

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

December 17, 2020

Meeting Minutes

Mayor Fritz H. Sims, Jr. called the December 17, 2020 council meeting to order at 7:00 p.m.

The **Pledge of Allegiance** was recited

The Municipal Clerk read the notice. Adequate notice of this meeting has been given by notifying the South Jersey Times and the Courier Post and 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 December 4, 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 Members: Donna M. Domico, Travis R. Lawrence, Charles D. Murtaugh, Bruce Nordaby, Paul C. Mailley and Timothy P. Young. Administrator/Municipal Clerk Ryan J. Giles, Deputy Clerk Kathleen Carroll, Public Works Manager Martin Finger, Engineer Jon Bryson, Police Lt. Michael Packer and Solicitor Timothy Scaffidi.

MEETING MINUTES: Meeting minutes from the November 5, 2020 Special Council Meeting and the Regular and Executive minutes from the November 19, 2020 meeting were approved by Councilman Lawrence and Councilwoman Domico. *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, seconded by Councilman Mailley. *The motion was unanimously approved by voice vote.*

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

COMMITTEE REPORTS FOR NOVEMBER 2020

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

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OLD BUSINESS:

❖ **Public Hearing:**

(2nd Reading – Introduced November 19, 2020)

Ordinance 12-2020 – An Ordinance authorizing the execution of an Agreement of Sale between the Borough of Westville and the State of New Jersey by the Commissioner of Transportation for conveyance of a portion of block 11, lot 1 owned by the Borough for the Route 130 bridge over Big Timber Creek project (Project #NHP-0130(325))

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

A motion to adopt Ordinance No. 12-2020 was made by Council President Murtaugh and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

NEW BUSINESS:

BIDS were received by the Deputy Clerk for AccuTab SI Tablets and CES PACL 900S on December 4, 2020 for 2021 Water Purification. The bids are as follows:

AccuTab SI Tablets <i>(bid by Univar)</i>	\$139.20/pail (Borough’s estimated purchase – approximately 24 pails per month)
CES PACL 900S <i>(bid by Coyne Chemical)</i>	\$248.34/drum (Borough’s estimated purchase – approximately 84-100 drums for the year)

❖ **RESOLUTION No. 121-2020** – Awarding the lowest bid for AccuTab SI Tablets for 2021 to Univar (\$139.20/pail)

A motion to adopt Resolution No. 121-2020 was made by Councilwoman Domico and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

❖ **RESOLUTION No. 122-2020**– Awarding the lowest bid for CES-PACL 900S for 2021 to Coyne Chemical (\$248.34/drum)

A motion to adopt Resolution No. 122-2020 was made by Councilman Mailley and seconded by Council President Murtaugh. *The motion was unanimously approved by roll call vote.*

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- ❖ **RESOLUTION No. 123-2020** – Approving participation with the Department of Law and Public Safety, State of New Jersey, in an Emergency Management Agency Assistance (EMAA) subaward

A motion to adopt Resolution No. 123-2020 was made by Councilwoman Domico and seconded by Councilman Young. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 124-2020** – Authorizing Budget Appropriation Transfers

A motion to adopt Resolution No. 124-2020 was made by Councilman Nordaby and seconded by Councilwoman Domico. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 125-2020** – Authorizing Execution of a Shared Services Agreement between the Borough of Westville and the Borough of Brooklawn relative to the services of an Administrator for the Borough of Westville

A motion to adopt Resolution No. 125-2020 was made by Councilwoman Domico and seconded by Councilman Mailley. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 126-2020** – Approving Change Order No. 1-Final – FY2019 for the Reconstruction of Hazel Avenue

A motion to adopt Resolution No. 126-2020 was made by Councilman Nordaby and seconded by Councilman Young. *The motion was unanimously approved by roll call vote.*

- ❖ **RESOLUTION No. 127-2020** – Approving Change Order No. 1-Final – FY2018, Water Main Replacement project

A motion to adopt Resolution No. 127-2020 was made by Councilwoman Domico and seconded by Council President Murtaugh. *The motion was unanimously approved by roll call vote.*

Council President Murtaugh asked Engineer Bryson if the crack at Crown Point Road near the railroad tracks at the Valve has been repaired. Engineer Bryson had technical difficulties but Public Works Superintendent Finger added that it has not yet been fixed. When Engineer Bryson returned to the meeting he stated it was his understanding that the issued was fixed but will follow up.

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

BILLS & VOUCHERS:

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

COMMUNICATIONS:

- Letter from PSE&G regarding their Application for an Extension of Freshwater Wetlands General Permit Number 1

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PUBLIC PORTION:

Councilman Mailley motioned to open the meeting to the public, Councilman Young seconded his motion that was approved by the entire Council.

