



BOROUGH OF WESTVILLE
Regular Council Meeting
165 Broadway
July 27, 2026
Agenda

Fritz H. Sims, Jr., Mayor
Council Members:
Joe Bobiak
Donna M. Domico
Travis R. Lawrence
Mandi McCullough
Bruce Nordaby
Tracy Van Acker

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC NOTICE

In compliance with the "Open Public Meetings Act," Chapter 231, P.L. 1975, adequate notice of this meeting has been provided in the following manner: the annual notice was forwarded to the official Borough newspapers and was posted in the Westville Municipal Building and web site. All notices are on file with the Borough Clerk.

ROLL CALL

PROCLAMATION - to recognize Sergeant Brian Ewe's retirement to be read by Council Member Lawrence

MEETING MINUTES:

June 22, 2026 - Council and Executive Session Meeting Minutes

Motion _____ *Second* _____ (vv)

PUBLIC COMMENT ON AGENDA ITEMS ONLY

Motion to Open _____ *By* _____ *Sec.* _____ (vv)
Motion to Close _____ *By* _____ *Sec.* _____ (vv)

COUNCIL COMMITTEE REPORTS

Motion _____ *Second* _____ (vv)

COMMITTEE UPDATES FROM CHAIRPERSON

Celebration of Public Events

Council Members: Lawrence (C), Nordaby, McCullough

Finance and Accounting

Council Members: Nordaby (C), Lawrence, Van Acker

Ordinance and Code Enforcement

Council Members: Van Acker (C), Domico, Nordaby

Personnel-Contracts

Council Members: Domico (C), Nordaby, Lawrence

Redevelopment Liaison

Council Members: Nordaby (C), Domico, Lawrence

Planning & Business Development

Council Members: Lawrence (C), McCullough, Nordaby

Public Buildings, Grounds/Parks & Playgrounds

Council Members: Bobiak (C), Domico, McCullough

Public Safety & Municipal Court

Council Members: Nordaby (C), Domico, Lawrence

Water/Sewer/Highway/Street

Council Members: Domico (C), McCullough, Van Acker

Municipal Alliance

Council Members: McCullough (C), Van Acker, Bobiak

OLD BUSINESS

Adoption of:

ORDINANCE No. 8-2026 - An Ordinance Amending Chapter 254 Peddling and Soliciting, Article II Solicitors and Canvassers, in the Code of the Borough of Westville

Motion to Open _____ *By* _____ *Sec.* _____ (vv)

Motion to Close _____ *By* _____ *Sec.* _____ (vv)

Motion to Adopt Ordinance 8

_____ *By* _____ *Sec.* _____ (rcv)

Agenda

OLD BUSINESS (continued)

Adoption of:

ORDINANCE No. 9-2026 – An Ordinance by the Borough of Westville in Gloucester County, New Jersey Amending Chapter 205, Land Use Development, Article VIII, C-3 Business District, Section 205-48, Use Regulations, Section A, Permitted and Conditional Uses, Subsection 2, Conditional Uses of the Code Book of the Borough of Westville

Motion to Open _____ *By* _____ *Sec.* _____ (vv)

Motion to Close _____ *By* _____ *Sec.* _____ (vv)

Motion to Adopt Ordinance 9

_____ *By* _____ *Sec.* _____ (rcv)

NEW BUSINESS

Reintroduction of:

ORDINANCE No. 9-2026 – An Ordinance Amending Ordinance No. 9-2026 by the Borough of Westville in Gloucester County, New Jersey Amending Chapter 205, Land Use Development, Article VIII, C-3 Business District, Section 205-48, Use Regulations, Section A, Permitted and Conditional Uses, Subsection 2, Conditional Uses of the Code Book Of The Borough Of Westville

Motion _____ *Second* _____ (rcv)

RESOLUTION CONSENT AGENDA

All matters listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the governing body requests that an item be removed for separate consideration. If discussion is requested, the item will be removed from the Consent Agenda and considered separately.

RESOLUTION No. 97-2026 – Authorizing approval of the Bill List for July 27, 2026

RESOLUTION No. 98-2026 – Authorizing the Placement of Property Maintenance Liens

RESOLUTION No. 99-2026 – Appointment of Sydney Johnson to the Positions of Deputy Municipal Clerk, Treasurer, and Deputy Registrar for the Borough of Westville

RESOLUTION No. 100-2026 – Appointment of a Claims Coordinator and Alternate Claims Coordinator for the TRICO JIF

RESOLUTION No. 101-2026 – Designating Managerial Individuals Who Have Access to EPL Hotline

RESOLUTION No. 102-2026 – Requesting Approval of Items of Revenue and Appropriation N.J.S.A. 40A: 4-87 for \$2,000 (2026 Sustainable Jersey Grants Program)

RESOLUTION CONSENT AGENDA

Motion to Adopt Resolutions Numbers 97 through 102

Motion _____ *Second* _____ (rcv)

END OF RESOLUTION CONSENT AGENDA

Agenda

NEW BUSINESS (continued)

RESOLUTION No. 103-2026 – Resolution Endorsing the Approval to Submit a Grant Application & Execute a Grant Contract with the New Jersey Department of Transportation for Local Aid for the Reconstruction of Oak Avenue

Motion _____ Second _____ (rcv)

RESOLUTION No. 104-2026 – Approving Change Order No. 1 (Final) for the Westville Police Station & Municipal Building Repairs

Motion _____ Second _____ (rcv)

RESOLUTION No. 105-2026 – Resolution of the Borough of Westville, County of Gloucester, and State of New Jersey, Authorizing the De-Obligation of USDA Grant Funds for the FY 2024 ECWAG PFNA Remediation Project

Motion _____ Second _____ (rcv)

RESOLUTION No. 106-2026 – Resolution of the Borough of Westville, County of Gloucester, and State of New Jersey, in Support of the Location and Operation of a Class 2 Cannabis Manufacturing Facility by Irie Mentality LLC

Motion _____ Second _____ (rcv)

RESOLUTION No. 107-2026 – Resolution of the Borough of Westville Confirming Sale of Vacant Land to Hector Ramirez for Borough Owned Vacant Land Known as Block 59, Lot 16, for the Total Sum of \$25,000.00

Motion _____ Second _____ (rcv)

LETTER of retirement submitted by Kathleen Carroll from her position as Deputy Clerk, effective June 30, 2026.

Motion _____ Second _____ (vv)

LETTER of resignation submitted by Zachary Possoff from his position as Laborer within the Department of Public Works, effective July 17, 2026.

Motion _____ Second _____ (vv)

ITEMS OF DISCUSSION

National Park Service River Town Review Project for Big Timber Creek presented by Russell Burt
Capital Plan to be discussed by Administrator Giles

COMMUNICATIONS

Letter of appreciation from the South Jersey Pontiac Club for allowing them to host the Westville Waterfront Car Show

Agenda

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 wanting to speak need to wait for the Mayor to acknowledge them, once acknowledged, individuals must speak into the microphone and address their questions to the Mayor.)

Motion to Open _____ *By* _____ *Sec.* _____ (vv)
Motion to Close _____ *By* _____ *Sec.* _____ (vv)

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS

ADJOURNMENT

Motion _____ *Second* _____ (vv)

Next meeting
Monday, August 24, 2026



Proclamation

Honoring

Brian Ewe

WHEREAS, Sergeant Brian Ewe began his distinguished law enforcement career with the Westville Police Department in 2001 as a Patrolman; and

WHEREAS, during his early years of service, Sergeant Ewe served as a valued member of the Gloucester County SWAT Team from 2004 to 2009, demonstrating courage, skill, and commitment to public safety; and

WHEREAS, in 2009, while serving as a Patrolman, Sergeant Ewe became the first K-9 officer in the history of the Westville Police Department, partnering with K-9 Remi to conduct numerous investigations and effect multiple criminal apprehensions from 2009 through 2017; and

WHEREAS, in 2017, Sergeant Ewe was assigned to the position of Detective and simultaneously served on the Gloucester County Narcotics Task Force from 2017 to 2019, further contributing to regional law enforcement efforts; and

WHEREAS, in 2019, Sergeant Ewe was promoted to the rank of Patrol Sergeant, where he continued to serve with professionalism and leadership for the remainder of his career; and

WHEREAS, throughout his tenure, Sergeant Ewe served as a dedicated firearms instructor, consistently sharing his expertise, mentoring fellow officers, and ensuring they approached each call with tactical awareness and professionalism; and

WHEREAS, Sergeant Ewe earned several distinguished service awards in recognition of his dedication, skill, and commitment to excellence; and

NOW, THEREFORE, BE IT PROCLAIMED, that after 25 years of service, the Governing Body of the Borough of Westville does hereby recognize and honor Sergeant Brian Ewe for his outstanding service to the community and extend their sincere gratitude and best wishes upon his retirement; and

IN WITNESS WHEREOF, we have hereunto set our hands and caused the Seal of the Borough of Westville to be affixed this 27th day of July 2026.

Fritz H. Sims, Jr.
Mayor

BOROUGH OF WESTVILLE

Regular Council Meeting

165 Broadway

June 22, 2026

Meeting Minutes

Mayor Sims called the June 22, 2026, meeting to order at 6:00 pm

The **Pledge of Allegiance** was recited

The Deputy Treasurer read the notice. Adequate notice of this meeting has been provided in accordance with the requirements of the New Jersey Open Public Meetings Act. Notice of the date, time, and location of this meeting was properly advertised, posted in a public place, and filed with the Office of the Municipal Clerk.

Roll Call was Answered by: Mayor Fitz H. Sims, Jr., Council Members: Joe Bobiak, Donna Domico, Travis Lawrence, Bruce Nordaby and Tracy Van Acker

Absent: Council Member Mandi McCullough

Also Present: Solicitor Timothy Scaffidi, Administrator/Municipal Clerk Ryan Giles, Deputy Treasurer Sydney Johnson, Public Works Superintendent Marty Finger, Police Chief Michael Packer and Engineer Jon Bryson

Oath of Office: Mayor Sims swore in Thomas Curl as a Sergeant in the Westville Police Department.

Sale of Vacant Land: Solicitor Scaffidi facilitated the public sale for Block 59, Lot 16, address 235 Edgewater Avenue, first citing that proper advertisement and notice for such had been made. The highest offer was made by Hector Ramirez of 749 Tacoma Blvd. in the amount of \$25,000. Solicitor Scaffidi opens the motion to approve the sale to Mr. Ramirez subject to the conditions of the sale, Councilwoman Domico makes the motion, Council President Nordaby seconds the motion, and the motion was carried with unanimous voice vote.

MEETING MINUTES: Minutes from the meetings listed below were approved by Council Member Van Acker, seconded by Council Member Lawrence and the motion was carried by a unanimous voice vote.

May 18, 2026 - Regular Meeting Minutes

May 18, 2026 - Executive Session Minutes

May 26, 2026 - Regular Meeting Minutes

Meeting Minutes

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 Member Domico, seconded by Council Member Lawrence and the motion was carried by a unanimous voice vote.

There were no Public Comments

Council President Nordaby motioned to close the meeting to the public, seconded by Council Member Bobiak, and the motion was carried by a unanimous voice vote.

COMMITTEE REPORTS FOR MAY 2026

A motion to approve all reports, as submitted, was made by Council Member Van Acker, seconded by Council Member Lawrence and the motion was carried by a unanimous voice vote.

COMMITTEE UPDATES FROM CHAIRPERSON

Celebration of Public Events

Council Members: Lawrence (C), Nordaby, McCullough
The car show and fireworks event will be held on River Dr this upcoming Saturday, June 27. An emergency management meeting was held for the event which found everything to be in order and ready to go.

Finance and Accounting

Council Members: Nordaby (C), Lawrence, Van Acker
The letters of requisition of taxes were received from the elementary school and the high school.

Ordinance and Code Enforcement

Council Members: Van Acker (C), Domico, Nordaby
No Update

Personnel-Contracts

Council Members: Domico (C), Nordaby, Lawrence
No Update

Redevelopment Liaison

Council Members: Nordaby (C), Domico, Lawrence
Updates to be discussed later in the meeting.

Planning & Business Development

Council Members: Lawrence (C), McCullough, Nordaby
The project for signs and banners in the downtown area is still in progress. A QR code is being developed to identify parking areas and businesses in town, and a special thanks was given to Cassidy Napoli for helping facilitate that project.

Public Buildings, Grounds/Parks & Playgrounds

Council Members: Bobiak (C), Domico, McCullough
Superintendent Finger provided an update for the Little League Clubhouse, stating all repairs have been completed.

Public Safety & Municipal Court

Council Members: Nordaby (C), Domico, Lawrence
The boat sunk by a recent storm was removed quickly with help from all departments and outside agencies.

Water/Sewer/Highway/Street

Council Members: Domico (C), McCullough, Van Acker
A quick reminder that the GAC filters are still in progress and that Well #5 will be addressed tonight for redevelopment.

Municipal Alliance

Council Members: McCullough (C), Van Acker, Bobiak
No update

NEW BUSINESS:

Introduction of:

ORDINANCE No. 8-2026 – An Ordinance Amending Chapter 254 Peddling and Soliciting, Article II Solicitors and Canvassers, in the Code of the Borough of Westville

A motion to **Introduce** Ordinance No. 8-2026 was made by Council Member Lawrence, seconded by Council Member Domico and the vote was as follows:

Roll Call: Ayes – Council Members: Bobiak, Domico, Lawrence, Nordaby, Van Acker
Nays – None
Motion Carried

Meeting Minutes

NEW BUSINESS: (continued)

RESOLUTION CONSENT AGENDA:

RESOLUTION No. 85-2026 – Authorizing Approval of the Bill List for June 22, 2026

RESOLUTION No. 86-2026 – Authorizing the Placement of a Property Maintenance Lien

RESOLUTION No. 87-2026 – Requesting Approval of Items of Revenue and Appropriation N.J.S.A. 40A: 4-87 for \$5,600 (2026 Put the Phone Away/Distracted Driving Grant)

RESOLUTION No. 88-2026 – Appointing Seamus Magill as Part Time Laborer Within the Public Works Department

RESOLUTION No. 89-2026 – Appointing Justin Gehring as Full Time Patrolman within the Police Department

RESOLUTION No. 90-2026 – Appointing Darryl Schell and Amanda Theodore as Parkview Elementary School Crossing Guards

RESOLUTION No. 91-2026 – Authorizing the Borough of Westville to Issue a Refund to Richard Norris for a Duplicate Payment Made by Movement Mortgage in the Amount of \$1,633.97 for Block 79, Lot 22

RESOLUTION No. 92-2026 – Authorizing Amending the Employee Policy and Procedure Manual to Revise Several Policies

A motion to **Adopt** Resolutions 85 through 92 was made by Council President Nordaby, seconded by Council Member Lawrence and the vote was as follows:

Roll Call: Ayes – Council Members: Bobiak, Domico, Lawrence, Nordaby, Van Acker
Nays – None
Motion Carried

END OF RESOLUTION CONSENT AGENDA

RESOLUTION No. 93-2026 – Authorizing an Emergency Purchase Pursuant to and in Accordance with N.J.S.A. 40A:11-5(1)(gg) and N.J.S.A. 40A:11-6 to Repair Well #5

A motion to **Adopt** Resolution 93-2026 was made by Council Member Van Acker, seconded by Council Member Lawrence and the vote was as follows:

Roll Call: Ayes – Council Members: Bobiak, Domico, Lawrence, Nordaby, Van Acker
Nays – None
Motion Carried

Meeting Minutes

NEW BUSINESS: *(continued)*

RESOLUTION No. 94-2026 – Approving Renewal of Plenary Retail Consumption Licenses for 2026-2027 for GANT Associates (Gateway Diner), Gateway Discount Liquors, Grabbes Inc., BC Restaurant Enterprises, Inc (Rail House), Schileens Pub, Inc., 158 True Inc. (Sperenza), and Westville Power Boat Association

A motion to **Adopt** Resolution 94-2026 was made by Council Member Lawrence, seconded by Council Member Domico and the vote was as follows:

Roll Call: *Ayes – Council Members: Bobiak, Domico, Lawrence, Nordaby*
 Nays – None
 Abstain – Van Acker
 Motion Carried

ITEMS OF DISCUSSION:

Administrator Giles readdressed the matter of cannabis to council. He advised a couple different people have come into the office inquiring about bringing a cannabis business to the Borough, that there is an application being taken to the Land Use Board for cannabis cultivation, and that someone would be speaking later during the public portion to present their idea for retail cannabis. Administrator Giles advised that retail is currently not permitted at all in the Borough. Council Member Lawrence asked if we could offer support for the application being taken to the Land Use Board at this time. Administrator Giles advised that the application will be filed the beginning of July, and the approval and support of Council would be made during the following council meeting. Council Member Domico voiced her support of amending the current ordinance to expand the zoning and class of cannabis license permitted, and asked Administrator Giles to follow up on the Opt-In list through the County.

