

# BOROUGH OF WESTVILLE

## Regular Council Meeting

165 Broadway

July 27, 2026

### *Meeting Minutes*

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Council Member Lawrence called the July 27, 2026, meeting to order at 6:00 pm

The **Pledge of Allegiance** was recited

**The Deputy Clerk 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:** Council Members: Joe Bobiak, Travis Lawrence, Mandi McCullough, and Tracy Van Acker

Absent: Mayor Fritz Sims, Council Members: Donna Domico and Bruce Nordaby

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

**Proclamation:** Council Member Travis Lawrence presented Sergeant Brian Ewe with a proclamation to recognize his retirement.

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

June 22, 2026 - Regular Meeting Minutes

June 22, 2026 - Executive Session 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 Van Acker, seconded by Council Member McCullough and the motion was carried by a unanimous voice vote.

*There were no Public Comments*

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

#### **COMMITTEE REPORTS FOR JUNE 2026**

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

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### **COMMITTEE UPDATES FROM CHAIRPERSON**

#### ***Celebration of Public Events***

Council Members: Lawrence (C), Nordaby, McCullough  
Despite the inclement weather, the Fireworks had to be shot off once loaded for the celebration. The community rallied together to enjoy the Fireworks and make memories. We are still looking for vendors for the Fall Festival.

#### ***Finance and Accounting***

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

#### ***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  
No Update

#### ***Planning & Business Development***

Council Members: Lawrence (C), McCullough, Nordaby  
The banner program is in progress, and all businesses are encouraged to participate as it is not just for downtown businesses.

#### ***Public Buildings, Grounds/Parks & Playgrounds***

Council Members: Bobiak (C), Domico, McCullough  
A request to use the Chestnut St. Soccer field was received from Gateway United with all required documentation. Council Member Joe Bobiak motioned to approve the request, the motion was seconded by Council Member Van Acker and was carried by unanimous voice vote.

#### ***Public Safety & Municipal Court***

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

#### ***Water/Sewer/Highway/Street***

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

#### ***Municipal Alliance***

Council Members: McCullough (C), Van Acker, Bobiak  
The Paws vs. The Law basketball game was a success.

### **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 the meeting to the public was made by Council Member Van Acker, seconded by Council Member McCullough and the motion carried unanimously by voice vote.

Lois Wilhelm of 708 Almonesson Rd. questioned what the purpose and meaning of this ordinance was and stated the ongoing issues residents are having with Verizon solicitors coming around all hours of the night. Administrator Giles answered that the ordinance would impose higher fees for the application and limit solicitation to daylight hours only.

Hearing no further comments from the public, a motion to close the meeting to the public was made by Council Member Van Acker, seconded by Council Member McCullough and the motion carried unanimously by voice vote.

A motion to **Adopt** Ordinance No. 8-2026 was made by Council Member Van Acker, seconded by Council Member McCullough and the vote was as follows:

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

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### *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

Administrator Giles advised that the introduced ordinance was sent to the Land Use Board for confirmation that it was consistent with the Master Plan. The Land Use Board advised the ordinance was consistent with the Master Plan but recommended a few changes to the structure of the ordinance. Due to the recommended changes being transmitted within the 10-day notice requirement for the public hearing of Ordinance No. 9-2026, there was not enough time to implement the changes. Therefore, Administrator Giles recommended tabling this item to be reintroduced next.

A motion to **Table** Ordinance No. 9-2026 was made by Council Member Van Acker, seconded by Council Member McCullough and the vote was as follows:

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

### **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

A motion to **Reintroduce** Ordinance No. 9-2026 was made by Council Member Van Acker, seconded by Council Member McCullough and the vote was as follows:

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

### **RESOLUTION CONSENT AGENDA:**

**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

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**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)

A motion to **Adopt** Resolutions 97 through 102 was made by Council Member Van Acker, seconded by Council Member Bobiak and the vote was as follows:

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

### **END OF RESOLUTION CONSENT AGENDA**

**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

A motion to **Adopt** Resolution 103-2026 was made by Council Member McCullough, seconded by Council Member Bobiak and the vote was as follows:

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

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

A motion to **Adopt** Resolution 104-2026 was made by Council Member Van Acker, seconded by Council Member Bobiak and the vote was as follows:

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

**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

A motion to **Adopt** Resolution 105-2026 was made by Council Member Van Acker, seconded by Council Member McCullough and the vote was as follows:

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

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**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 (*Irie Mentality LLC partners Jeff Wiltshire and Trevor Divinuto were present to answer any questions*)

A motion to **Adopt** Resolution 106-2026 was made by Council Member Van Acker, seconded by Council Member McCullough and the vote was as follows:

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

**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

A motion to **Adopt** Resolution 107-2026 was made by Council Member Van Acker, seconded by Council Member McCullough and the vote was as follows:

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

**REQUEST** from the homeowner of 202 Florence Ave. for a water payment plan. (*Letter sent to Water Committee for review prior to the meeting.*)

A motion to **Approve** the Request for a \$50 biweekly payment beginning on July 31, 2026, was made by Council Member Van Acker, seconded by Council Member McCullough and the motion was carried by a majority voice vote.

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

A motion to **Accept** the Letter was made by Council Member Van Acker, seconded by Council Member McCullough and the motion was carried by a majority voice vote.