- ❖ Wendy Baxter, 10 Third Avenue, asked when the results of the surveys would be discussed and was informed by Mayor Sims that Council is reviewing the results and are not prepared to discuss them at this time.

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

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:

- ❖ Administrator Giles wished everyone Happy Holidays and thanked employees and department heads for following the COVID guidelines and thanked Council for the appointment.
- ❖ Solicitor Scaffidi advised he spoke with the attorney for the Broadway Apartment Complex and advised him that the Borough is not prepared to move forward with taking over the land at the back of the property. Solicitor Scaffidi also advised that the attorney commented that when the Borough is ready to move forward to contact him.
- ❖ Engineer Bryson advised there was no construction activity at this time but wished everyone a Merry Christmas and Happy New Year.
- ❖ Chief Whinna wished everyone a Merry Christmas and Happy New Year.
- ❖ Public Works Superintendent Finger provided an update on the old police building demolition project by stating the contractor left equipment at the location so he was hopeful the project will start very soon and wished everyone a Merry Christmas and Happy Holidays. Public Works Superintendent Finger also provided a brief explanation on the letter scheduled to be delivered to all water customers regarding an NJDEP reporting deadline. A general discussion took place regarding providing reports to the NJDEP.
- ❖ Council President Murtaugh wished everyone a Merry Christmas and Happy New Year.
- ❖ Councilman Mailley wished everyone Happy Holidays and thanked the Public Works department for helping Santa go through the neighborhood.
- ❖ Councilman Nordaby asked about the language changes to the Fireworks contract and Deputy Clerk Carroll stated she had that on her desk and will connect with the company on possible language changes regarding a full refund. Councilman Nordaby also discussed the damage to the Christmas Tree in the Park and possibly moving it to another location and wished everyone a Merry Christmas and Happy New Year.

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

- ❖ Councilman Lawrence wished everyone a happy and safe Holiday season.
- ❖ Councilwoman Domico wished everyone a Merry Christmas and Happy New Year.
- ❖ Councilman Young wished everyone a Merry Christmas and Happy New Year.
- ❖ Mayor Sims thanked the Celebrations Committee for organizing the Virtual Tree Lighting and Ben Carotenuto for recording the event. Mayor Sims mentioned the “Returning the Favor” show that was uploaded to Facebook and advised he received a call from a business owner regarding placing lights along Broadway to draw customers and passed the information along to Councilman Lawrence, who is the chair for the Planning & Business Development committee. Mayor Sims commented he will be attending a meeting on Friday, along with other Borough officials, to discuss connecting water between Westville and the Borough of Brooklawn and thanked Brooklawn’s Mayor Branella for organizing the meeting. Mayor Sims also discussed his idea to have work sessions so Council agreed to meet on the first Tuesday of each month (starting February) with a 7:00 p.m. start time. Mayor Sims also wished everyone a Merry Christmas and Happy New Year.

A motion to adjourn the meeting was made by Councilman Mailley and seconded by Councilwoman Domico and her motion carried unanimously by voice vote.

The meeting was adjourned at 8:20 p.m.

Respectively Submitted,

Kathleen Carroll

Kathleen Carroll
Deputy Municipal Clerk

*Next Council Meeting Scheduled for
Thursday, January 7, 2021 at 6 p.m. – Reorganization Meeting*

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BOROUGH OF WESTVILLE
Check Register By Check Date

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Range of Checking Accts: First to Last Range of Check Dates: 11/20/20 to 12/31/20
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
AGENCY					
2284	12/10/20	NAT15 NATIONWIDE RETIREMENT SOLUTION	410.00		6139
2285	12/16/20	NAT15 NATIONWIDE RETIREMENT SOLUTION	410.00		6142
2286	12/16/20	PBA01 PBA LOCAL 122	780.00		6142
2287	12/16/20	WES07 WESTVILLE CURRENT ACCOUNT	8,178.26		6142

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
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Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
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CAPITAL 1ST COL CAPITAL - 1ST COLONIAL					
1718	12/16/20	ACK01 MARTIN A. ACKLEY ASSOC., INC.	1,200.00		6146
1719	12/16/20	ANT02 ANTEAGROUP	1,724.19		6146
1720	12/16/20	FED03 FEDERICI & AKIN PA	402.00		6146