Council Member Domico motioned to **introduce** an Ordinance amending Chapter 205 of the Borough Code to allow for Class 5 retail cannabis licenses in commercial zone by title only, seconded by Council Member Van Acker and the vote was as follows:

Roll Call: *Ayes – Council Members: Bobiak, Domico, Lawrence, Nordaby, Van Acker*
 Nays – None
 Motion Carried

Council Member Van Acker motioned to **adopt** a Resolution by title only to refer the ordinance to the Land Use Board, seconded by Council Member Lawrence and the vote was as follows:

Roll Call: *Ayes – Council Members: Bobiak, Domico, Lawrence, Nordaby, Van Acker*
 Nays – None
 Motion Carried

Meeting Minutes

ITEMS OF DISCUSSION: *(continued)*

Mayor Sims brought a River Town Review Study of Big Timber Creek performed by Old Pine Farm to council. The purpose is to add recreation that runs through several towns, and Old Pine Farm is requesting to present the information that has been collected to council. Administrator Giles advised he has had discussions with Old Pine Farm regarding grant funding and possibly partnering with other impacted municipalities. Council unanimously agreed to allow Old Pine Farm to present their information at a following council meeting.

COMMUNICATIONS:

Letter from the Westville School District Detailing the Requisition of Taxes from the Borough for the 2026-2027 Fiscal Year

Letter from Gateway Regional High School Detailing the Requisition of Taxes from the Borough for the 2026-2027 Fiscal Year

Notice to the Westville Borough Land Use Board for Minor Site Plan Approval with Conditional Use Variances for the Property Located at 604 Ryan Avenue, Unit S-2

PUBLIC PORTION:

Council Member Lawrence made a motion to open the meeting to the public, which was seconded by Council President Nordaby and unanimously approved by the Council.

Stephanie Rector of 116 Locust Ave. asked what changes are being made in Ordinance 8-2026. Mayor Sims advised that the fee for solicitor applications was increased, and Administrator Giles added that we have received an influx of applications and want to discourage so many solicitors operating in the Borough and improve enforcement on such. Ms. Rector asked if a list of approved solicitors could be found online and if not, if one could be put online. Ms. Rector also advised council of the frustration of all the solicitors that have been out lately. Chief Packer provided a brief history and the continuation of the enforcement efforts. A discussion was had regarding how to best implement a list of approved solicitors, and Mayor Sims advised that we will be working on getting that together and posted online.

Dravin Patel, owner of Gateway Discount Liquors, expressed his interest in converting the bar area in his business to a retail and wholesale cannabis business. Administrator Giles advised Mr. Patel of a few issues with the proposal and the current zoning of the business that would require variances to proceed. Council President Nordaby advised Mr. Patel to work with Administrator Giles to put an application and presentation together to formally present to council for support.

Council Member Domico motioned to close the meeting to the public, seconded by Council Member Lawrence, and the motion was carried by a unanimous voice vote.

Meeting Minutes

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:

Engineer Bryson provided several updates to projects currently underway in the Borough. The GAC filter materials had been delivered, but they arrived with fitting issues over the allowable tolerance and had to be returned. The manufacturer came out to review the materials and scan the site to ensure proper fitting during the remanufacturing process, the costs of which would be covered by the manufacturer. The new anticipated timeline for completion is approximately two to three weeks. The Parkview Phase 1 and 2 project plans and specifications have been completed and submitted to NJDOT and anticipates being ready to bid within the next couple weeks. The gazebo for the River Dr. project has been ordered. Engineer Bryson also advised he will be working with Administrator Giles to complete the application for 2027 NJDOT aid which is due July 1. The plans for the bathrooms in the community center are in progress.

Chief Packer offered his congratulations to Sergeant Curl.

Superintendent Finger also congratulated Sgt. Curl. He advised that GAC filters would be closed in one they were online, that the repairs to Well #5 would begin next week and be completed within three to five weeks, and that everything was ready for the fireworks celebration.

Mayor Sims introduced Sydney Johnson to the residents, advising that she will be taking over as Deputy Clerk as Deputy Clerk Carroll will be retiring at the end of June. He also spoke about all the great efforts made by all Westville departments and the U.S. Coast Guard over the weekend to remove the sunken boat from the river. He asked Chairperson Van Acker of the Ordinance Committee to work with Solicitor Scaffidi to create an ordinance to identify the party responsible for removing sunken boats to improve procedures if there were another event in the future. Mayor Sims also advised he will be attending a county economic development meeting to learn of any new information he can provide to help the businesses of Westville.

Council President Nordaby commended the work done on the Borough Hall building, gave kudos to Sydney for stepping up, congratulated Sgt. Curl, and invited everyone out to the car show which is 10 am – 2 pm and fireworks at dusk on Saturday, June 27.

Council Member Bobiak wished luck to Sydney.

Council Member Lawrence congratulated Sgt. Curl, welcomed Sydney Johnson aboard, and hopes to see everyone out for the fireworks on Saturday.

Council Member Van Acker agreed with all comments said.

Meeting Minutes

EXECUTIVE SESSION:

The Deputy Treasurer read **Resolution No. 95-2026** - Authorizing an Executive Session to discuss personnel matters and the lease of property

A motion to approve Resolution No. 95-2026 was made by Council President Nordaby and seconded by Council Member Lawrence and the motion was carried by a unanimous voice vote.

Time In - Executive Session: 7:15 pm

A motion to come out of Executive Session was made by Council Member Domico and seconded by Council President Nordaby and the motion was carried by a unanimous voice vote.

Time Out - Executive Session: 7:51 pm

ADJOURNMENT:

Motion to adjourn the meeting was made by Council President Nordaby and seconded by Councilman Lawrence and his motion carried unanimously by voice vote.

The meeting was adjourned at 7:52 pm

Respectfully Submitted,

Sydney Johnson
Deputy Treasurer

**Next meeting:
Monday, July 27, 2026**

Ordinance

No. 8-2026

AN ORDINANCE AMENDING CHAPTER 254 PEDDLING AND SOLICITING, ARTICLE II SOLICITORS AND CANVASSERS, IN THE CODE OF THE BOROUGH OF WESTVILLE

WHEREAS, the Borough Council of the Borough of Westville finds it necessary to regulate soliciting and peddling activities to protect the health, safety, and welfare of its residents; and

WHEREAS, the Borough seeks to amend definitions, fees, procedures, and a code of conduct for individuals engaging in such activities in sections 254-16, 254-17, 254-17.1, and 254-18;

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Westville, County of Gloucester, State of New Jersey, as follows:

Section 1. Article II. SECTION 254-16 Application for license.

Application for a license shall be made to the Borough Clerk.

- A. The applicant shall complete the application form, giving, under oath:
1. His or her full name.
 2. Residential address.
 3. Age, height and weight.
 4. Date of birth.
 5. Contact information.
 6. Valid driver's license information.
 7. Name and address of business.
 8. Description of the nature of the business and goods to be sold.
 9. Description of time and place business will be solicited.
 10. The place where the goods to be sold or orders to be taken therefor are manufactured or produced, and the proposed method of delivery.

- B. The applicant shall also furnish:
1. A valid government issued photo ID.
 2. Two references as to the applicant's good character and business responsibility.
 3. A statement as to whether or not the applicant has been convicted of any crime, misdemeanor or violation of any municipal ordinance, the nature of the offense and the punishment or penalty assessed therefor.
 4. A photograph of the applicant, taken within 60 days.
- C. The application fee is two hundred fifty dollars (\$250.00) per application and is non-refundable and not subject to proration.

Section 2. Article II. SECTION 254-17 Investigation; issuance of license; issuance of badge or button.

- A. Upon receiving a completed application in accordance with § 254-16 above, the Borough Clerk shall notify the Chief of Police of the application for a license and transmit a copy of same to the Chief and request that an immediate investigation be made to verify the truth of the statements contained therein.
- B. The Borough Clerk shall, within fourteen days, issue a license, which shall expire on December 31st of the year the license was issued, provided that the application does not disclose that the applicant was convicted of any crime, misdemeanor or violation of any municipal ordinance and that the investigation by the Chief of Police discloses no false statement therein.
- C. Upon approval of the application, the licensee shall also be issued a badge or button which shall contain a serial number. A fee of fifty dollars (\$50) shall be required for the badge or button. The licensee shall wear this badge or button in a conspicuous place on his or her outer clothing while engaged in business under this license.

Section 3. Article II. SECTION 254-17.1 Establishment, display and distribution of "Do Not Knock Registry."

Removed in its entirety.

Section 4. Article II. SECTION 254-18 Establishment, display and distribution of "Do Not Knock Registry."

- A. The Police Clerk shall prepare a list of addresses of those premises where the owner and/or occupant has notified the Police Clerk that peddling, soliciting, canvassing, hawking and door-to-door sales enterprising as set forth in this chapter are not permitted on the premises (hereinafter referred to as the "Do Not Knock Registry"). Notification shall be by completion of a form available at the Police Department office during normal business hours.
- B. Any owner and/or occupant who has requested enlistment on the Do Not Knock Registry, pursuant to this chapter herein, shall be able to obtain from the Police Department office a sticker for display at his/her/its premises indicating enlistment on the Do Not Knock Registry.
- C. Owners and/or occupants who are placed on the Do Not Knock Registry at their request shall remain on the Do Not Knock Registry until such time as they advise the Police Clerk, in writing, that they wish to be removed from the list.
- D. The Police Clerk shall distribute the current Do Not Knock Registry to a licensee under this chapter at the time of issuance of a license to peddle, solicit, canvass, hawk or otherwise door-to-door sell pursuant to the provisions of this chapter. The Do Not Knock Registry provided to licensees shall only include the physical address of the enlisted premises. The licensee shall not peddle, solicit, canvas, hawk or conduct door-to-door sales at any premises identified on the then-current Do Not Knock Registry.

Section 5. Repealer

All Ordinances contrary to the provisions of this Ordinance are hereby repealed to the extent that they are inconsistent herewith.

Section 6. Severability

Each section of this Ordinance is an independent section, and the holding of any section or part thereof to be unconstitutional, void or ineffective, shall not be deemed to affect the validity or constitutionality of any other sections or parts hereof.

Section 7. Effective date

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

Introduced: June 22, 2026

Adopted: July 27, 2026

BOROUGH OF WESTVILLE

**Fritz H. Sims, Jr.
MAYOR**

ATTEST:

**Ryan J. Giles
MUNICIPAL CLERK**

CERTIFICATION

I, Ryan J. Giles, Municipal Clerk, of the Borough of Westville, in the County of Gloucester, State of New Jersey, do hereby certify that the foregoing Ordinance No. 9-2026 was presented and duly adopted by the Governing Body at a meeting of the Borough of Westville held on Monday, July 27, 2026.

Ryan J. Giles, Municipal Clerk

Ordinance

No. 9-2026

**AN ORDINANCE BY THE BOROUGH OF WESTVILLE IN
GLOUCESTER COUNTY, NEW JERSEY AMENDING CHAPTER 205,
LAND USE DEVELOPMENT, ARTICLE VIII, C-3 BUSINESS DISTRICT,
SECTION 205-48, USE REGULATIONS, SECTION A, PERMITTED AND
CONDITIONAL USES, SUBSECTION 2, CONDITIONAL USES OF THE
CODE BOOK OF THE BOROUGH OF WESTVILLE**

BE IT ORDAINED by the Mayor and Council of the Borough of Westville, in the County of Gloucester and State of New Jersey that Chapter 205, Land Use and Development, Article VIII, C-3 Business District, Section 205-48, Use Regulations, Section A, Permitted and conditional uses, Subsection (2), Conditional Uses be amended as follows:

Section 1. Chapter 205, Land Use and Development, Article VIII, C-3 Business District, Section 205-48, Use Regulations, Section A, Permitted and conditional uses, Subsection (2), Conditional Uses, is hereby amended by adding a new Subsection (d) to read as follows:

- (d) Cannabis establishments of Class 1, Class 2, Class 3, Class 4 and Class 5 are conditional uses subject to:
 - (a) Class 1, Class 2, Class 3, Class 4 and Class 5 may be combined on the same site or within the same building.
 - (b) May not located within 1,000 feet of the property line of a public, private, or parochial school or day-care center.
 - (c) Not permitted on any site that abuts a residential district. A minimum fifty-foot planted buffer is required along all other property lines.

(d) Area, setback, and coverage requirements:

(1) Minimum setback from a tract perimeter: 75 feet.

(2) Minimum parking or paved area setback from all property lines: 25 feet.

(3) Maximum building coverage shall not exceed 50%.

(4) Maximum impervious coverage shall not exceed 80 %.

(e) Parking, loading and access requirements shall conform to Section 205-77. Off-street parking.

(f) The facility shall meet the requirements for licensure and approval by the Cannabis Regulatory Commission, the Borough of Westville pursuant to Chapter 130, "Cannabis Establishments" of the Code Book of the Borough of Westville and the Westville Land Use Board.

(g) Facilities for cultivation or production must be in indoor, enclosed and secure buildings, which include electronic locking systems, electronic surveillance and other features required. Cultivation or production facilities shall not be located in a trailer, cargo container, mobile unit, mobile home, recreational vehicle or other motor vehicle.

(h) Sufficient space must be set aside for secure storage of marijuana seeds, related finished product, and marijuana-related materials used in production or for required laboratory testing.

(i) The applicant shall submit an odor control and mitigation plan to control, neutralize or eliminate odors from cannabis products and ensure that any odors generated inside the facility are not detectable outside the facility.

(j) There shall be no emission of dust, fumes, vapors, odors or waste into the environment from any facility where medical marijuana growing, processing or testing occurs.

- (k) Facilities that grow, process or store cannabis shall meet industry best practices for odor control.
- (l) By-products from indoor cultivation or production facilities shall be secured and property disposed of and shall not be placed within any unsecure exterior refuse containers.
- (m) Green building design techniques are required to reduce the energy consumption and heat generation associated with cultivation and production facilities, which are using systems such as hydroponics. These techniques may include, but are not limited to, solar screening, green or vegetative roofs, highly reflective and emissive roofing material, greywater or condensate reclamation systems, and light emitting diode (LED) lighting. These techniques shall be designed to the satisfaction of the Planning Board.
- (n) Cultivation and production facilities are required to use renewable energy sources, such as solar or wind, to offset the substantial energy production requirements of systems such as hydroponics. The renewable energy source does not need to be located on-site.
- (o) All accesses must secure the appropriate highway occupancy permit (state, county and/or Borough).

Section 2. Repealer

All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

Section 3. Severability

Each section of this Ordinance is an independent section, and the holding of any section or part thereof to be unconstitutional, void or ineffective, shall not be deemed to affect the validity or constitutionality of any other sections or parts hereof.

Section 4. Effective date

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

Introduced: June 22, 2026

Adopted: July 27, 2026

BOROUGH OF WESTVILLE

**Fritz H. Sims, Jr.
MAYOR**

ATTEST:

**Ryan J. Giles
MUNICIPAL CLERK**

CERTIFICATION

I, Ryan J. Giles, Municipal Clerk, of the Borough of Westville, in the County of Gloucester, State of New Jersey do hereby certify that the foregoing Ordinance No. 9-2026 was presented and duly adopted by the Governing Body at a meeting of the Borough of Westville held on Monday, July 27, 2026.

Ryan J. Giles, Municipal Clerk

FW: Resolution - Consistency with Master Plan for changes to C3 district

From N Murtaugh <nmurtaugh@westville-nj.com>

Date Wed 7/22/2026 2:42 PM

To Sydney Johnson <sjohnson@westville-nj.com>

 1 attachment (31 KB)

Resoluton Land Use Board Redevelopment Plan Consistency - Cannabis to C3 4916-4693-6767.docx;

Sydney,

Attached is the resolution from Landuse regarding the Cannabis. Please see the bolded text below and make sure council is aware of the recommended change from the board. Thanks!

-Nicole

From: Alena Hyatt <ahyatt@parkermccay.com>

Sent: Wednesday, July 22, 2026 1:09 PM

To: N Murtaugh <nmurtaugh@westville-nj.com>

Subject: Resolution - Consistency with Master Plan for changes to C3 district

CAUTION: THE FOLLOWING EMAIL WAS SENT FROM OUTSIDE OF YOUR ORGANIZATION. PLEASE TAKE CARE WHEN CLICKING LINKS OR OPENING ATTACHMENTS. WHEN IN DOUBT, PLEASE CONTACT J. HARTE SUPPORT.

Nicole –

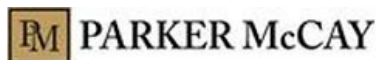
Please ensure that everyone is aware of the recommended change:

-
Combine and replace condition (i) and (j) with: “There shall be no emission of dust, fumes, vapors, odors, or waste into the environment from any facility where cannabis growing, processing, storing, distributing, selling, or testing occurs. The applicant shall submit an odor control and mitigation plan to control, neutralize or eliminate odors from cannabis products and ensure that any odors generated inside the facility are not detectable outside the facility.”