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

A motion to **Accept** the Letter was made by Council Member Van Acker, seconded by Council Member McCullough and the motion was carried by a majority voice vote.

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### **ITEMS OF DISCUSSION:**

Russell Burt of 51 Hilltop Ave, Blackwood, NJ 08012 presented information on National Park Service River Town Review Project for Big Timber Creek as the Vice-Chair of Old Pine Farms. He started by apologizing for not being able to present this information to everyone, but there was a imminent deadline of August 15 for the Living Shoreline Grant submission. He advised we could partner with other towns that Big Timber Creek runs through to make improvements like restore a boat ramp which he has had estimates of about \$50,000 and seed mollusks in the shore to restore the water quality. Mr. Burt asked if Westville would be interested in participating and if so, asked for support in a grant application. Council Member Van Acker motioned to **Support** the grant application, which was seconded by Council Member Lawrence, and carried by a unanimous voice vote. Mr. Burt also asked if Engineer Bryson could get something ready for grant submission by August 15. After a couple clarifying questions, Engineer Bryson confirmed he could prepare plans to be ready for a grant application, but they would not be bid ready. Mr. Burt's second request was to reach out to Gloucester County and implore them to join with Camden County to become the planners of this initiative as suggested by Park Services. Council advised that Mayor Sims would reach out to the Gloucester County Commissioners on this subject.

Administrator Giles advised of the need to pursue bonds to fund upcoming capital expenditures and needs. He listed specific items including Phase 2 of Parkview Dr, police radios, a police vehicle, cameras, a new van for the water department, repairing the softener tank, power washing the water tower, renovating the Senior Center bathrooms, and the walking path of River Dr. He approximated the total to be \$750,000 with the hope that about \$200,000 could be offset by grants. Administrator Giles advised that Westville was good on borrowing power with those figures.

### **COMMUNICATIONS:**

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

### **PUBLIC PORTION:**

Council Member Van Acker made a motion to open the meeting to the public, which was seconded by Council Member McCullough was unanimously approved by voice vote.

Lois Wilhelm of 708 Almonesson Rd. voiced a concern about the Big Timber Creek project discussed by Russell Burt. She stated the waterway would not be capable of handling commercial fisheries and at minimum, a license should be required for fishing for mollusks in the creek. Russell Burt clarified the project would not permit commercial fishing, and that the mollusks would be put there to clean the water as an environmental initiative. Ms. Wilhelm also asked for a date that the water system would be completed. Superintendent Finger advised construction had been completed in totality today, but that they are awaiting the filter media and the required testing prior to putting the filters online.

Cassidy Napoli of 431 Summit Ave asked Russel Burt if the mollusks to be added are native. Mr. Burt answered that 2 of the species are native to the area, and that a third small species was native to Asia.

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Bill Brody of 1028 Broadway voiced concerns about the back wall of 1035 Broadway not being maintained properly. He spoke on the history of issues he has seen with the wall and that he has brought it to multiple officials' attention on multiple occasions. Mr. Brody asked in Engineer Bryson had looked at the wall since his prior request. Engineer Bryson confirmed he did look at the wall and did not recommend removing the wall but that the gutters do need to be repaired. Superintendent Finger advised that the gutter repairs are in progress.

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

### **COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:**

Council Member Lawrence asked if we could start utilizing the camera system to live stream meetings. Administrator Giles advised that was something he was working on, that the YouTube channel has been prepared, that login information will be put on the next agenda, and that the system should be ready for use at the next meeting.

Deputy Clerk Johnson provided an update that the requested list of approved solicitors has been added to the website and is located on the home page as well as under the residents tab.

Administrator Giles provided an update on 185 Broadway stating the final deadline was August 20, 2026, and no further extensions would be granted. If an appraisal is not presented within that time, action in court would be the next step. He also advised that he is looking for estimates for paving the lot on Pine St. and asked Engineer Bryson for an update on 220 Broadway. Engineer Bryson was working on a couple of possible concepts for 220 Broadway that would provide 20 or 26 additional parking spaces. He advised all access would be off Broadway, and that they needed to have a discussion with the adjoining property owner for an easement.

Chief Packer discussed how he had been working with the Code Enforcement Officer on the issue of trailers, boats, and campers being parked on the street. He recommended that the ordinance for such requires reworking to strengthen the enforcement efforts and that he would be providing a sample ordinance to the Ordinance Committee to begin implementing those changes. He also suggest a grace period for boats at the beginning of boat season to provide for maintenance and cleaning since we are a waterfront town.

Engineer Bryson reiterated points Superintendent Finger made about the GAC filters and states the filter media is expected August 10, 2026.

Superintendent Finger advised the GAC filters are in the home stretch, and that he will provide an update to the public as soon as it is available. He also stated the water van Administrator Gile's previously mentioned is 23 years old and due for replacement.

### **ADJOURNMENT:**

Motion to adjourn the meeting was made by Council Member Van Acker and seconded by Council Member McCullough and the motion carried unanimously by voice vote.

The meeting was adjourned at 7:02 pm.

## *Meeting Minutes*

Respectfully Submitted,

*Sydney Packer*

Sydney Packer  
Deputy Municipal Clerk

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Next meeting  
Monday, August 24, 2026