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
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CURRENT - 1ST CURRENT - 1ST COLONIAL					
29106	12/01/20	FIR04 FIRST COLONIAL COMMUNITY BANK	3,515.00		6137
29107	12/01/20	CAR11 KATHLEEN CARROLL	1,330.59		6138
29108	12/10/20	AME05 SOUTHERN NJ EMP. BENEFITS FUND	42,493.00		6140
29109	12/10/20	COM14PW COMCAST BUSINESS	101.26		6140
29110	12/10/20	DVA01 dVAULT COMPANY, INC.	988.99		6140
29111	12/10/20	GAT01 GATEWAY BOARD OF EDUCATION	249,683.75		6140
29112	12/10/20	MET01 MET LIFE	1,952.00		6140
29113	12/10/20	VER03 VERIZON	797.66		6140
29114	12/10/20	WES05 WESTVILLE BOARD OF EDUCATION	238,097.66		6140
29115	12/10/20	WES10 WESTVILLE FIRE DISTRICT NO. 1	41,596.13		6140
29116	12/16/20	ACT02 ACTION UNIFORM COMPANY	873.00		6143
29117	12/16/20	ADV05 ADVANCE AUTO PARTS, INC	24.59		6143
29118	12/16/20	AM01 A&M PRODUCTS	1,635.00		6143
29119	12/16/20	ATL06 ATLAS FLASHER & SUPPLY CO., INC	140.00		6143
29120	12/16/20	ATT02 AT& T MOBILITY	1,485.84		6143
29121	12/16/20	AUT03 AUTO & TRUCK PARTS OF DEPTFORD	27.78		6143
29122	12/16/20	AUT05 AUTO ZONE, INC	1,363.06		6143
29123	12/16/20	BEA01 BEAVERBROOK MOTORS, INC.	375.00		6143
29124	12/16/20	BEA02 STEVE BEACH	175.00		6143
29125	12/16/20	BLU02 Blue Wave Concepts, LLC	200.00		6143
29126	12/16/20	BUD01 BUD'S AUTO & TRUCK REPAIR, INC	541.78		6143
29127	12/16/20	CAM01 CAMPBELL LOCK & SAFE, INC	2,850.00		6143
29128	12/16/20	CAR04 CARR'S HARDWARE, INC.	18.99		6143
29129	12/16/20	CAR11 KATHLEEN CARROLL	6,749.90		6143
29130	12/16/20	CAS03 CASCADE ENGINEERING INC.	2,665.00		6143
29131	12/16/20	COM11 COMCAST BUSINESS	379.84		6143
29132	12/16/20	COM14 COMCAST BUSINESS	1,093.33		6143
29133	12/16/20	COPO2 STEVE COPE	2,000.00		6143
29134	12/16/20	CRY01 CRYSTAL SPRINGS	174.34		6143

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
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29137	12/16/20	ENG03 ENGINEERED HYDRAULICS, INC.	294.07		6143
29138	12/16/20	EXP02 EXPERT TREE SERVICE, INC.	2,400.00		6143
29139	12/16/20	FED02 FED EX	168.78		6143
29140	12/16/20	FED03 FEDERICI & AKIN PA	155.00		6143
29141	12/16/20	FLE02 FlexFacts	50.00		6143
29142	12/16/20	FLE03 FLEETPRIDE	52.60		6143
29143	12/16/20	GIL05 RYAN J. GILES	426.45		6143
29144	12/16/20	GLO02 COUNTY OF GLOUCESTER-TAXES	1,539.85		6143
29145	12/16/20	GLO20 GLOUCESTER PLUMBING SUPPLY	30.76		6143
29146	12/16/20	GRE06 GREAT AMERICAN FINANCIAL SVCS	197.96		6143
29147	12/16/20	HAR07 HARDENBERGH INS GROUP, INC	107.50		6143
29148	12/16/20	HAR11 J. HARTE ASSOCIATES, LLC	1,859.73		6143
29149	12/16/20	HUB01 LAWRENCE L. HUBERT	600.00		6143
29150	12/16/20	IAN01 JOHN C. IANNELLI, ESQ	100.00		6143
29151	12/16/20	JER06 JERSEY ARCHITECTURAL DOOR	7,465.00		6143
29152	12/16/20	KIM01 KIMBALL MIDWEST	33.96		6143
29153	12/16/20	LAW01 LAWREN SUPPLY COMPANY, INC	7,206.08		6143
29154	12/16/20	LOM01 GARY H. LOMANNO	1,041.66		6143
29155	12/16/20	LOW01 LOWE'S BUSINESS ACCOUNT	868.51		6143
29156	12/16/20	MAJ01 MAJESTIC OIL COMPANY, INC.	31.74		6143
29157	12/16/20	MET02 METROPOLITAN COMPOUNDS, INC.	1,650.00		6143
29158	12/16/20	MGL01 MGL PRINTING SOLUTIONS, INC.	545.00		6143
29159	12/16/20	NEB02 SHERRI NEBEL	100.00		6143
29160	12/16/20	NJP03 NEW JERSEY PLANNING OFFICIALS	177.00		6143
29161	12/16/20	OHA01 NICOLE O'HARA	100.00		6143
29162	12/16/20	OLD01 OLD DOMINION BRUSH, INC.	1,297.40		6143
29163	12/16/20	PED01 PEDRONI FUEL COMPANY, INC.	3,594.24		6143
29164	12/16/20	PRI07 Primepoint, LLC	673.10		6143
29165	12/16/20	PUB02 PUBLIC SERVICE ELECTRIC & GAS	10,288.58		6143
29166	12/16/20	REC05 RTS RecycleRewards, LLC	1,500.00		6143
29167	12/16/20	RRD01 RR DONNELLEY	147.00		6143
29168	12/16/20	SAI01 SAINT FRANCIS VETERINARY CARE	158.32		6143
29169	12/16/20	SOU07 SOUTH JERSEY NEWSPAPERS CO. INC	420.30		6143
29170	12/16/20	TAR06 TARRACHS SERVICE CENTER	380.15		6143
29171	12/16/20	TIR02 TIRE CORRAL OF AMERICA	1,871.62		6143
29172	12/16/20	USA01 USA BLUEBOOK	722.51		6143
29173	12/16/20	VER03 VERIZON	49.95		6143
29174	12/16/20	VER07 VERIZON WIRELESS	378.88		6143
29175	12/16/20	VIR02 Virtua At Work Washington Twp	117.80		6143
29176	12/16/20	WES10 WESTVILLE FIRE DISTRICT NO. 1	1,539.85		6143
29177	12/16/20	WOR02 WORK 'N GEAR, LLC	1,063.48		6143
29178	12/16/20	ZEL01 ZELLER & WIELICZKO, LLP	3,646.20		6143
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401	12/16/20	BAC02 BACH ASSOCIATES, P.C.	475.00		6145