Alena Hyatt, Esquire

Associate

Municipal & Government



O: 856-985-4056

C: 856-537-0567

ahyatt@parkermccay.com

PARKER McCAY P.A.

9000 Midlantic Drive, Suite 300

Mount Laurel, NJ 08054

P: 856-596-8900 F: 856-596-9631

www.parkermccay.com

This e-mail message from the law firm of Parker McCay P.A. is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.

**RESOLUTION
NO. ____ - 2026**

**RESOLUTION OF THE WESTVILE LAND USE BOARD, ACTING IN ITS CAPACITY
AS A PLANNING BOARD, CONFIRMING MASTER PLAN CONSISTENCY OF AN
AMENDMENT TO CHAPTER 205-48**

WHEREAS, the Municipal Land Use Law, pursuant to N.J.S.A. 40:55D-26(a), requires the Governing Body, prior to the adoption of a land development regulation or revision or amendment thereto, to refer same to the Planning Board for determination of whether the regulation, revision or amendment is consistent with the Master Plan; and

WHEREAS, the Planning Board has 35 days from the date of referral to conduct its review and submit a report to the Governing Body setting forth its recommendations and determinations as to Master Plan consistency, which the Governing Body must evaluate and consider prior to the final adoption of the development regulation; and

WHEREAS, the Borough Council of the Borough of Westville has referred to the Westville Land Use Board, in its capacity as a Planning Board (“Board”), an ordinance proposing an amendment to Chapter 205-48(2), permitting Class 1, Class 2, Class 3, Class 4 and Class 5 cannabis establishments as conditional uses in the C-3 Business District (“Ordinance”), for Master Plan consistency review pursuant to the aforementioned statute; and

WHEREAS, on July 13, 2026, the Board reviewed the Ordinance; and

WHEREAS, the Board’s Planner, Candace Kanaplue, PP, AICP, provided testimony on the proposed amendments, and Ms. Kanaplue testified that the amendments in the Ordinance as proposed herein are consistent with the Master Plan and the 2018 Master Plan Reexamination Report; and

WHEREAS, the Board recommends that condition (i) (The applicant shall submit an odor control and mitigation plan to control, neutralize or eliminate odors from cannabis products and ensure that any odors generated inside the facility are not detectable outside the facility.) and condition (j) (There shall be no emission of dust, fumes, vapors, odors or waste into the environment from any facility where medical marijuana growing, processing or testing occurs.) be combined and replaced with the following: “There shall be no emission of dust, fumes, vapors, odors, or waste into the environment from any facility where cannabis growing, processing, storing, distributing, selling, or testing occurs. The applicant shall submit an odor control and mitigation plan to control, neutralize or eliminate odors from cannabis products and ensure that any odors generated inside the facility are not detectable outside the facility.”

WHEREAS, the Board has found and determined that the Ordinance proposed is consistent with the Master Plan and the 2018 Master Plan Reexamination Report and made the recommendation for the change herein to the Ordinance prior to adoption.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Westville Land Use Board, acting in its capacity as a Planning Board, that the amendment to Chapter 205-48(2), that has been referred from the Borough Council pursuant to N.J.S.A. 40:55D-26.a, is hereby declared consistent with the Master Plan of the Borough of Westville and that the proposed change is recommended prior to adoption.

THIS RESOLUTION DULY ADOPTED at a regular meeting of the Borough of Westville Land Use Board held on July 13, 2026.

4916-4693-6767, v. 1

Resolution

No. 97-2026

AUTHORIZING APPROVAL OF BILL LIST

WHEREAS, the Borough of Westville Governing Body has received and reviewed the “Bill List” as prepared by the Borough’s Chief Financial Officer for the monthly period ending July 27, 2026.

NOW, THEREFORE BE IT RESOLVED that said “Bill List” as prepared by the Borough’s Chief Financial Officer be approved and said Officials are authorized to render payment to each vendor appearing on the July 27, 2026 “Bill List”.

ADOPTED and PASSED by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey at a regular meeting held on Monday, July 27, 2026.

BOROUGH OF WESTVILLE

**Fritz H. Sims, Jr.
MAYOR**

ATTEST:

**Sydney Johnson
DEPUTY MUNICIPAL CLERK**

July 23, 2026
08:57 AM

BOROUGH OF WESTVILLE
Check Register By Check Date

Page No: 1

Range of Checking Accts: First to Last Range of Check Dates: 06/22/26 to 12/31/26
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 - WIRES AGENCY - WIRES

10026	06/30/26	WES07 WESTVILLE CURRENT ACCOUNT	101,053.69		6947
-------	----------	---------------------------------	------------	--	------

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	101,053.69	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	101,053.69	0.00

CAPITAL 1ST COL CAPITAL - 1ST COLONIAL

1956	07/23/26	BRY02 BRYSON & YATES CONSULTING ENG.	13,718.00		6953
1957	07/23/26	MAR25 MARINO GENERAL CONSTRUCTION	148,340.00		6953
1958	07/23/26	VIN01 VINELAND AUTO ELECTRIC, INC.	25,070.26		6953

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	3	0	187,128.26	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	3	0	187,128.26	0.00

CURRENT - 1ST CURRENT - 1ST COLONIAL

33766	07/23/26	ACT02 ACTION UNIFORM COMPANY INC	4,212.00		6956
33767	07/23/26	ADV05 ADVANCE AUTO PARTS, INC	812.50		6956
33768	07/23/26	AMA07 AMAZON CAPITAL SERVICES, INC.	30.95		6956
33769	07/23/26	AME05 SOUTHERN NJ EMP. BENEFITS FUND	47,163.20		6956
33770	07/23/26	ATT02 AT& T MOBILITY	1,104.88		6956
33771	07/23/26	AUT05 AUTO ZONE, INC	1,379.35		6956
33772	07/23/26	BEL04 BELLIA & SONS, INC.	82.33		6956
33773	07/23/26	BRY02 BRYSON & YATES CONSULTING ENG.	9,043.30		6956
33774	07/23/26	CAR11 KATHLEEN CARROLL	119.99		6956
33775	07/23/26	CAR17 CARDWELL HVAC, LLC	1,641.91		6956
33776	07/23/26	COL18 ColorSource, Inc.	1,742.74		6956
33777	07/23/26	COM11 COMCAST BUSINESS	1,748.02		6956
33778	07/23/26	COM14 COMCAST BUSINESS	769.11		6956
33779	07/23/26	CON13 C & C SUPPLY COMPANY INC	226.00		6956
33780	07/23/26	COS03 Coastal Clock & Chime	750.00		6956
33781	07/23/26	DED01 LINDA A. DEDRICK	125.00		6956
33782	07/23/26	DIM03 DIMEGLIO SEPTIC INC.	1,485.00		6956
33783	07/23/26	FAZ02 JOSEPH FAZZIO, INC.	204.65		6956
33784	07/23/26	FED02 FED EX	68.18		6956
33785	07/23/26	GAL01 GALL'S INCORPORATED	1,129.02		6956
33786	07/23/26	GLO08 COUNTY OF GLOUCESTER-ELECTIONS	569.80		6956
33787	07/23/26	GLO11 GLO. CO. IMPROVEMENT AUTHORITY	4,186.56		6956
33788	07/23/26	GLO14 GLO. CO. UTILITIES AUTHORITY	39,569.60		6956
33789	07/23/26	HAR11 J. HARTE ASSOCIATES, LLC	9,022.34		6956
33790	07/23/26	HER06 Erin Herrmann	135.00		6956
33791	07/23/26	HUT04 S. DANIEL HUTCHISON	1,050.00		6956
33792	07/23/26	IND01 INDCO INC.	353.94		6956
33793	07/23/26	INS04 INST. FOR FORENSIC PSYCHOLOGY	575.00		6956
33794	07/23/26	LOM01 GARY H. LOMANNO	1,250.00		6956
33795	07/23/26	LOW01 LOWE'S BUSINESS ACCOUNT	432.54		6956
33796	07/23/26	MAG01 J. C. MAGEE SECURITY SOLUTIONS	52.00		6956

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
CURRENT - 1ST	CURRENT - 1ST	COLONIAL	Continued		
33797	07/23/26	MAG03 MAGLOCLEN	400.00		6956
33798	07/23/26	MAJ01 MAJESTIC OIL COMPANY, INC.	11,337.66		6956
33799	07/23/26	MAS02 W.B. MASON CO., INC	299.29		6956
33800	07/23/26	MET01 MET LIFE	4,256.90		6956
33801	07/23/26	MGL01 MGL PRINTING SOLUTIONS, INC.	783.00		6956
33802	07/23/26	MUN07 MUNICIPAL EMERGENCY SERVICES	300.18		6956
33803	07/23/26	MUR05 JAMES MURPHY PLUMBING	1,565.00		6956
33804	07/23/26	NAS01 NASH ENGRAVING, INC.	37.35		6956
33805	07/23/26	NJS03 NJ LEAGUE OF MUNICIPALITIES	390.00		6956
33806	07/23/26	OMN01 OMNI RECYCLING GROUP, LLC.	3,077.93		6956
33807	07/23/26	PAR02 PARA-PLUS TRANSLATIONS, INC.	319.38		6956
33808	07/23/26	PAR06 PARKER MCCAY	2,235.50		6956
33809	07/23/26	PAU04 PAULSBORO PRINTERS	56.00		6956
33810	07/23/26	PAU06 PAUL'S CUSTOM AWARDS & TROPHIE	1,538.00		6956
33811	07/23/26	PHI05 PHILADELPHIA BARGE COMPANY	3,500.00		6956
33812	07/23/26	PIR01 PIROLI PRINTING CO., INC.	255.00		6956
33813	07/23/26	PIT05 PITNEY BOWES, INC. SUPPLIES	203.98		6956
33814	07/23/26	PKF01 PKF O'CONNOR DAVIES, LLP	5,260.00		6956
33815	07/23/26	PLA05 PLASTIC CARD SYSTEMS, INC.	49.75		6956
33816	07/23/26	POL11 POLAR SHREDDING	1,800.00		6956
33817	07/23/26	PRI07 Primepoint, LLC	963.65		6956
33818	07/23/26	PRO10 PRO-CLEAN	700.00		6956
33819	07/23/26	PUB02 PUBLIC SERVICE ELECTRIC & GAS	11,563.19		6956
33820	07/23/26	PYR01 PYROTECNICO FIREWORKS	13,000.00		6956
33821	07/23/26	REL02 RELENTLESS LLC	1,498.00		6956
33822	07/23/26	RRD01 RR DONNELLEY	213.00		6956
33823	07/23/26	SAL03 ROSEMARY SALMIERI	75.00		6956
33824	07/23/26	SCA01 TIMOTHY D. SCAFFIDI, ESQ	2,815.53		6956
33825	07/23/26	SOU07 SOUTH JERSEY NEWSPAPERS CO.INC	269.50		6956
33826	07/23/26	SOU13 South Jersey Elevator	1,588.00		6956
33827	07/23/26	STE06 THOMAS STEFFEN	100.00		6956
33828	07/23/26	THO05 THOMSON REUTERS-WEST	2,888.00		6956
33829	07/23/26	TIR02 TIRE CORRAL OF AMERICA	2,200.00		6956
33830	07/23/26	TRE22 TREASURER, STATE OF NJ-ELEVATO	258.00		6956
33831	07/23/26	VER03 VERIZON	1,808.31		6956
33832	07/23/26	VIN01 VINELAND AUTO ELECTRIC, INC.	2,239.51		6956
33833	07/23/26	VIR02 VIRTUA MEDICAL GROUP, P.A.	90.00		6956
33834	07/23/26	WES10 WESTVILLE FIRE DISTRICT NO. 1	10,290.00		6956
33835	07/23/26	WES11 WESTVILLE FREE PUBLIC LIBRARY	23,374.93		6956
33836	07/23/26	WHE01 PNC BANK-WHEELABRATOR TECHNOLO	13,674.59		6956
33837	07/23/26	WO010 WOODBURY CITY POLICE DEPT.	375.00		6956
33838	07/23/26	WOR02 WNG RETAIL LLC	1,239.62		6956
33839	07/23/26	XER01 XEROX CORPORATION	458.93		6956
33840	07/23/26	YEL01 YELLOWSTONE LANDSCAPE	8,604.44		6956

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	75	0	268,987.03	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>75</u>	<u>0</u>	<u>268,987.03</u>	<u>0.00</u>

ESCROW 1ST COL	CASH -- 1ST COLONIAL			
471	07/02/26	BAC02 BACH ASSOCIATES, P.C.	160.00	6948

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
ESCROW 1ST COL CASH -- 1ST COLONIAL Continued					
472	07/09/26	PAR06 PARKER MCCAY	64.50		6951
473	07/17/26	BAC02 BACH ASSOCIATES, P.C.	2,526.25		6952
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	3	0	2,750.75	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	3	0	2,750.75	0.00
UNEMPLOYMENT					
293	07/23/26	STA11 STATE OF NEW JERSEY	585.02		6957
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	1	0	585.02	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	1	0	585.02	0.00
WATER - 1ST COL WATER - 1ST COLONIA;					
11515	07/23/26	AMA07 AMAZON CAPITAL SERVICES, INC.	61.06		6955
11516	07/23/26	AME05 SOUTHERN NJ EMP. BENEFITS FUND	20,212.80		6955
11517	07/23/26	BEL04 BELLIA & SONS, INC.	918.69		6955
11518	07/23/26	CAR04 CARR'S HARDWARE, INC.	112.19		6955
11519	07/23/26	COM14 COMCAST BUSINESS	80.50		6955
11520	07/23/26	CUS01 CUSTOM ENVIRONMENTAL TECH.,INC	1,638.00		6955
11521	07/23/26	EAS05 EASTERN SALT COMPANY, INC.	3,130.73		6955
11522	07/23/26	EVO01 EVOQUA WATER TECHNOLOGIES LLC	1,053.00		6955
11523	07/23/26	HAC01 HACH COMPANY	615.23		6955
11524	07/23/26	HAR08 THE HARTFORD-PRIORITY ACCOUNTS	93.75		6955
11525	07/23/26	IDE01 IDEXX DISTRIBUTION CORP.	10,036.54		6955
11526	07/23/26	LOW01 LOWE'S BUSINESS ACCOUNT	27.40		6955
11527	07/23/26	MET01 MET LIFE	1,824.38		6955
11528	07/23/26	MOD01 MODERN GROUP POWER SYSTEMS	490.00		6955
11529	07/23/26	ONE01 ONE CALL CONCEPTS, INC.	105.70		6955
11530	07/23/26	PIT06 PITNEY-BOWES BANK INC-PUR POW	2,767.25		6955
11531	07/23/26	PUB02 PUBLIC SERVICE ELECTRIC & GAS	8,909.71		6955
11532	07/23/26	STA04 STATE OF NEW JERSEY-WATER TAX	459.60		6955
11533	07/23/26	TDB03 TD WEALTH MANAGEMENT/OPERATION	50,286.73	07/23/26 VOID	6955
11534	07/23/26	TRI02 TRICOJIF, INC.	18,787.20	07/23/26 VOID	6955
11535	07/23/26	UNI04 UNIVAR SOLUTIONS, INC.	14,595.16		6955
11536	07/23/26	VER07 VERIZON WIRELESS	40.01		6955
11537	07/23/26	WIN04 WINZINGER RECYCLING SYSTEMS	409.00		6955
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	21	2	67,580.70	69,073.93
	Direct Deposit:	0	0	0.00	0.00
	Total:	21	2	67,580.70	69,073.93
WATER CAP - 1ST WATER CAPITAL - 1ST COLONIAL					
647	07/23/26	BRY02 BRYSON & YATES CONSULTING ENG.	8,780.70		6954
648	07/23/26	CD01 C & D INSTRUMENT SERVICES	10,800.00		6954
649	07/23/26	LEV02 LEVEL-1 CONSTRUCTION, INC.	76,475.00		6954

Check #	Check Date	Vendor			Amount Paid	Reconciled/Void	Ref Num
WATER CAP - 1ST WATER CAPITAL - 1ST COLONIAL Continued							
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>	
	Checks:		3	0	96,055.70	0.00	
	Direct Deposit:		0	0	0.00	0.00	
	Total:		3	0	96,055.70	0.00	
Report Totals							
	Checks:		107	2	724,141.15	69,073.93	
	Direct Deposit:		0	0	0.00	0.00	
	Total:		107	2	724,141.15	69,073.93	

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	6-01	265,367.03	0.00	0.00	265,367.03
WATER UTILITY	6-05	67,580.70	0.00	0.00	67,580.70
	Year Total:	332,947.73	0.00	0.00	332,947.73
	A-16	101,053.69	0.00	0.00	101,053.69
	C-04	187,128.26	0.00	0.00	187,128.26
	C-06	96,055.70	0.00	0.00	96,055.70
	Year Total:	283,183.96	0.00	0.00	283,183.96
	E-15	2,750.75	0.00	0.00	2,750.75
	G-02	3,620.00	0.00	0.00	3,620.00
	U-18	585.02	0.00	0.00	585.02
Total of All Funds:		724,141.15	0.00	0.00	724,141.15

Resolution

No. 98-2026

AUTHORIZING THE PLACEMENT OF PROPERTY MAINTENANCE LIENS

WHEREAS, the Borough has incurred costs related to property maintenance at 621 Crown Point Rd., identified as Block 39, Lot 17 on the Tax map of the Borough of Westville; and

WHEREAS, the Borough has incurred costs related to property maintenance at 332 Hazel Ave., identified as Block 39, Lot 25 on the Tax map of the Borough of Westville; and

WHEREAS, pursuant to N.J.S.A. 40:48-2.14 and other applicable statutes, the Governing Body may authorize that such costs be assessed as a lien against the property and collected in the same manner as taxes;

WHEREAS, costs were incurred as a result of the owners' failure to comply with notices and orders issued by the Code Enforcement/Housing Officer pursuant to the Borough's Property Maintenance Code; and

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Borough of Westville, County of Gloucester, and State of New Jersey, that the Chief Financial Officer is hereby authorized to place a lien in the amount of \$322.05 against the property located at 621 Crown Point Rd., for reimbursement of property maintenance expenses incurred by the Borough; and

BE IT FURTHER RESOLVED by the Governing Body of the Borough of Borough of Westville, County of Gloucester, and State of New Jersey, that the Chief Financial Officer is hereby authorized to place a lien in the amount of \$617.62 against the property located at 332 Hazel Ave., for reimbursement of property maintenance expenses incurred by the Borough; and

ADOPTED and PASSED by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey at a regular meeting held on Monday, July 27, 2026.

