUTION NO. 18-2021	AUTHORIZING A SERVICE CHARGE FOR RETURNED CHECKS
RESOLUTION NO. 19-2021	BIDDING BY MUNICIPAL OFFICERS AT TAX SALE
RESOLUTION NO. 20-2021	AUTHORIZING IN REM FORECLOSURE
RESOLUTION NO. 21-2021	AUTHORIZING PURCHASING UNDER STATE CONTRACTS
RESOLUTION NO. 22-2021	AUTHORIZING OFFICIALS TO FILE PROOF OF CLAIMS FORMS WITH THE UNITED STATES BANKRUPTCY COURT
RESOLUTION NO. 23-2021	AUTHORIZING A TAX SALE PURSUANT TO N.J.S.A. 54:5-19
RESOLUTION NO. 24-2021	APPOINTING A FUND COMMISSIONER AND ALTERNATE FUND COMMISSIONER FOR THE TRICO JIF
RESOLUTION NO. 25-2021	APPOINTMENT OF BOROUGH OFFICIALS
RESOLUTION NO. 26-2021	APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER-AFFIRMATIVE ACTION
RESOLUTION NO. 27-2021	AUTHORIZING AGREEMENT WITH "VIRTUA AT WORK"

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| RESOLUTION NO. 28-2021 | AUTHORIZING THE TAX COLLECTOR TO PROCESS, WITHOUT FURTHER ACTION ON THE PART OF THE GOVERNING BODY, THE CANCELLATION OF ANY PROPERTY TAX OR DELINQUENCY, OR CHARGES AND FEES IMPOSED BY THE MUNICIPALITY OF LESS THAN \$10.00 |
| RESOLUTION NO. 29-2021 | AUTHORIZING THE TAX COLLECTOR TO CHARGE A FEE FOR EACH TAX SALE NOTICE, OR MAILING IN LIEU OF TWO PUBLICATIONS, COSTS OF WHICH SHALL BE ADDED TO THE COST OF THE SALE, NOT TO EXCEED \$25 FOR EACH SET OF NOTICES AS PERMITTED BY N.J.S.A. 54:5-26 |
| RESOLUTION NO. 30-2021 | AUTHORIZING DISALLOWANCES FOR SENIOR CITIZENS/WIDOWS/DISABILITY PROPERTY TAX DEDUCTIONS |
| RESOLUTION NO. 31-2021 | AUTHORIZING END OF YEAR CREDITS FOR SENIOR CITIZENS/WIDOWS/DISABILITY AND VETERAN EXEMPTIONS |
| RESOLUTION NO. 32-2021 | CIVIL RIGHTS POLICY |

A motion to approve Resolutions Nos. 2-32, 2021 was made by Councilwoman Domico and seconded by Councilman Lawrence. *The motion was unanimously approved by roll call vote*

END CONSENT AGENDA

PUBLIC COMMENT: Motion to open the meeting to the public was made by Councilman Mailley and seconded by Councilman Lawrence. *The motion was unanimously approved by voice vote.*