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
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10138	12/10/20	COM14PW COMCAST BUSINESS	100.00		6141
10139	12/10/20	HAR08 THE HARTFORD-PRIORITY ACCOUNTS	101.40		6141
10140	12/10/20	MET01 MET LIFE	836.13		6141
10141	12/16/20	AME02 AMERICAN BITUMINOUS COMPANY	865.50		6144
10142	12/16/20	ARA02 ARAMARK, INC.	554.71		6144
10143	12/16/20	CAR04 CARR'S HARDWARE, INC.	62.76		6144
10144	12/16/20	CAR10 CARUS LLC	1,112.63		6144
10145	12/16/20	COM14 COMCAST BUSINESS	111.74		6144
10146	12/16/20	CON06 CONTRACTOR SERVICE, INC.	1,101.83		6144
10147	12/16/20	COR04 CORE & MAIN, LP	1,300.00		6144
10148	12/16/20	COY01 GEORGE S. COYNE CHEMICAL, INC	5,044.96		6144
10149	12/16/20	EAS05 EASTERN SALT COMPANY, INC.	2,333.40		6144
10150	12/16/20	ENV02 ENVIRONMENTAL RESOURCE ASSOC.	632.00		6144
10151	12/16/20	HAC01 HACH COMPANY	1,076.99		6144
10152	12/16/20	ONE01 ONE CALL CONCEPTS, INC.	36.46		6144
10153	12/16/20	PAY02 PAYROLLFORMS.COM	64.55		6144
10154	12/16/20	PIO02 PIONEER PIPE CONTRACTING, INC	7,140.00		6144
10155	12/16/20	PUB02 PUBLIC SERVICE ELECTRIC & GAS	3,133.91		6144
10156	12/16/20	SOU15 SOUTH JERSEY WATER TEST, LLC	3,105.00		6144
10157	12/16/20	USA01 USA BLUEBOOK	216.48		6144
10158	12/16/20	WOR02 WORK 'N GEAR, LLC	548.30		6144
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WATER CAP - 1ST WATER CAPITAL - 1ST COLONIAL					
572	12/16/20	FED03 FEDERICI & AKIN PA	1,234.50		6147
573	12/16/20	PIO02 PIONEER PIPE CONTRACTING, INC	83,398.01		6147
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Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	652,373.57	3,515.00	0.00	655,888.57
WATER UTILITY	0-05	47,689.75	0.00	0.00	47,689.75
	Year Total:	700,063.32	3,515.00	0.00	703,578.32
	A-16	9,778.26	0.00	0.00	9,778.26
	C-04	3,326.19	0.00	0.00	3,326.19
	C-06	84,632.51	0.00	0.00	84,632.51
	Year Total:	87,958.70	0.00	0.00	87,958.70
	E-15	475.00	0.00	0.00	475.00
	G-02	3,048.24	0.00	0.00	3,048.24
Total of All Funds:		801,323.52	3,515.00	0.00	804,838.52