BOROUGH OF WESTVILLE

**Fritz H. Sims, Jr.
MAYOR**

ATTEST:

**Sydney Johnson
DEPUTY MUNICIPAL CLERK**

Block/Lot	Owner of Record	Address	Amount	Date
39/17	Rafael Pena-Colon	621 Crown Point Rd.	\$322.05	07/08/2026
39/25	Estate of John P Roach	332 Hazel Ave.	\$617.62	07/08/2026

BOROUGH OF WESTVILLE – PROPERTY LIEN

**BRUSH, WEED & DEBRIS ORDINANCE:
ARTICLE 1 – CHAPTER 258-1 THROUGH 258-8**

DATE OF SERVICE: 7/08/2026

ADDRESS: 621 Crown Point Rd
Westville, NJ 08093
Block 39, Lot 17

LABOR CHARGES: **\$47.05**

2 laborers performed maintenance on the property.

Kyle Petersen	\$29.0481 per hour for 1 hour
Seamus Magill	\$18.00 per hour for 1 hour

EQUIPMENT CHARGES: **\$150.00**

Ex-Mark: \$25.00 per hour for 1 hour
Weedwhacker (x2): \$25.00 per hour for 1 hour
Leaf Blower: \$25.00 per hour for 1 hour
Push Mower: \$25.00 per hour for 1 hour
Lopper: \$25.00 per hour for 1 hour

ADMINISTRATIVE CHARGES: **\$100.00**

GASOLINE FUEL SURCHARGE: **\$25.00**

TOTAL COST: **\$322.05**

BOROUGH OF WESTVILLE – PROPERTY LIEN

**BRUSH, WEED & DEBRIS ORDINANCE:
ARTICLE 1 – CHAPTER 258-1 THROUGH 258-8**

DATE OF SERVICE: 7/08/2026

ADDRESS: 332 Hazel Ave
Westville, NJ 08093
Block 39, Lot 25

LABOR CHARGES: **\$117.62**
2 laborers performed maintenance on the property.

Kyle Petersen \$29.0481 per hour for 2.5 hours
Seamus Magill \$18.00 per hour for 2.5 hours

EQUIPMENT CHARGES: **\$375.00**
Ex-Mark: \$25.00 per hour for 2.5 hours
Weedwhacker (x2): \$25.00 per hour for 2.5 hours
Leaf Blower: \$25.00 per hour for 2.5 hours
Push Mower: \$25.00 per hour for 2.5 hours
Lopper: \$25.00 per hour for 2.5 hours

ADMINISTRATIVE CHARGES: **\$100.00**

GASOLINE FUEL SURCHARGE: **\$25.00**

TOTAL COST: **\$617.62**

Resolution

No. 99-2026

APPOINTMENT OF SYDNEY JOHNSON TO THE POSITIONS OF DEPUTY MUNICIPAL CLERK, TREASURER, AND DEPUTY REGISTRAR FOR THE BOROUGH OF WESTVILLE

WHEREAS, the Borough of Westville has identified a need for the appointment of a Deputy Municipal Clerk, Treasurer, and Deputy Registrar in the Borough of Westville; and

WHEREAS, the former Deputy Municipal Clerk, Treasurer, and Deputy Registrar retired on June 30, 2026, thereby creating a vacancy; and

WHEREAS, the Borough of Westville Administrator recommends the appointment of Sydney Johnson as the Borough of Westville Deputy Municipal Clerk, Treasurer, and Deputy Registrar; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Westville that Sydney Johnson be appointed to the position of Deputy Municipal Clerk, Treasurer, and Deputy Registrar effective July 1, 2026.

BE IT FURTHER RESOLVED that a copy of this resolution be filed with the New Jersey State Registrar.

ADOPTED and PASSED by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey at a meeting held on Monday, July 27, 2026.

BOROUGH OF WESTVILLE

**Fritz H. Sims, Jr.
MAYOR**

ATTEST:

**Sydney Johnson
DEPUTY MUNICIPAL CLERK**

Resolution

No. 100-2026

APPOINTING A CLAIMS COORDINATOR AND ALTERNANTE CLAIMS COORDINATOR FOR THE TRICO JIF

WHEREAS, the of is a member of the Gloucester, Salem and Cumberland Counties Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the FUND requires that in the manner generally prescribed by law, each member shall appoint a Claims Coordinator to coordinate and oversee the Member claims reporting and recordkeeping efforts, and act as a liaison between the municipality, the JIF Claims Administrator, and other outside agencies.

WHEREAS, the of recommends the appointment of to serve as Claims Coordinator in accordance with the FUND requirements;

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Westville as follows:

- Nicole L. O'Hara is hereby appointed as Claims Coordinator for the Borough of Westville.
- Sydney Johnson is hereby appointed as Alternate Claims Coordinator.

ADOPTED and PASSED by the Governing Body of the Borough of Westville, County of Gloucester and State of New Jersey on Monday, July 27, 2026.

ATTEST:

BOROUGH OF WESTVILLE

Sydney Johnson
DEPUTY MUNICIPAL CLERK

Fritz H. Sims, Jr.
MAYOR

Resolution

No. 101-2026

DESIGNATING MANAGERIAL INDIVIDUALS WHO HAVE TELEPHONE ACCESS TO EPL HOTLINE

WHEREAS, the Governing Body of the Borough of Westville hereinafter referred to as "MUNICIPALITY", is a member of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, hereinafter referred to as "FUND"; and

WHEREAS, the FUND has ADOPTED AND PASSED a policy authorizing the Employment Practices Liability Attorney Consultation Service; and

WHEREAS, the FUND has budgeted \$750.00 per member for EPL consulting services in 2026; and

WHEREAS, the FUND requires the MUNICIPALITY to designate specific managerial or supervisory individuals who will have telephone access to the EPL Hotline.

NOW, THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Westville does hereby appoint Ryan Giles, Administrator as its Contact Person.

BE IT FURTHER RESOLVED that the Governing Body does hereby appoint Nicole L. O'Hara, JIF FUND COMMISSIONER as an additional Contact Person.

ADOPTED and PASSED by the Governing Body of the Borough of Westville, County of Gloucester and State of New Jersey on Monday, July 27, 2026.

BOROUGH OF WESTVILLE

ATTEST:

**Fritz H. Sims, Jr.
MAYOR**

**Sydney Johnson
DEPUTY MUNICIPAL CLERK**

Resolution

No. 102-2026

REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION N.J.S.A. 40A: 4-87 (2026 Sustainable Jersey Grants Program)

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Westville, in the County of Gloucester, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2026 in the sum of \$2,000.00, which is available from an entitlement from the PSEG Foundation in the amount of \$2,000.00.

BE IT FURTHER RESOLVED, that the like sum of \$2,000.00 is hereby appropriated under the caption "Local Recreational Improvement Grant"; and

ADOPTED and PASSED by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey at a regular meeting held on Monday, July 27, 2026.

Resolution No. 102-2026

Offered by:

Seconded by:

Deputy Municipal Clerk: Sydney Johnson

Adopted: July 27, 2026

BOROUGH OF WESTVILLE

**Fritz H. Sims, Jr.
MAYOR**

ATTEST:

Sydney Johnson
DEPUTY MUNICIPAL CLERK

Certification

I certify the foregoing Resolution No. 102-2026 was presented and duly adopted by the Governing Body at a meeting of the Borough of Westville, County of Gloucester, State of New Jersey held on Monday, July 27, 2026.

Sydney Johnson
Deputy Municipal Clerk





SUSTAINABLE JERSEY

sustainablejersey.com | PO Box 6855, Lawrenceville, NJ 08648 | 609.771.2831

June 15, 2026

BOARD OF TRUSTEES

EXECUTIVE COMMITTEE

Caroline Ehrlich
Woodbridge Township
Chairperson
Wanda Monahan, Esq.
Wanda Chin Monahan, LLC
Vice Chairperson
Carolyn Brown-Dancy
Atlantic Health System
Treasurer
Dr. Michael Salvatore
Kean University
Secretary

Jennifer Becker
New Jersey Economic
Development Authority
Beatrice "Bea" Daggett
Retired
Charnette Frederic
Township of Irvington
Hon. Lisa Jampetti
Egg Harbor City
Edward Mahaney, Ed. D.
Mahaney Consulting, LLC
Hon. Timothy McDonough
Hope Township
Marissa C. McKenzie
East Orange School District
Sean Moriarty, Esq.
Avenger Consulting, LLC
Hon. Tony Perry
Middletown Township
Nicole Swan-Bennett
PSE&G
Paola Toro
Bressler, Amery & Ross, P.C.
Terence Wall
Marsh McLennan Agency
Paul Williams
Harmony Township Board of
Education

EX-OFFICIO

Paul Baldauf
New Jersey Department of
Environmental Protection
Michael Cerra
New Jersey State League of
Municipalities
Dr. Timothy Purnell
New Jersey School Boards
Association
Stacy Ho Richardson
New Jersey Board of Public
Utilities

EXECUTIVE DIRECTOR

Randall Solomon
Sustainability Institute
The College of New Jersey

Ryan Giles, Borough Administrator
Westville Boro
165 Broadway
Westville, NJ 08093-1148

Dear Ryan Giles;

Congratulations to Westville Boro on receiving a \$2,000 Sustainable Jersey Grant funded by the PSEG Foundation.

Enclosed please find a check for \$2,000 representing the total grant award. Please see the enclosed **Grant Terms and Conditions** for information regarding the requirements associated with the grant award. Some important highlights from that document:

- If the **primary contact** for the grant changes, please let us know as soon as possible by sending an email to grants@sustainablejersey.com.
- The grant check should be correctly deposited in an official district account that will allow **tracking of the grant specific expenses**.
- Significant **project modifications** require approval before moving forward.
- Please notify us of any **ribbon-cutting ceremonies or milestone events** so that media outreach can be coordinated with Sustainable Jersey and the PSEG Foundation.
- The grant project should be **completed**, and a **final report** submitted, by **May 28, 2027**. The final report must be completed by the primary contact using Sustainable Jersey's online report form through our web-based grants portal.
- Sponsor acknowledgements and photos are required for the final report. Where applicable, a **sign** should be installed at the project site noting that it was funded by **the Sustainable Jersey Grants Program and the PSEG Foundation**.
- If a final report is not submitted by the original deadline (or approved extension), the grant will be considered **outstanding**. Following a 3-month grace period, the grantee will be required to **forfeit the grant and return funds to Sustainable Jersey**.

We wish you great success with your project! If you have any questions, please contact our grants team by phone on 609-771-3196 or by email at grants@sustainablejersey.com.

Sincerely

Randall Solomon
Executive Director, Sustainable Jersey

Enclosures: Grant Reporting, Accounting, and Communications Requirements, Check # 1379



Grant Terms and Conditions

\$2,000 Grants funded by the PSEG Foundation

A copy of this information was included with the grant check. Note that this information and all templates can also be found on the [Grant Recipient Information pages](#) under the Grants tab at sustainablejersey.com

TABLE OF CONTENTS

[Getting Started](#)

[Grant Project Modifications](#)

[Grant Sponsor Acknowledgement Requirements](#)

[Photo Requirements](#)

[Reporting Requirements](#)

[Grant Close Out](#)

Questions? Please Contact:

Kaitlyn R. Vollmer
Sustainable Jersey Grants Program Manager
grants@sustainablejersey.com
609-771-3189

Essential Components to Successfully Complete the Grant Project

Below is a snapshot of the essential components to successfully complete the grant project. Review each section for full details:

- If the primary contact changes, notify grants@sustainablejersey.com as soon as possible.
- Ensure the check is correctly deposited in an official municipal account that will allow tracking of the grant specific expenses.
- Project and significant budget modifications require approval before moving forward.
- Sponsor acknowledgements and photos are required with the submission of the final report.
- If a final report is not submitted by the original deadline (or approved extension), the grant will be considered outstanding. Following a 3-month grace period the grantee will be required to forfeit the grant and return funds to Sustainable Jersey.

Getting Started

Upon receiving the grant award, the person responsible for the check should ensure it is correctly deposited in an official municipal account that will allow for tracking of grant specific expenses. Grant funds can be transferred to another entity, such as a program partners, but must first be deposited into the municipal account. We recommend project team members reach out to their fiscal contact to discuss the procedure procuring the items included in the grant budget ensure compliance with municipal rules. For \$2,000 grants, the municipality receives the entire grant (\$2,000) at the start of the project.

If the primary contact for the grant has changed since the application was submitted, the grantee's online profile on the grants portal must be updated. If a new login is required, reach out to grants@sustainablejersey.com as soon as possible.

Grant Project Modifications

As per the terms and conditions of the grant, the project must be completed as described in the approved grant application. However, grantees can request project modifications as needed using this [Google form](#). A Gmail account is needed to submit the Google form—learn how to easily create a free account [here](#). Project modification requests fall under three categories:

Timeline Modification

If the grantee needs more than 12 months (the performance period) to complete the grant project, a **one-time extension** of up to an additional 6 months can be requested. All **timeline modification requests** must include an explanation of why the modification is needed and the anticipated completion date for the project.

Budget Modification

A budget modification is required if a grantee wishes to reallocate **greater than 10% of the budget** from one major expense category to another (i.e. from salaries to equipment or supplies to subcontractor costs), or to a new line item. Note that there is a \$1,000 limit on promotional items, which includes "giveaways" such as t-shirts, reusable water bottles, incentives (i.e. gift cards), prizes, meeting/event refreshments or awards. **Budget modification** requests should include an explanation of why the modification is needed and a completed [revised budget template](#).

Signage

Grantees are required to install a sign indicating the project was funded by the Sustainable Jersey Grants Program and the PSEG Foundation (where applicable). Typically, signage is required for any kind of installation project. Grant funding can be used to cover reasonable signage costs. Photos of the installed sign will be requested in the final report.

Grant-Funded Materials

The grantee should acknowledge the Sustainable Jersey Grants Program and the PSEG Foundation as providing funding for grant-related programs, activities and events. Copies of materials acknowledging the funders will be required in the final grant report. Grantees can meet this requirement by including both the [Sustainable Jersey](#) and the [PSEG Foundation](#) logos on materials.

Photo Requirements

Remember to take photos throughout the project and to document project-related events. Whenever possible, the photographs should include community members. The grantee is responsible for obtaining any necessary photo releases. Sustainable Jersey reserves the right to use these photographs in reports to the grant program sponsor, presentations, and other program related materials. Grantees are required to include at least **TWO** photographs (photo files, such as .jpeg and .png only) depicting the grant project and/or related activities in the final report.