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

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COMMENTS FROM THE GOVERNING BODY AND DEPARTMENT HEADS

- ❖ Administrator Giles congratulated the newly sworn in officials and commented he was looking forward to working with them in 2021. Administrator Giles admitted 2020 was a challenging year and acknowledged the hard work of department heads (Chief Whinna and Public Works Manager Marty Finger). Administrator Giles also acknowledged Tax Collector Nicole O'Hara and Deputy Clerk Kate Carroll for a job well done in 2020.
- ❖ Chief Whinna congratulated the newly sworn in officials and stated he was looking forward to working with everyone in 2021.
- ❖ Solicitor Krachun congratulated the council members that were just sworn in and stated he was looking forward to working with everyone.
- ❖ Engineer Bryson congratulated the newly sworn in officials and thanked Mayor and Council for the reappointment.
- ❖ Public Works Manager Finger congratulated the newly sworn in officials and stated he looked forward to a new year.
- ❖ Council President Murtaugh thanked Senate President Stephen Sweeney for swearing in the officials and stated he was looking forward to working with Senator Cruz Perez and Assemblyman Moen on solving some of the flooding issues in the Borough. Council President Murtaugh also acknowledged some of the professionals in attendance and congratulated the newly sworn in officials and discussed the possible sale of the old Mars Graphics property.
- ❖ Councilman Mailley congratulated the newly sworn in officials and stated he looked forward to a new year and the possibility of updating security at Thomas West Park.
- ❖ Councilman Nordaby asked Solicitor Krachun if there is anyway an Ordinance could be adopted to put penalties into the system for juveniles who vandalize Borough property. Solicitor Krachun commented that it is a challenge to prosecute juveniles in municipal court systems. Solicitor Scaffidi provided input on prosecuting juveniles and stated he could research the issue. A discussion took place regarding juvenile vandalism and how it is being managed in the Borough of Glassboro. Councilman Nordaby also talked about the 9/11 Memorial and the installation of the Tower beams at Thomas West Park. Councilman Nordaby also asked for the status on the demolition of the old Borough Hall and Administrator Giles and Public Works Superintendent Finger provided an update. Councilman Nordaby congratulated the newly elected officials.
- ❖ Councilwoman Domico congratulated the newly sworn in officials and stated she's excited to help facilitate some of the Borough's projects and thanked the residents for voting for her.

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COMMENTS FROM THE GOVERNING BODY AND DEPARTMENT HEADS *(Continued)*

- ❖ Councilman Lawrence provided an update on using PSE&G polls for banners and stated he hopes for a better 2021. Councilman Lawrence congratulated everyone and advised he was looking forward to working with everyone.
- ❖ Deputy Clerk Carroll mentioned the new door that was installed at 165 Broadway and congratulated the newly sworn in officials. Discussion also took place regarding replacing the doors at 1035 Broadway (Community Center).
- ❖ Steve Bach, President of Bach and Associates wished everyone a happy 2021.
- ❖ Solicitor Scaffidi congratulated the newly sworn in officials and thanked council for the reappointment.

COMMENTS FROM MAYOR SIMS

- ❖ Mayor Sims thanked all the dignitaries in attendance and Council President Murtaugh and Councilwoman Domico for their council appointments and also thanked the residents for voting for him. Mayor Sims thanked all department heads and Borough employees for all their hard work and talked about the challenges that were faced in 2020, especially with the COVID-19 pandemic.

Mayor Sims discussed the difficulties the Borough faced in 2020 that included changing council meetings from “live” sessions to “online Zoom” meetings and that as a result of COVID-19, popular municipal public events were canceled. Mayor Sims advised a “Safe Exchange Parking Spot” was created to aid residents with online exchanges and child custody arrangements. (The parking spot is under 24-hour surveillance and is located in the parking lot of the Police Department by the fence line where the police vehicles are located.) Mayor Sims also discussed projects taken on by the Public Works Department that helped save money by completing the tasks in-house and highlighted a major change in 2020 that included the successful merger of the Brooklawn and Westville Public Works Departments as well as creating a new Westville trash route. Mayor Sims mentioned the award of a State grant that was used to repave Hazel Avenue and confirmed the Borough will search out grants for other Borough projects. Mayor Sims stressed the Borough will continue to welcome new businesses to town and that Westville joined the Gloucester County Chamber of Commerce to help revitalize the downtown area. Mayor Sims affirmed the Borough will be persistent in working with State Officials to address flooding issues in the municipality and advised the Borough has hired a marketing firm to assist with marketing and promoting the Borough, along with rebranding and redesign of the web site. In conclusion, Mayor Sims disclosed the old Municipal building at 114 Crown Point Road was scheduled for demolition by the end of January and that the Borough will create a Town Watch Committee and was looking for residents to volunteer.

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BENEDICTION by made by Pastor Walter Mander of the Westville United Methodist Church

A motion to adjourn the meeting was made by Council President Murtaugh and seconded by Councilwoman Domico. *Motion unanimously approved by voice vote.*

The meeting was adjourned at 7:15 p.m.

Respectively Submitted,

Kathleen Carroll

*Kathleen Carroll
Deputy Municipal Clerk*

Next Meeting - January 21, 2021 via zoom at 7 p.m.