Sharing on Social Media

When sharing project-related photos on social media, tag Sustainable Jersey and the PSEG Foundation so that we can help promote the project. Social media tags include:

X (formerly known as Twitter) Tags: #SJGrants @SJ_Program @PSEGDelivers

Use the following hashtag at the end of the post: #SJGrants

Facebook Tags: @SustainableJersey @PSEG

Use the following hashtag at the end of the post: #SJGrants

Instagram Tags: @sustainable_jersey

Use the following hashtag at the end of the post: #SJGrants

Reporting Requirements

Grantees will be required to complete a final report. Report reminders will be emailed to the primary project contact 60 days and 30 days in advance of the submission deadline. Grantees can learn more about the **grant reporting requirements** [here](#) on the sustainablejersey.com website (click the Grants tab at the top, then Grant Recipient Information dropdown via the side bar, and then the Reporting Requirements option). **Links to the report forms**, along with a **downloadable Microsoft Word document version of the final report** (click [here](#)), can also be found [here](#) on the sustainablejersey.com website (click the Grants tab at the top, then Grant Recipient Information dropdown via the side bar, and then the Reporting Forms option).

Official report forms can only be accessed by logging into the same **grants portal account** (username and password) that was used to create and submit the original grant application. Grantees that need to change the login associated with the grant account should email grants@sustainablejersey.com. General requirements for each report, along with their due dates, are listed below:

Final Report – Due 5/28/2026

1. A project summary that includes:
 - a. A brief description (2-5 sentences) of the completed grant project that highlights the outcomes and impacts. *This description will be provided to the grant sponsor, posted on the Sustainable Jersey website, and used in Sustainable Jersey Grants Program-related materials.*
 - b. A summary of any variations from the grant project, activities, and outcomes outlined in the original grant proposal. ***All project modifications must be approved by Sustainable Jersey before being implemented. See the sections above for more details.***
 - c. The impact of the grant project on the community. This includes what was accomplished, who is benefitting and how, and if the effort could potentially be expanded and/or lead to other sustainability initiatives.



628 North Wood Avenue
Linden, NJ 07036

55-1005/212

06/17/2026

SUSTAINABLE JERSEY A NJ NONPROFIT CORPORATION

PO BOX 6855
LAWRENCEVILLE, NJ 08648-0855

PAY TO THE
ORDER OF

Westville Boro

\$2,000.00**

Two thousand and 00/100*****

DOLLARS

Westville Boro
165 Broadway
Westville, NJ 08093-1148

MEMO

AUTHORIZED SIGNATURE

11001399 1021210057 1570007961

SUSTAINABLE JERSEY A NJ NONPROFIT CORPORATION

1399

06/17/2026

Westville Boro

Date
06/05/2026

Type
Bill

Reference
PSEG2026-38

Original Amount
2,000.00

Balance Due
2,000.00

Payment
2,000.00
2,000.00

Check Amount

Unity - Checking 796'

2,000.00

SUSTAINABLE JERSEY A NJ NONPROFIT CORPORATION

1399

06/17/2026

Westville Boro

Date
06/05/2026

Type
Bill

Reference
PSEG2026-38

Original Amount
2,000.00

Balance Due
2,000.00

Payment	
2,000.00	
2,000.00	

Check Amount

Unity - Checking 796:

2,000.00

Resolution

No. 103-2026

RESOLUTION ENDORSING THE APPROVAL TO SUBMIT A GRANT APPLICATION & EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR LOCAL AID FOR THE RECONSTRUCTION OF OAK AVENUE (MA-2027-RECONSTRUCTION OF OAK AVENUE-00529)

WHEREAS, the New Jersey Department of Transportation, Local Municipal Aid Program, provides monetary grants to municipal/county governments for transportation projects directly approved by the Commissioner of Transportation; and

WHEREAS, the Borough of Westville desires to further the public interest by supporting the application for a grant from the State to fund improvement projects under the annual local aid program, to be identified by the Borough Engineer; and

WHEREAS, the State shall determine if the application is complete and in conformance with the scope and intent of the NJDOT Local Municipal Aid Program, and notify the Borough of Westville of the amount of the funding award; and

WHEREAS, the Borough of Westville is willing to use the State's funds in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the State for all approved projects; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of Westville formally approves the grant application for the above stated project for the NJDOT Fiscal Year 2027 Municipal Aid Grant.

BE IT FURTHER RESOLVED that the Mayor, Council, and Clerk are hereby authorized to submit an electronic grant application identified as MA-2027-Reconstruction of Oak Avenue-00529 to the New Jersey Department of Transportation on behalf of the Borough of Westville.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Westville and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

BE IT FURTHER RESOLVED that the Borough Engineer is authorized to make, prepare, and submit the application/agreement(s) thru the NJDOT SAGE & PMRS systems, acting as an authorized agent for the Borough of Westville.

BE IT FURTHER RESOLVED that the Mayor and Council hereby authorizes the Borough Engineer, Bryson & Yates Consulting Engineers, LLC, to perform required design services for the NJDOT Fiscal Year 2027 Municipal Aid Grant Project for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are authorized to implement this Resolution and execute any documents or agreements necessary in connection therewith on behalf of the Borough of Westville.

ADOPTED and PASSED by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey at a regular meeting held on Monday, July 27, 2026.

BOROUGH OF WESTVILLE

ATTEST:

**Fritz H. Sims, Jr.
MAYOR**

**Sydney Johnson
DEPUTY MUNICIPAL CLERK**

Certification

I certify the foregoing Resolution No. 103-2026 was presented and duly adopted by the Governing Body at a meeting of the Borough of Westville, County of Gloucester, State of New Jersey held on Monday, July 27, 2026. My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above. Certified as a true copy of the Resolution adopted by the Council on this 27th day of July 2026.



Sydney Johnson
Deputy Municipal Clerk

Resolution

No. 104-2026

APPROVING CHANGE ORDER NO. 1 (FINAL) FOR THE WESTVILLE POLICE STATION & MUNICIPAL BUILDING REPAIRS

WHEREAS, Bryson and Yates, Engineers for the Borough of Westville, County of Gloucester, have recommended a Change Order No. 1-Final for the Police Station and Municipal Building repairs; and

WHEREAS, the Change Order reflects the necessary reduction, extra, and supplementary item adjustments made for the actual quantity of work performed in the field compared to the bid quantities and;

WHEREAS, Change Order No. 1-Final yields a net increase in the contract price, in the amount of \$33,897.08, thus increasing the current contract price from \$148,340.00 to \$182,237.08. This results in an overall net increase of 22.85% from the original contract price.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Westville hereby approves the aforementioned Change Order No. 1-Final for the Police Station and Municipal Building repairs.

ADOPTED and PASSED by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey at a regular meeting held on Monday, July 27, 2026.

BOROUGH OF WESTVILLE

**Fritz H. Sims, Jr.
MAYOR**

ATTEST:

Sydney Johnson
DEPUTY MUNICIPAL CLERK

Certification

I certify the foregoing Resolution 104-2026 was presented and duly adopted by the Governing Body at a meeting of the Borough of Westville, County of Gloucester, State of New Jersey held on Monday, July 27, 2026.

Sydney Johnson
Deputy Municipal Clerk





BRYSON & YATES

CONSULTING ENGINEERS, LLC

Jonathan A. Bryson, P.E., C.M.E.
President

Bret T. Yates
Vice President

307 Greentree Road
Sewell, New Jersey 08080
Phone 856-589-1400
Fax 856-582-7976

July 21, 2026
File No. 25008

Joseph P. Marino III, General Contractor
Marino General Construction, Inc.
P.O. Box 802
Williamstown, NJ 08094

Re: **Westville Police Station & Municipal Building**
Borough of Westville, County of Gloucester, State of New Jersey
Change Order Number – 1 Final

Dear Mr. Marino:

Enclosed, please find four (4) copies of Change Order Number – 1 Final for the above referenced project. This change order reflects the necessary supplemental and reduction item adjustments made for the actual quantity of work performed as compared to the quoted contract quantities.

Change Order Number – 1 Final yields a net increase in the contract price in the amount of \$34,169.08 thus increasing the contract price from \$148,340.00 to \$182,237.08. This results in an overall net increase of 22.85% from the original contract price.

Upon approval, please sign, date the documents, and then kindly forward the four (4) fully executed change orders to our office for further processing.

Should you have any questions, please do not hesitate to contact this office.

Respectfully,
Bryson & Yates Consulting Engineers, LLC

Jonathan A. Bryson, PE, CME
Borough Engineer

NEW JERSEY DEPARTMENT OF TRANSPORTATION
DIVISION OF LOCAL AID AND ECONOMIC DEVELOPMENT
CHANGE ORDER NUMBER - 1 FINAL

Project Name:	Westville Police Station & Municipal Building
Municipality:	Borough of Westville
County:	County of Gloucester
Contractor:	Marino General Construction, Inc.

**In accordance with the project Supplementary Specification, the following are changes in the contract.
Change Order No. 1 reflects the final as-built quantities.**

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>	<u>Unit Price</u>	<u>Amount</u>
EXTRA			\$ -	\$ -
SUPPLEMENTAL				
S1	UNFORESEEN CONDITIONS AT 2ND FLOOR WINDOWS (POLICE STATION)			
1A	MATERIAL (LUMBER & VAPOR BARRIER)	+ 1 L.S.	\$ 2,885.40	\$ 2,885.40
1B	EQUIPMENT (EXTENDED LIFT & DUMPSTER)	+ 1 L.S.	\$ 2,615.18	\$ 2,615.18
1C	LABOR (2 CARPENTERS @ \$118.00/HR)	+ 80 M.H.	\$ 236.00	\$ 18,880.00
S2	FILE ROOM STORAGE			
2A	MATERIAL (METAL FRAMING, DRYWALL, DOOR & HARDWARE)	+ 1 L.S.	\$ 3,428.55	\$ 3,428.55
2B	LABOR (2 CARPENTERS @ \$118.00/HR)	+ 32 L.S.	\$ 236.00	\$ 7,552.00
2C	LABOR (1 PAINTER/FINISHER @ \$118.00/HR)	+ 24 M.H.	\$ 118.00	\$ 2,832.00
S3	INTERIOR OFFICE WINDOWS			
3A	MATERIAL (DRYWALL, INSULATION, PAINTING)	+ 1 L.S.	\$ 389.95	\$ 389.95
3B	LABOR (2 CARPENTERS @ \$118.00/HR)	+ 24 M.H.	\$ 236.00	\$ 5,664.00
REDUCTION				
	REMOVE AND REPLACE CMU WALL	- 1 L.S.	\$ 10,350.00	\$ (10,350.00)

Amount of Original Contract	\$ 148,340.00	Extra	\$ -
Adjusted Amount Based on Change		Supplemental	\$ 44,247.08
Order Number - 1 Final	\$ 182,237.08	Reduction	\$ (10,350.00)
		Total Change	\$ 33,897.08

% Change in Contract
[(+) Increase or (-) Decrease] + 22.85 %

	7-21-26		
Bryson & Yates Consulting Engineers, LLC	Date	Borough of Westville	Date

Marino General Construction, Inc.	Date
-----------------------------------	------

PROJECT:	CONTRACT INFORMATION:	Change Order Request- #001
Westville Municipal Building	Borough of Westville	Unforeseen Conditions: RE:
167 Broadway Ave	Contract Date: 8/26/25	2 nd floor police windows/offices
Westville NJ	PO#:	
OWNER:	ARCHITECT/ENGINEER	CONTRACTOR:
Westville Municipal Building 167 Broadway Ave	Bryson & Yates 307 Greentree Rd Sewell NJ 08080	MARINO GC INC 989 S. Main St. Williamstown NJ 08094
FINAL REVISION: 7/6/26		

Change Order Request (COR) #001: Unforeseen Conditions @ (4) 2nd Floor Windows:

Upon demolition and removal of the (4) 2nd floor police admin windows and stucco – there was severe water damage and rotted framing at the walls, sheather, and portions of the floor joists.

Scope of Work Performed: (See attached photos of existing conditions and work performed)

1. Demo. Removal of rotted sheathing, walls framing, floor/rim joists and sub-floor(2) layers
2. Re-frame bay window bumps outs including replacing wall studs, floor joists, sub-floor and sheathing
3. Install 2 layers of ¾ sub floor at added locations (1 area of subfloor repair was included in base bid)
4. Install synthetic vapor barrier at new sheathing

Material: Lumber (2x4, 2x8, 3/4 & 1/2" plywood, structural lags/screws), vapor barrier: \$2,885.40

Equipment: Extended Lift time (2 wks= \$2220.18, dumpster fees: \$395.00= \$2,615.18

Labor: (2) Carpenters \$118per hr x 2= \$236.00 x 80hrs= \$18,880.00

SUB-TOTAL: \$24,380.58

File Room Storage:

1. Add new partition wall – frame, drywall, tape and finish both sides, painting, covebase
2. Install new door, frame and hardware

Material: metal framing, drywall, door/frame/hardware: \$3428.55

Labor: (2) Carpenters \$118per hr x 2= \$236 x 32hrs= \$7,552.00

(1) Taper/Finisher/painting: \$118 x 24hrs= \$2,832.00

SUB-TOTAL: \$13,812.55

Police -2nd Floor Interior of Windows @ Offices:

1. Additional drywall/insulation (base bid included knee walls only) at walls around windows- tape and spackle
2. Prep and paint walls only at window wall and 2 side walls – in 4 offices

Material: drywall, insulation, tape/mud, paint: \$389.95

Labor: (2) carpenters 118 x 2 = \$236 hr. x 24hr = \$5,664.00

SUB-TOTAL: \$6,053.95

- TOTAL COST: \$44,247.08
- LESS CREDIT: Credit for not removing and replacing 15' of CMU wall
\$10,350.00

❖ **TOTAL ADDED COST: \$33,897.08**

The Original contracted price as per Contract Dated 8/26/25	\$	148,340.00
The net change by previously authorized change order requests (C.O.R.)	\$	0.00
The Contracted Sum prior to this Change Order Request (C.O.R.)	\$	148,340.00
The Contract Sum will be (increased) in the amount of	\$	33,897.08
The new Contract Amount including this C.O.R. #001 will be	\$	182,237.08

ARCHITECT/ENGINEER	CONTRACTOR	OWNER
Bryson & Yates	Marino GC Inc.	Borough of Westville
307 Greentree Rd	PO Box 802	167 Broadway Ave
Sewell NJ 08080	Williamstown NJ 08094	Westville NJ
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
	<i>Joseph P. Marino</i> Owner	
DATE	DATE 7/21/26	DATE

Resolution

No. 105-2026

RESOLUTION OF THE BOROUGH OF WESTVILLE, COUNTY OF GLOUCESTER, AND STATE OF NEW JERSEY, AUTHORIZING THE DE-OBLIGATION OF USDA GRANT FUNDS FOR THE FY 2024 ECWAG PFNA REMEDIATION PROJECT

WHEREAS, the Borough of Westville was awarded funding through the United States Department of Agriculture (USDA) for the FY 2024 ECWAG PFNA Remediation Project; and

WHEREAS, the USDA obligated grant funds in the amount of One Million Dollars (\$1,000,000.00) for the project; and

WHEREAS, the Borough of Westville has determined that it will no longer require the obligated USDA grant funds for the above-referenced project; and

WHEREAS, the Borough desires to authorize the USDA to de-obligate and withdraw the remaining unspent funds.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Westville, County of Gloucester, State of New Jersey, as follows:

The Borough hereby authorizes the United States Department of Agriculture (USDA) to de-obligate the remaining unspent grant funds associated with the FY 2024 ECWAG PFNA Remediation Project.

The amount authorized for de-obligation is as follows:

Obligated Loan: \$0.00

Obligated Grant: \$1,000,000.00

Unspent Loan Balance: \$0.00

Unspent Grant Balance: \$1,000,000.00

The Mayor is hereby authorized to execute any certifications, forms, or other documents required by the USDA to effectuate the de-obligation and withdrawal of these funds.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon adoption.

ADOPTED and PASSED by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey at a regular meeting held on Monday, July 27, 2026.

BOROUGH OF WESTVILLE

**Fritz H. Sims, Jr.
MAYOR**

ATTEST:

**Sydney Johnson
DEPUTY MUNICIPAL CLERK**

Certification

I certify the foregoing Resolution 105-2026 was presented and duly adopted by the Governing Body at a meeting of the Borough of Westville, County of Gloucester, State of New Jersey held on Monday, July 27, 2026.

Sydney Johnson
Deputy Municipal Clerk





United States Department of Agriculture

AUTHORIZATION TO DE-OBLIGATE LOAN/GRANT FUNDS

Borrower: Westville Borough

Project: FY 2024 ECWAG PFNA Remediation Project

Obligated Loan: \$0.00

Obligated Grant: \$1,000,000

Balance of Unspent Loan \$ 0; Unspent Grant : \$1,000,000

Westville Borough will no longer need the remaining funds in the amount listed above for the above project and hereby authorize USDA to de-obligate and withdraw the funds.

Mayor

Date

Rural Development • New Jersey State Office
1971 Jacksonville-Jobstown Road, Columbus, NJ 08022
Voice (856) 787 7700 • Fax (855) 305-7343
www.rd.usda.gov/nj

USDA is an equal opportunity provider, employer, and lender.

Resolution

No. 106-2026

RESOLUTION OF THE BOROUGH OF WESTVILLE, COUNTY OF GLOUCESTER, AND STATE OF NEW JERSEY, IN SUPPORT OF THE LOCATION AND OPERATION OF A CLASS 2 CANNABIS MANUFACTURING FACILITY BY IRIE MENTALITY LLC

WHEREAS, in November 2020, New Jersey voters approved Public Question No. 1, amending the New Jersey Constitution to legalize a controlled form of marijuana known as “cannabis” for adults twenty-one (21) years of age or older; and

WHEREAS, on February 22, 2021, Governor Philip D. Murphy signed into law P.L. 2021, c.16, known as the *New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act* (the “Act”), which legalized the recreational use of cannabis by adults 21 years of age or older, and established a comprehensive regulatory and licensing framework for commercial recreational cannabis operations, use and possession; and

WHEREAS, Section 31(a) of the Act authorizes municipalities by ordinance to adopt regulations governing the number, location, manner, and hours of operation of cannabis businesses within their jurisdiction; and

WHEREAS, the Borough of Westville has exercised this authority through the adoption and amendment of its cannabis ordinances, including Ordinance 1-2024, Ordinance 2-2026, Ordinance 5-2026, and Ordinance 9-2026, codified in Chapter 205 of the Borough Code, Class 2 Cannabis Manufacturer licenses as conditional uses within designated zoning districts, subject to Planning Board approval and compliance with all ordinance conditions; and

WHEREAS, the Borough's ordinances establish separation distances, operational standards, numerical caps, and site plan requirements for such facilities, including limits related to proximity to schools and residential zoning districts, hours of operation, security, odor control, and prohibition of on-site consumption; and

WHEREAS, the Borough Council recognizes that the ultimate authority to issue cannabis licenses rests solely with the New Jersey Cannabis Regulatory Commission ("CRC"); and

WHEREAS, the Borough Council has received a request from Irie Mentality LLC for a Resolution of Support in connection with its application to the CRC for a Class 2 Cannabis Manufacturer License, to be located at, Westville, New Jersey 08093, which is situated within a zoning district where such uses are permitted or conditionally permitted pursuant to Chapter 205 of the Borough Code; and

WHEREAS, the proposed facility, if approved, is anticipated to create employment opportunities, promote lawful and well-regulated cannabis operations, and contribute to the local economy of the Borough of Westville.

THEREFORE, BE IT RESOLVED by the MAYOR AND COUNCIL of the Borough of Westville, New Jersey, that Irie Mentality, LLC is hereby authorized to submit an application to the New Jersey Cannabis Regulatory Commission for a Class 2 Cannabis Manufacturer License, consistent with all applicable Borough ordinances and State law; and

BE IT FURTHER RESOLVED, that the issuance of this Resolution does not guarantee approval or issuance of any license by the CRC and does not waive or supersede any zoning, land use, site plan, or conditional use approval required by the Borough of Westville; or

BE IT FURTHER RESOLVED, that the Borough Council confirms that issuance of the requested Class 2 licenses, if approved by the CRC, would not exceed the numerical limits established under Chapter 205 of the Borough Code; and

BE IT FURTHER RESOLVED, that Irie mentality, LLC acknowledges its obligation to comply with all conditions imposed by Borough ordinances, Planning Board approvals, and applicable State regulations; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon adoption.

ADOPTED and PASSED by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey at a regular meeting held on Monday, July 27, 2026.

BOROUGH OF WESTVILLE

**Fritz H. Sims, Jr.
MAYOR**

ATTEST:

**Sydney Johnson
DEPUTY MUNICIPAL CLERK**

Request for Resolution of Support – Irie Mentality, LLC

From Jeff Wiltshire <jeff@iriementality.com>

Date Wed 7/15/2026 2:55 PM

To Sydney Johnson <sjohnson@westville-nj.com>

Cc R Giles <rgiles@westville-nj.com>; N Murtaugh <nmurtaugh@westville-nj.com>

CAUTION: THE FOLLOWING EMAIL WAS SENT FROM OUTSIDE OF YOUR ORGANIZATION. PLEASE TAKE CARE WHEN CLICKING LINKS OR OPENING ATTACHMENTS. WHEN IN DOUBT, PLEASE CONTACT J. HARTE SUPPORT.

Dear Sydney Johnson,

On behalf of Irie Mentality, LLC, I am requesting placement on the July 27, 2026 Borough Council meeting agenda for consideration of a resolution supporting our cannabis manufacturing application.

Our Land Use application was approved by the Council on July 13, 2026, and the municipal resolution is one of the final items needed to complete our application with the New Jersey Cannabis Regulatory Commission (NJ-CRC).

This request is time-sensitive. The NJ-CRC requires a municipal resolution of support before we can convert our Class 2 license from Conditional to Annual status. Without the resolution, we are unable to complete the licensing process and move forward with our operation. For that reason, we are respectfully requesting consideration at the July 27 Council meeting.

If the Borough requires any additional information or documentation in advance, please let me know and I will provide it promptly. If attendance is required, I would be happy to appear before the Council and answer any questions.

Thank you for your assistance throughout this process and for your consideration of this request. We appreciate the Borough's support and look forward to completing this final requirement.

Sincerely,

Jeff Wiltshire
Co-Owner, Irie Mentality
(856) 278-3825



Agenda

Meeting called to order by VD at 6 pm.

This meeting has been duly advertised in accordance with the provisions of the "Open Public Meetings Act" prominently posting the schedule of meetings in at least one public place reserved for such or similar announcements; by mailing the schedule of regular meeting to the Gloucester County Times; and by filing the schedule of regular meetings with the Borough Clerk

Pledge of Allegiance

ROLL CALL

Solicitor Hyatt

Vince DiCicco

Dawn Leamy

John Louis

Dennis Morina

Travis Lawrence

Bruce Nordaby

Darlene Powell

Brian Waters

Michael Herrmann

Allison Lucci (Alt 1)

Renee Gay (Alt 2)

Amanda Bittner (Alt 3)

Approval of Meeting Minutes March 2, 2026

Motion JL Second BN

NEW BUSINESS:

Review amendment of NJSA 40:55D-26 from the Governing Body- Res 6-2026

Motion DM Second BN RCV BY BN LA

Application for Irie Mentality, 604 Ryan Avenue, Unit S-2 Requesting Minor Site Plan Approval

As well as Dimensional and Conditional Use Variances- Res- 7-2026

Motion DM Second MH RCV 10-Y LA

PUBLIC COMMENT: Y-VD, DM, DP, BW, MH, AL, RG, AB

PLEASE state your name & address for the record. A-JL

(In order to be heard, individuals must go to the podium and speak into the microphone.)

5 MINUTE LIMIT

Motion _____ Second _____

COMMUNICATIONS:

MEETING ADJOURNMENT:

Motion DM Second JL

sworn in - Michael Ward

Jeff Wiltshire

Craig / Candace

Resolution

No. 107-2026

RESOLUTION OF THE BOROUGH OF WESTVILLE CONFIRMING SALE OF VACANT LAND TO HECTOR RAMIREZ FOR BOROUGH OWNED VACANT LAND KNOWN AS BLOCK 59, LOT 16, FOR THE TOTAL SUM OF \$25,000.00

WHEREAS, Hector Ramirez had offered by public bid the sum of Twenty Five Thousand Dollars (\$25,000.00) to the Borough of Westville for the conveyance to them of certain vacant land in the Borough of Westville, described as Block 59, Lot 16 and which vacant land is not needed for public purposes; and has agreed to pay the balance in cash upon completion of said sale pursuant to the terms contained herein, and upon delivery of a deed for said vacant land pursuant to the terms and conditions contained in Resolution 84-2026 adopted on June 22, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Westville as follows:

1. That the offer by public bid of Twenty-Five Thousand Dollars (\$25,000.00) by Hector Ramirez for the purchase of Block 59, Lot 16 which is not needed for public purposes, be and the same is hereby approved by the governing body.
2. The property is sold in the existing as-is condition.
3. The property is sold under and subject to any and all existing easements, covenants and restrictions of record.
4. The successful bidder shall be required to either fix, repair and/or replace the existing bulkhead on the property within six (6) months of the recording date of the Deed to the Buyer. In the event the bulkhead is not fixed, repaired and/or replaced within six (6) months from the recording date of the

Deed conveying the property to the Buyer, then the property shall automatically revert back to the Borough of Westville.

5. The property is being sold subject to all existing Borough of Westville Zoning and Land Use Laws.

6. Settlement shall be completed within thirty (30) days of the adoption of this Resolution.

7. The Borough shall convey ownership of the property by a Quitclaim Deed.

8. The successful bidder will be given the opportunity to purchase Title Insurance on the property at their sole cost. In the event the Borough cannot convey free and clear title, then this sale shall be declared null and void.

ADOPTED and PASSED by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey at a regular meeting held on Monday, July 27, 2026.

BOROUGH OF WESTVILLE

**Fritz H. Sims, Jr.
MAYOR**

ATTEST:

**Sydney Johnson
DEPUTY MUNICIPAL CLERK**

Certification

I certify the foregoing Resolution 107-2026 was presented and duly adopted by the Governing Body at a meeting of the Borough of Westville, County of Gloucester, State of New Jersey held on Monday, July 27, 2026.

Sydney Johnson
Deputy Municipal Clerk



Kathleen Carroll
301 New Jersey Avenue
National Park, NJ 08063

June 29, 2026

Administrator Ryan Giles, Mayor Sims and Members of Council
Borough of Westville

Dear Ryan, Mayor and Council,

Please accept this letter as my formal notice of retirement from my Deputy Clerk position with the Borough of Westville, effective June 30, 2026.

After 16 years of service, this decision comes with mixed emotions. It has truly been an honor and a privilege to serve the Governing Body and the residents of Westville and to be part of a municipality that has provided me with so many rewarding experiences.

Throughout my employment, I truly enjoyed the many challenges and opportunities that came my way. Ryan, I especially want to thank you for the trust and confidence you placed in me to do my job, and for the unwavering support you always showed me, both professionally and personally. I will be forever grateful to my Borough family for the kindness, compassion, and support you all extended to me during my husband's illness and passing.

I would like to express my sincere gratitude to Mayor Sims and Council, as well as everyone I had the privilege of working with, for the trust and confidence you placed in me throughout my career. Your support and encouragement have meant more than words can express, and I will always be grateful for the opportunity to serve the Borough of Westville and its residents. It has been an honor and a privilege to be part of this community.

As I begin a new chapter - to enter the Pickleball circuit and to take afternoon naps - I will forever appreciate the time I spent working at the Borough of Westville.

Respectfully,

Kathleen Carroll

Zachary Possoff 609-214-5740

Date: July 7, 2026

To: Marty Finger Department of Public Works

Subject: Notice of Resignation

Dear Marty,

Please accept this letter as formal notification that I am resigning from my position with the Department of Public Works. As we discussed today, my last official day on the clock will be Friday, July 17th.

I want to thank you sincerely for your guidance and support during my time here. I am grateful for everything I've learned working under your leadership.

Over the next two weeks, I am fully committed to working hard and helping wrap up any outstanding projects to ensure a smooth transition for the crew. I wish you and the department the very best.

Sincerely,



Zachary Possoff

Re: National Park Service River Town Review Project for Big Timber Creek

From F Sims <fsims@westville-nj.com>

Date Wed 6/24/2026 4:12 PM

To Russell Burt <russellburt01@aol.com>

Cc R Giles <rgiles@westville-nj.com>; Sydney Johnson <sjohnson@westville-nj.com>

 1 attachment (4 MB)

BTC River Town Review FINAL.pdf;

Hi Russell,

Thank you very much for the very comprehensive study of the Big Timber Creek for recreation purposes. We spoke about your proposal at our 6/22 council meeting. As you mentioned we would like for you to attend a council meeting to make a presentation on the Study. Our next meeting is scheduled for July 27th at 6:00 pm. If that does not work for you our council meetings are held every fourth Monday of the month. Please advise when you may be available to make your presentation so we can add it to a future agenda.

Thank you.

Fritz H. Sims, Jr.
Mayor
Borough of Westville
165 Broadway
Westville, NJ 08093
Office: 856-456-0030

On May 27, 2026, at 1:36 PM, Russell Burt <russellburt01@aol.com> wrote:

CAUTION: THE FOLLOWING EMAIL WAS SENT FROM OUTSIDE OF YOUR ORGANIZATION. PLEASE TAKE CARE WHEN CLICKING LINKS OR OPENING ATTACHMENTS. WHEN IN DOUBT, PLEASE CONTACT J. HARTE SUPPORT.

Mayor Sims,

We appreciate Westville partnering with Old Pine Farm in Deptford as the Lead Agency, for the project we are doing with the National Park Service called River Town Review, a study of Big Timber Creek. We have now completed the Review, with the National Park Service approval, and a copy is attached.

It is a comprehensive review of the steps we took to gather the information, what our findings were, and recommendations moving forward. Specifically, you will want to review the findings and recommendations for Westville and Gloucester County, as well as the overall recommendations.

The recreational use of Big Timber Creek has a potential for a huge economic benefit, as well to preserve and conserve our natural resources. It is an initiative that local businesses should also supports.

We would like to make ourselves available to the Mayor and Council in a work session or public forum to answer any questions you may have, and what some of our initiatives moving forward will be.

If you have any questions, would like to discuss or have us attend a meeting, feel free to contact me.

Regards,

Russell

Russell E Burt

Vice-Chair,

Old Pine Farm Natural Land Trust

russellburt01@aol.com

856-979-1008 cell

•



June 30, 2026

Council Member Bruce Nordaby
Borough of Westville
165 Broadway
Westville, NJ 08093

Dear Bruce,

On behalf of the South Jersey Pontiac Club, I want to thank you for again allowing us to host the Westville Waterfront Car Show. I was happy to have you join us after last year's absence. After a disappointing Saturday rain, Sunday weather was as good as we could have asked for. No sun and a light breeze made the show enjoyable for everyone. We set a waterfront record with 107 cars and trucks.

We enjoy our time in Westville and hope to continue our relationship for a line time, at this event and the fall car show.

Thank you again Bruce. My club is fortunate to have your full support. We will be ready to go in September.

Respectfully,

A handwritten signature in blue ink that reads "Chuck".

Chuck Catalano, President
South Jersey Pontiac Club
856-904-4843

112 Park Ct. E.
Medford, NJ 08055

WESTVILLE POLICE ACTIVITY REPORT - JUNE 2026

Motor Vehicle Stops- **394**
Assaults - **2**
Motor Vehicle Thefts – **0**
Burglary/Theft Reports – **0**
Property Checks – **137**
Added Patrols – **943**
Motor Vehicle Crashes – **8**
Arrests – **32**
Foot Patrols – **85**
Domestic Violence Incidents – **5**
Parking Enforcement – **10**
Community Policing – **85**
Abandon Vehicles/Local Ordinances – **9**
Possession of Weapon – **0**
Radar CADS – **21**
DUI Arrests - **2**
Juvenile Complaints/Stationhouse Adjustments - **0**
Possession of CDS (Drug Arrests) - **4**
Motor Vehicle Theft (Recovered) - **0**
Reports received and typed by officers – **58**

Total Calls for Service - 2400

ARREST REPORT

Please note that certain police activities/details are not going to be made public due to confidentiality reasons. Examples are cases pertaining to domestic violence, juvenile complaints, specific addresses, and other investigations that are ongoing and sensitive in nature. The Westville Police Department will share with the community what we are allowed to by law. If a citizen is requesting specific information, they will have to complete an OPRA request. However, certain reports are still prohibited from being released even with an OPRA request.

-  On 06/02/2026 a female from Somers Point was arrested for active warrants during a motor vehicle stop.
-  On 06/03/2026 a male from Westville was arrested for Aggravated Assault by Strangulation during a domestic violence investigation.
-  On 06/04/2026 a male from Westville was arrested for Aggravated Assault, Terroristic Threats, and Cyber Harassment during a domestic violence investigation.
-  On 06/05/2026 a male from Camden was arrested for active warrants during a motor vehicle stop.
-  On 06/05/2026 a male from Gloucester City was arrested for active warrants during a motor vehicle stop.
-  On 06/05/2026 a male from Sewell was arrested for Driving Under the Influence during a motor vehicle stop.

- On 06/06/2026 a male from Bellmawr was arrested for Criminal Trespass during a property check.
- On 06/06/2026 a male from Camden was arrested for active warrants during a motor vehicle stop.
- On 06/06/2026 a male from Woodbury Heights was arrested for active warrants during a motor vehicle stop.
- On 06/07/2026 a female from Camden was arrested for active warrants during a motor vehicle stop.
- On 06/07/2026 a female from Wenonah was arrested for Hindering Her Own Apprehension, Fugitive from Justice, and active warrants during a motor vehicle stop.
- On 06/08/2026 a male from West Deptford was arrested for Possession of a Controlled Dangerous Substance during a motor vehicle stop.
- On 06/10/2026 a male from Westville was arrested for Possession Weapon for Unlawful Purpose, Possession of a Defaced Firearm, Unlawful Possession of a Handgun, Possession of Hollow Point Bullets, and Possession of Stolen Property because of an investigation.
- On 06/10/2026 a male from Westville was arrested for active warrants during a motor vehicle stop.
- On 06/11/2026 a male from Gloucester City was arrested for active warrants during a motor vehicle stop.
- On 06/13/2026 a male from Westville was arrested for active warrants during a motor vehicle stop.
- On 06/15/2026 a female from Westville was arrested for active warrants during a motor vehicle stop.
- On 06/16/2026 a male from Bellmawr was arrested for Possession of a Controlled Dangerous Substance during a motor vehicle stop.
- On 06/18/2026 a male from West Deptford was arrested for active warrants and Possession of Drug Paraphernalia during a motor vehicle stop.
- On 06/18/2026 a male from Logan Township was arrested for Disorderly Conduct during a disturbance investigation.
- On 06/19/2026 a female from Concord, North Carolina was arrested for Driving Under the Influence during a motor vehicle stop.
- On 06/20/2026 a male from Westville was arrested for active warrants during a motor vehicle stop.
- On 06/23/2026 a female from Westville was arrested for active warrants after turning herself in to the Westville Police Department.
- On 06/25/2026 a male from Gloucester City was arrested for Possession of a Controlled Dangerous Substance during a motor vehicle stop.
- On 06/28/2026 a male from West Deptford was arrested for Disorderly Conduct during a disturbance investigation.
- On 06/29/2026 a male from Atlantic City was arrested for active warrants during a bicycle stop.
- On 06/29/2026 a male from Woodbury was arrested for active warrants during a motor vehicle stop.
- On 06/30/2026 a male from Paulsboro was arrested for active warrants during a motor vehicle stop.
- On 06/30/2026 a female from Westville was arrested for being a Wanted Person out of the Gloucester County Prosecutor's Office during a suspicious incident investigation

CODE ENFORCEMENT/RENTAL/HOUSING

ACTIVITY REPORT JUNE 2026

- 🚔 Citation issued to a property owner on Edgewater Avenue for illegally converting a duplex to a triplex. Court date scheduled.
- 🚔 DEP notified for possible violations along Edgewater Avenue.
- 🚔 Towed two abandoned vehicles on the 200 block of Maple Avenue. One on private land and one on street.
- 🚔 Violation sent to a resident on the 600 block of Summit for an abandoned truck.
- 🚔 Letter sent to 100 Block of Broadway for property maintenance.
- 🚔 Sunken vessel in the water along Edgewater Avenue. Fire Department coordinated with County OEM and USCG and got it removed.
- 🚔 8- High Grass Complaints
- 🚔 2- Abandoned vehicle complaints

232 CO inspections were completed in the month of June.

187 Annual Inspections, 11 CO Inspections, 8 Sale Inspections

20 Annual Re-Inspections and 6 CO/Sale Re-Inspections

WESTVILLE FIRE DEPARTMENT ACTIVITY REPORT – JUNE 2026

June 1st thru June 6th

- 🚒 Fire Department handled 30 calls for service, 16 Fire related Incidents and 14 Medical Incidents.

June 7th thru June 13th

- 🚒 Fire Department handled 37 calls for service, 23 Fire related Incidents and 14 Medical Incidents.

June 14th thru June 20th

- 🚒 Fire Department handled 33 calls for service, 13 Fire related Incidents and 20 Medical Incidents.

June 21st thru June 27th

- 🚒 Fire Department handled 39 calls for service, 20 Fire related Incidents and 19 Medical Incidents.

June 28th thru June 30th

- 🚒 Fire Department handled 11 calls for service, 4 Fire related Incidents and 7 Medical Incidents.

The Westville Fire Department handled a total of 150 calls for service in the month of June.

Members participated in 3 drills during the month of June.

“GET INVOLVED, MAKE A DIFFERENCE.”

REPORT OF THE CHIEF FINANCIAL OFFICER**2026**

CURRENT FUND	# 2536 & 2737	JUNE 2026	JUNE
BALANCE BEG MONTH	tax	\$ 98,768.37	\$ 1,355,756.11
MONTHLY RECEIPTS	curr	(268,845.93)	711,418.69
MONTHLY DISBURSED			<u>2,237,252.36</u>
ENDING BALANCE		<u>\$ (170,077.56)</u>	<u>\$ (170,077.56)</u>

WATER OPERATING**0223-000-076**

BALANCE BEG MONTH	\$	1,256,257.86
MONTHLY RECEIPTS		3,768,914.70
MONTHLY DISBURSED		<u>3,882,810.48</u>
ENDING BALANCE	R \$	<u>1,142,362.08</u>

CASH BALANCES -- OTHER ACCOUNTS**JUNE**

COMBINED AGENCY & PAYROLL	0223-00-0274	R \$	56,340.39	R
BOARD OF HEALTH	0223-00-0126	R	1,621.66	R
GENERAL CAPITAL	0223-00-0142	R	19,392.17	R
CELEBRATION ACCOUNT	0223-00-0365	R	31,245.56	R
CLERK	0223-00-0134	R	15,545.89	R
DOG	0223-00-0100	R	12,761.84	R
TRUST - FLEX SPENDING	0223-00-1280	R	666.82	R
TRUST- K-9 DONATIONS	0223-00-1801	R	3,452.77	R
PLANNING & ZONING ESCROW	0223-00-0340	R	42,289.53	R
TRUST -- FIELDSTONE	0023-00-0316	R	731.36	R
TRUST - FORFEITURE	0223-00-0381	R	1,163.85	R
MUNICIPAL ALLIANCE	0223-00-0373	R	4,903.05	R
RECREATION	0223-00-1298	R	573.67	R
SEWER	0223-00-0092	R	712,902.16	R
SMALL CITIES	0223-00-0357	R	35,504.38	R
SUNOCO - ESCROW	0223-00-2023	R	250.87	R
UNEMPLOYMENT	0223-00-0399	R	14,902.50	R
WATER CAPITAL	0223-00-0324	R	633,132.45	R
TAX COLLECTOR - TTL	0223-00-0167	R	<u>193,278.82</u>	C
		\$	<u>1,724,319.35</u>	

John A. Bruno, Jr.
Chief Financial Officer

INTEREST REPORT -- 2026**CURRENT FUND**

			<u>YTD</u>	<u>2026</u>	<u>2026</u>	<u>2026</u>
			<u>TOTAL</u>	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>
AGENCY/PAYROLL ACCOUNT	0223-00-0274		\$ 449.16	\$ 77.24	\$ 86.34	\$ 79.17
BOARD OF HEALTH	0223-00-0126		3.54	0.51	0.74	0.66
GENERAL CAPITAL	0223-00-0142		227.03	31.42	39.31	23.39
CELEBRATION ACCOUNT	0223-00-0365		76.84	12.16	12.33	15.57
CLERK	0223-00-0134		8.35	0.52	1.11	4.94
CURRENT (2) Accounts	0223-00-0084		3,882.44	354.57	711.74	370.52
DOG	0223-00-0100		36.18	6.02	5.97	6.52
TRUST -- FLEX SPENDING	0223-00-1280	#21	1.97	0.32	0.32	0.34
TRUST -- K-9 DONATIONS	0223-00-1801		10.20	1.70	1.64	1.76
PLANNING & ZONING ESCROW	0223-00-0340	# 15	118.79	19.72	18.81	20.73
TRUST -- OTHER (FIELDSTONE)	0023-00-0316	#21	2.37	0.39	0.38	0.41
TRUST -- FORFEITURE	0223-00-0381	#21	3.43	0.58	0.55	0.59
MUNICIPAL ALLIANCE	0223-00-0373	# 13	14.41	2.34	2.34	2.50
RECREATION	0223-00-1298	# 14	1.68	0.28	0.27	0.29
SEWER	0223-00-0092	# 01	1,967.41	245.87	259.84	315.87
SMALL CITIES	0223-00-0357	# 23	104.87	17.48	16.91	18.08
SUNOCO - ESCROW	0223-00-2023	# 15	0.76	0.13	0.12	0.13
UNEMPLOYMENT	0223-00-0399	# 18	44.74	6.57	6.70	7.43
TAX COLLECTOR REPORT	0223-00-0159		1,225.73	47.17	182.01	141.40
TAX COLLECTOR REPORT TTL	0223-00-0167		647.17	128.40	111.44	103.08
			\$ 8,827.07	\$ 953.39	\$ 1,458.87	\$ 1,113.38

WATER UTILITY FUND

WATER CAPITAL	0223-00-0324		3,492.37	612.66	495.00	346.70
WATER OPERATING	0223-00-0076		3,983.88	665.22	641.92	631.40
			\$ 7,476.25	\$ 1,277.88	\$ 1,136.92	\$ 978.10
YTD TOTAL			\$ 16,303.32	\$ 7,004.86	\$ 8,141.78	\$ 9,119.88

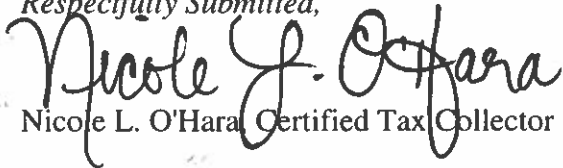
TAX COLLECTOR'S YEAR TO DATE CASH RECEIPTS REPORT

JUNE 2026 ~ FINANCE COMMITTEE

Chariman Bruce Nordaby, Travis Lawrence, Tracy Van Acker, John A. Bruno, CFO

DESCRIPTION	Arrears/Other	2025	2026	Interest	Totals
Property Taxes		\$ 49,885.05	\$ 6,305,323.59	\$ 8,749.92	\$ 6,363,958.56
SC/D Ded Repay		\$ 1,249.46		\$ 0.54	\$ 1,250.00
Added Assessment			\$ 436.83		\$ 436.83
6% YEP		\$ 1,230.94		\$ 30.16	\$ 1,261.10
Tax Sale Taxes		\$ 35,680.88		\$ 2,406.72	\$ 38,087.60
Tax Sale Penalty		\$ 612.37		\$ 256.36	\$ 868.73
Subsequent Taxes			\$ 48,684.84	\$ 720.62	\$ 49,405.46
Municipal Lien	\$ 1,153.99			\$ 28.83	\$ 1,182.82
Outside Lien	\$ 60,312.23			\$ 5,741.04	\$ 66,053.27
Recording Fee	\$ 560.00				\$ 560.00
Cost of Sale				\$ 2,296.87	\$ 2,296.87
Tax Sale Premium	\$ 145,500.00				\$ 145,500.00
Cost of Sale				\$ 791.68	
TOTALS	\$ 206,372.23	\$ 88,658.70	\$ 6,354,445.26	\$ 21,022.74	\$ 6,670,861.24

Respectfully Submitted,



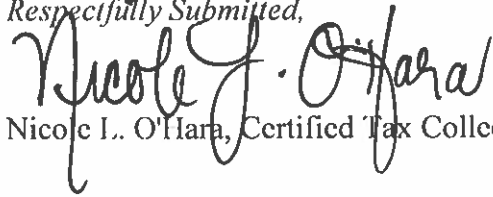
Nicole L. O'Hara Certified Tax Collector

TAX COLLECTOR'S YEAR TO DATE CASH RECEIPTS REPORT

JUNE 2026 ~ FINANCE COMMITTEE

Chariman Bruce Nordaby, Travis Lawrence, Tracy Van Acker, John A. Bruno, CFO

DESCRIPTION	Arrears/Other	2025	2026	Interest	Totals
Property Taxes			\$ 95,242.07	\$ 1,533.22	\$ 96,775.29
SC/D Ded Repay		\$ 250.00			\$ 250.00
Subsequent Taxes			\$ 7,954.96	\$ 129.22	\$ 8,084.18
Outside Lien	\$ 502.30			\$ 7.72	\$ 510.02
Recording Fee	\$ 12.00				\$ 12.00
TOTALS	\$ 514.30	\$ 250.00	\$ 103,197.03	\$ 1,670.16	\$ 105,631.49
Balance as of 6/30/26:	Tax Account:	\$93,286.06			
	Lien Account:	\$ 192,665.72			

Respectfully Submitted,


Nicole L. O'Hara, Certified Tax Collector

2026 YEAR TO DATE CLERK'S REPORT

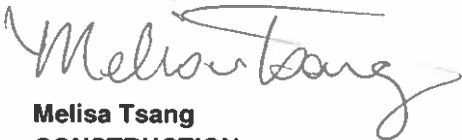
[illegible]

Mayor and Council
Construction Report
Housing Fees Collected

July 1, 2026

2026	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	YEAR TO DATE
Subcode Inspections								
Building	14	7	6	19	12	22		80
Electric	21	6	8	20	15	20		90
Plumbing	12	2	7	7	8	15		51
Fire	7	0	2	4	1	6		20
Mechanical	7	3	3	5	6	7		31
Complaints Issues								
Fees Collected	\$2,178.00	\$ 3,555.00	\$ 8,251.00	\$5,627.00	\$7,369.00	\$6,409.00		\$33,389.00
Commercial CO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00
Violations / Penalties	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00			\$0.00
Total fees collected	\$2,178.00	\$ 3,555.00	\$ 10,251.00	\$5,627.00	\$7,369.00	\$6,409.00		\$35,389.00
Permits Issued	11	13	19	22	24	22		111
Cert. Of Approval	25	8	8	16	11	9		77
Housing CO & REG.FEES	\$39,261.00	\$ 20,915.00	\$ 18,013.00	\$ 10,349.00	\$ 16,174.00	\$ 16,262.00		\$120,974.00
Total Fees Collected	\$39,261.00	\$ 20,915.00	\$ 18,013.00	\$ 10,349.00	\$ 16,174.00	\$ 16,262.00		\$120,974.00

Respectfully submitted,



Melisa Tsang
CONSTRUCTION

July 7, 2026
12:54 PM

BOROUGH OF WESTVILLE
Permit Fee Report Totals

Page No: 1

Range: First to Last Issue Date Range: 06/01/26 to 06/30/26

**Indicates payment is in batch

	Alteration Cost	New Volume		BUILDING ELECTRICAL OTH DCA	DISCOUNT FIRE PLUMBING	TOTAL MECHANICAL SALE
Grand Totals:	168,042.00	0	PAID:	2,535.00	0.00	6,409.00
			0.00	1,735.00	150.00	575.00
				0.00	495.00	600.00
				319.00		
			PERMIT COUNT:	9	0	22
				11	2	4
				0	2	5
				0		

*NOTE: This report contains only PAID & WAIVED fees.

July 7, 2026
12:55 PM

BOROUGH OF WESTVILLE
Permit Activity Report Totals

Page No: 1

Range: First to Last
Activity Date Range: 06/01/26 to 06/30/26 Activity Type Range: First to Last
Range of Building Codes: First to Last

Application Id	Block/Lot/Qual	Inspector	Property Location	Owner Name	Phone	Permit No
Building Code	Activity Type	Date	Start Time	End Time	Actual Time	Status

Activity Type Totals:

BOND: 1	CCO: 7	CO: 4	FIN: 64	FRAM: 1
ROUG: 8				

Building Code Totals:

BUILDING: 22	ELECTRICAL: 20	FIRE: 6	MECHANICAL: 7	OTH: 4
PLUMBING: 15	SALE: 11			

Total Activities: 85 Total Permits: 50

Inspector Totals:

AD: 30
FF: 23
FD1: 11
ML: 21

Cert Date Range: 06/01/26 to 06/30/26

Cert Type Ids Included: CA

CCO

CO

NON

TCO

Total CA	Certificates:	26
Total CCO	Certificates:	0
Total CO	Certificates:	0
Total NON	Certificates:	0
Total TCO	Certificates:	0

July 7, 2026
12:57 PM

BOROUGH OF WESTVILLE
Cash Receipts Totals from 06/01/26 to 06/30/26

Page No: 1

Range: Block: First to Last Range of Util Accounts: First to Last
Lot: Range of Customers: First to Last
Qual:
Range of Codes: First to Last Range of Years: First to 2027 Range of Periods: 1 to 12
Range of Batch Ids: First to Last Range of Dates: 06/01/26 to 06/30/26
Range of Reference #s: First to Last Range of Sections: First to Last Name to Print: Bill To
Range of Spec Tax Codes: First to Last Print Ref Num: N Print Utility w/Block/Lot/Qual: N
Payment Type Includes: Tax: N Sp Charges: N Lien: N Sp Assmnt: N Water: N Sewer: N
Voucher Agency: N Invoice: Y Animal: N
Misc: N
Payment Method Includes: Cash: Y Check: Y Credit: Y Voucher: N
Print Only Miscellaneous w/Block/Lot/Qual: N Sort Miscellaneous Payments by Block/Lot/Qual/Utility Account: N
Print Only Miscellaneous w/Utility Id: N

Code Description	Count	Arrears/Other	Principal			Interest	Total
			2025	2026	2027		
BLD BUILDING DEPT.	89	7,087.00	0.00	0.00	0.00	0.00	7,087.00
HOU Housing	99	9,175.00	0.00	0.00	0.00	0.00	9,175.00
Invoice Payments	188	16,262.00	0.00	0.00	0.00	0.00	16,262.00
Payments Total:	188	16,262.00	0.00	0.00	0.00	0.00	16,262.00
Cash O/S Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	188	16,262.00	0.00	0.00	0.00	0.00	16,262.00
Total Cash:	1,885.00						
Total Check:	12,712.00						
Total Credit:	1,665.00						

Borough of Westville
Water

To: Donna Domico, Chairperson
Tracy Van Acker
Mandi McCullough

Description	June	Year to Date
Arrears/ Other	\$1,983.81	\$18,239.84
2025		\$33,233.15
2026	\$123,877.37	\$768,204.34
Interest	\$187.92	\$3,916.25
Lab Fees	\$6,035.53	\$95,423.46
Payment Plan	\$101.07	\$101.07
Totals	\$132,084.63	\$919,017.04

Respectfully,

A handwritten signature in black ink, appearing to read "Erin Herrmann", with a long horizontal flourish extending to the right.

Erin Herrmann

Borough of Westville
Sewer

To: Donna Domico, Chairperson
Tracy Van Acker
Mandi McCullough

Description	June	Year to Date
Arrears/ Other	\$574.91	\$5,970.80
2025		\$32,279.89
2026	\$85,835.50	\$521,382.24
Interest	\$134.06	\$2,589.49
Totals	\$86,544.47	\$562,222.42

Respectfully,

A handwritten signature in black ink, appearing to read "Erin Herrmann", with a long horizontal flourish extending to the right.

Erin Herrmann

BOROUGH OF WESTVILLE, PUBLIC WORKS DEPARTMENT

SEWER DIVISION

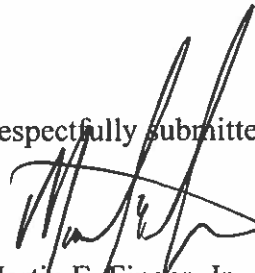
TO: Ms. Donna M. Domico ~ Chairperson
Ms. Tracy Van Acker
Ms. Mandi McCullough
Ms. Sydney Johnson ~ Deputy Municipal Clerk

SUBJECT: Operation report for the month of June 2026

	2026	2025
<i>Gallons of Sewage Pumped to the GCUA</i>	11,200,000	12,421,000
<i>Average Per Day</i>	373,000	414,033
<i>Cost for Treatment of Sewage</i>	\$39,569.60	\$43,063.61
<i>Average Per Day</i>	\$1,318.99	\$1,435.45
<i>Rainfall</i>	4.0	3.49
<i>Number of Service Calls</i>	2	2

Sewers were compounded throughout the town. Sewer mains and manholes were cleaned and maintained as necessary and/or requested. Preventive maintenance was done on Broadway & Duncan Ave., Harvard Ave. & Yale, Hazel Ave, 200 Block of Elm St., E. Olive Street & Cypress Court, E. Olive & High St., 200 block of W. Olive Street, End of Walnut St.

Respectfully submitted,



Martin E. Finger, Jr. CPWM
Superintendent
Public Works Department

BOROUGH OF WESTVILLE PUBLIC WORKS DEPARTMENT

PARKS AND PLAYGROUNDS DIVISION

TO: Ms. Donna M. Domico ~ Chairperson
Ms. Tracy Van Acker
Ms. Mandi McCullough
Ms. Sydney Johnson ~ Deputy Municipal Clerk

SUBJECT: Operation report for the month of June 2026

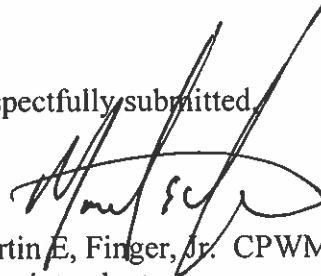
Empty all trash cans at all the Parks and Playgrounds. Maintained and trimmed all Parks & Playground grassy areas. Refilled all dog waste dispenser at all parks, playgrounds and public areas.

Thomas West Park: Removed bags of weeds at the Butterfly and Rain Gardens.

Galbraith Park: Set up park for the June 27, 20216 Fireworks celebration and car show. Street sweeper cleaned River Drive. Cleaned up all trash and equipment on street and park after fireworks display.

Little League:

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Martin E. Finger, Jr.', is written over the typed name and title.

Martin E. Finger, Jr. CPWM
Superintendent
Public Works Department

BOROUGH OF WESTVILLE PUBLIC WORKS DEPARTMENT

HIGHWAY DIVISION

TO: Ms. Donna M. Domico ~ Chairperson
Ms. Tracy Van Acker
Ms. Mandi McCullough
Ms. Sydney Johnson ~ Deputy Municipal Clerk

SUBJECT: Operation report for the month of June 2026

	2026	2025
<i>Tons of Trash Collected</i>	201.8	191.82
<i>Cost of Trash Disposal</i>	\$17,861.15	\$16,638.47
<i>Average Cost Per Ton</i>	\$88.51	\$86.74
<i>Number of Service Calls</i>	35	32

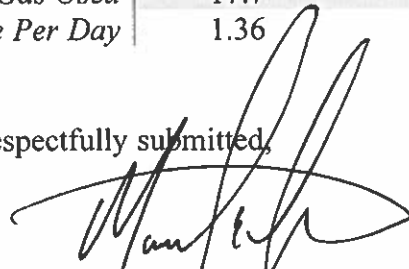
All equipment in the Public Works Department was cleaned, checked and maintained. Road signs were repaired as necessary. Set up and cleaned up before and after fireworks.

Completed numerous resident requests for a garbage pick up

Clean Storm Sewer drains of debris throughout the Borough. Took down spring banners on Broadway and replaced with summer banners. Watered Broadway's petunia flower pots. Began mowing lien properties. Completed work orders for Borough Hall.

<i>SHUTTLE BUS</i>	2026	2025
<i>Number of Passengers</i>	144	101
<i>Days Operated</i>	13	12
<i>Number of Runs</i>	29	32
<i>Avg. Passengers Per Day</i>	11.08	8.4
<i>Gallons of Gas Used</i>	17.7	19.8
<i>Average Per Day</i>	1.36	1.65

Respectfully submitted,



Martin E. Finger, Jr. CPWM
Superintendent
Public Works Department

BOROUGH OF WESTVILLE PUBLIC WORKS DEPARTMENT

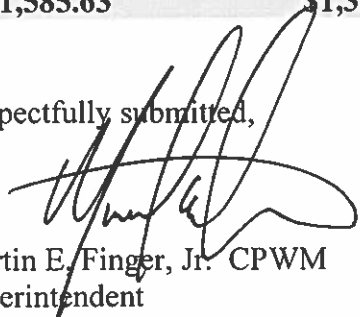
RECYCLING DIVISION

TO: Ms. Donna M. Domico ~ Chairperson
Ms. Tracy Van Acker
Ms. Mandi McCullough
Ms. Sydney Johnson ~ Deputy Municipal Clerk

SUBJECT: Operation report for the month of June 2026

	2026	2025
<i>Tons of Waste NOT Taken to the Incinerator</i>	52.185	39.15
<i>Cost if Waste Was Taken to the Incinerator</i>	\$4,611.06	\$3,395.63
<i>Amount Received from Recyclable Material</i>	\$302.50	\$308.60
<i>Cost to Dispose of Recyclable Material</i>	\$3,025.43	\$2,304.74
<i>Amount Saved by Recycling</i>	\$1,585.63	\$1,399.49

Respectfully submitted,


Martin E. Finger, Jr. CPWM
Superintendent
Public Works Department

* Includes amount Paid to OMNI for Recycling - Single Stream

**BOROUGH OF WESTVILLE PUBLIC WORKS DEPARTMENT
WATER DIVISION**

TO: Ms. Donna M. Domico ~ Chairperson
Ms. Tracy Van Acker
Ms. Mandi McCullough
Ms. Sydney Johnson ~ Deputy Municipal Clerk

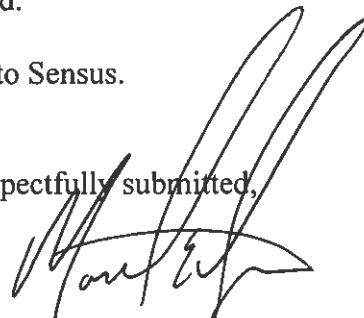
SUBJECT: Operation report for the month of June 2026

	2026	2025
<i>Gallons of Water Treated and Delivered</i>	16,206,000	13,824,000
<i>Average Per Day</i>	540,200	461,000
<i>Hours Plant Operated</i>	539.4	470.9
<i>Average Per Day</i>	18	15.7
<i>Gallons of Water Recycled</i>	201,457	201,633
<i>Average Per Week</i>	40,291	40,327
<i>Yearly Water Allocation</i>	119.459	192.909
<i>Well Water Pumped for Month</i>	16.826	13.156
<i>Remaining Water Allocation</i>	102.633	118.124
<i>Total Allocation Used YTD</i>	90.276	74.785
<i>Number of Service Calls</i>	60	75
<i>Number of Sensus Water Meters Installed</i>	6	2
<i>Number of Radio Read Remotes Installed</i>	5	1

Meter readings and repairs were completed as necessary or requested. All equipment in the water treatment plant was maintained and or repaired as needed.

Continued to reach out to resident's for meter upgrades to Sensus.

Respectfully submitted,



Martin E. Finger, Jr. CPWM
Superintendent
Public Works Department



BRYSON & YATES

CONSULTING ENGINEERS, LLC

Jonathan A. Bryson, P.E., C.M.E.
President

Bret T. Yates
Vice President

307 Greentree Road
Sewell, New Jersey 08080
Phone 856-589-1400
Fax 856-582-7976

July 20, 2026
File No. 26003

Mr. Ryan Giles, Borough Administrator
Borough of Westville
165 Broadway
Westville, New Jersey 08093

Re: **Borough of Westville**
Monthly Status Report – Municipal Engineering Services

Dear Mr. Giles:

Bryson & Yates is pleased to submit this summary status report for the various projects of concern to the Borough. Please note, headings and new items for action are indicated in bold face type.

Should any questions or comments arise, please do not hesitate to contact this office.

Very truly yours,
BRYSON & YATES
CONSULTING ENGINEERS LLC

Jonathan A. Bryson, P.E., C.M.E.
Borough Engineer

JAB

cc: Mayor & Council
Kate Carroll, Deputy Borough Clerk (w/enc)
Martin Finger, Certified Public Works Manager (w/enc)
Timothy Scaffidi, Esq., Borough Solicitor (w/enc)



BOROUGH OF WESTVILLE
ENGINEER'S REPORT

I. GENERAL

A. Bond Release Requests:

1. None received this period.

B. Water Treatment via G.A.C. Filtration:

1. A pre-application meeting was held with the USDA on 9/18/23 to explore funding.
2. Our office is preparing preliminary plans and documentation for the USDA.
3. The USDA Engineering documents have been forwarded to the Borough for submission.
4. The Borough has submitted the application documents for review.
5. We are soliciting proposals from vendors for GAC treatment.
6. Direct purchase proposals have been received from three (3) vendors to date: Hungerford & Terry, Calgon & TIGG.
7. We are preparing NJDEP permits.
8. Permits have been submitted to the NJDEP; the application has been deemed complete and is under review.
9. Review comments have been received; we have submitted revised plans and specifications per their comments.
10. We are coordinating with the USDA for a procurement bid of the vessels only. The USDA has issued comments and we are awaiting Professional services contracts to resubmit; once received we anticipate receipt of approval for bids.
11. The NJDEP has issued our permits for the GAC treatment.
12. The project's vessel procurement is out for bids. The bid opening is 5/6/25.
13. The most responsive low bidder was Newterra Corporation with a bid in the amount of \$455,086.00.
14. The USDA issued concurrence for award to Newterra.
15. The USDA has issued an OK to go out for bids on 6/13/25 for the site work portion of the project.
16. The bid opening was held on 7/22/25 at 10:00am.
17. Level 1 Construction was the apparent low bidder with a bid in the amount of \$985,000.00 (Base plus Alternate A)
18. Contracts, bonds and insurance documents have been received from Level 1; once approved, we will coordinate a pre-construction meeting with the USDA.
19. A preconstruction meeting cannot be held with the USDA because of the Federal government's shutdown.
20. We are working to set up a pre-con meeting with the USDA.
21. Work started on 1/8/26.
22. Work re-started on 2/18/26. Ductile iron pipe installation is in progress.



23. Foundation work will begin the week of 2/23/26 (weather permitting)
24. Vessels have been fabricated and are currently being stored.
25. Retaining wall construction is complete.
26. Slab pour is complete.
27. Vessel delivery was on 5/14/26.
28. Newterra is now working on remediation plan to fabricate and deliver the proper pipes to finish the vessel install. Newterra was told to do this post haste, within two weeks. They do not appear to be expediting; we will be meeting with Supervisor of Newterra later this week.
29. Level 1's work is complete to date; next task is to load vessels with media, test and put on line, but that cannot happen until Newterra makes their vessels whole.
30. We informed Newterra to have all missing pipes delivered asap, within the next week, so this can get completed in the next three weeks, including time to disinfect, pressure test, fill with media and put on line.
31. Level 1 will complete the installation of the new pipes the week of 7/20/26.
32. Media delivery has been scheduled.

II. MUNICIPAL AID PROJECTS

C. NJDOT FY22 – Lehigh & State Road:

1. A grant in the amount of \$240,000.00 was received from the NJDOT.
2. Landberg Construction was the low bidder with a bid of \$280,054.98.
3. Contracts bonds and insurance documents have been received by the Contractor; they have been forwarded to the Solicitor for review.
4. A preconstruction meeting was held on 9/28/23.
5. All concrete flatwork has been completed.
6. Milling and base paving was completed the week of 11/27/23.
7. Final paving was completed on 12/12/23.
8. This office is coordinating with the Contractor on punchlist and close out with the NJDOT.
9. Punchlist work was completed the week of 3/4/24.
10. The NJDOT issued an inspection report on 3/18/24; punchlist work was completed the week of 5/6/24.
11. Punchlist work has been completed and approved by the NJDOT.
12. We are closing out with the NJDOT.

D. NJDOT FY23 – High Street:

1. A grant in the amount of \$234,900.00 was received from the NJDOT.
2. Survey work has been completed.



3. Design plans have been completed and submitted to the NJDOT for approval for bids.
4. The NJDOT has approved the project to go out for bids.
5. A request for a six month extension has been submitted to the NJDOT. The request would allow time for the replacement of water services.
6. A six month extension has been granted by the NJDOT.
7. The project must be bid awarded by 5/22/25.
8. The bid opening was held on 4/16/25.
9. Thinkpavers was the low bidder with a bid in the amount of \$310,752.00
10. Contracts have been executed; we will schedule a pre-construction meeting with the Contractor.
11. A pre-construction meeting was held on 9/3/25.
12. Flatwork is complete.
13. Final paving is complete.
14. We are closing out with the NJDOT.

E. NJDOT FY24 – Chestnut Street:

1. A grant in the amount of \$205,210.00 was received from the NJDOT.
2. Survey work has been completed
3. Plans, specifications and estimate have been submitted to the NJDOT for approval for bids.
4. NJDOT has approved to go out for bids.
5. The bid opening was held on 4/16/25.
6. Thinkpavers was the low bidder with a bid in the amount of \$166,734.00
7. Contracts have been executed; we will schedule a pre-construction meeting with the Contractor.
8. A pre-construction meeting was held on 8/19/25.
9. Flatwork is complete.
10. Final paving is complete.
11. We are closing out with the NJDOT.

F. NJDOT FY25:

1. An application has been submitted for Parkview Drive.
2. A grant in the amount of \$181,744.00 was received.
3. Preliminary plans are complete.
4. Plans have been submitted to the NJDOT for approval for bids.

G. NJDOT FY26:

1. An application has been submitted for Parkview Drive – Phase 2.
2. A grant in the amount of \$97,286.00 was received.
3. Preliminary plans are complete.
4. Plans have been submitted to the NJDOT for approval for bids.



K. River Drive Walking Path – Phase 1:

1. The bid opening was held on 10/22/25.
2. Contracts have been forwarded to Landberg Construction.
3. The contractor is available for a preconstruction meeting on 3/25/26.
4. The walking path has been final paved.